



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

AGENDA

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Mark Henry
County Judge

Darrell Apffel
Commissioner, Precinct 1

Joe Giusti
Commissioner, Precinct 2

Hank Dugie
Commissioner, Precinct 3

Robin Armstrong, MD
Commissioner, Precinct 4

Monday, July 7, 2025

9:30 AM

Galveston County Courthouse

REGULAR MEETING

CONSENT AGENDA: ALL ITEMS MARKED WITH A SINGLE ASTERISK (*) ARE PART OF THE CONSENT AGENDA AND REQUIRE NO DELIBERATION BY THE COMMISSIONERS COURT. ANY COMMISSIONERS COURT MEMBER MAY REMOVE AN ITEM FROM THIS AGENDA TO BE CONSIDERED SEPARATELY.

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three (3) days prior to any proceeding contact the County Judge's office at 722 Moody, Galveston, Texas 77550 (409) 766-2244.

Call to Order

Invocation and Pledge of Allegiance

Public Comment

Consent Agenda

Submitted by the Auditor's Office:

- *1. Approval of the accounts payable checks dated 7/7/2025
- *2. Order for payroll ending 7/2/2025 bi-weekly #14
- *3. Order for supplemental payroll period ending 7/2/2025 bi-weekly #14
- *4. Early check release dated 6/24/2025 to United States Postal Service check number AP00481299
- *5. Receive and file refund check list from Odyssey submitted by the District Clerk
- *6. Receive and file the restitution checklist from Odyssey submitted by Personal Bond/Collections
- *7. Receive and file Summary of Biweekly Personnel Movements pay period #13, June 05 - June 18, 2025 submitted by Human Resources
- *8. Consideration of approval of amendment number two to the Galveston County Employees' Social Security Replacement Plan with One America submitted by Human Resources

- *9. Consideration of approval to adopt Uniform Work Hours, in accordance with Senate Bill 65, submitted by Human Resources
- *10. Receive and file Galveston Central Appraisal District (GCAD) Financial Audit for Year Ended December 31, 2024 submitted by the County Judge
- *11. Receive and file Galveston County Emergency Services District No. 2 Annual Financial Report for Fiscal Year Ended September 30, 2024 submitted by the County Judge
- *12. Receive and file Order of Appointment of the Galveston County Interim Purchasing Agent for a term beginning July 1, 2025, and for no longer than 120 days, Oath of Office, Statement of Officer & Bond for Veronica Van Horn submitted by the District Clerk
- *13. Receive and file Annual Inspection of the Galveston County Juvenile Justice Center in compliance with Texas Family Code Section 51.12 and 51.125 submitted by Juvenile Justice
- *14. Receive and file June 2025 Personal Bond/Collections Monthly Report submitted by Personal Bond/Collections
- *15. Receive and file local government assistance program notice appropriation of \$82,841.52 for FY2025 under Transportation Code 201.706 from the Texas Department of Transportation, submitted by Legal Services Manager
- *16. Receive and file executed Texas Commission on Environmental Quality (TCEQ) Remediation Division Correspondence Identification Form for 1424 45th Street, Galveston, Texas 77550 submitted by the County Judge
- *17. Ratification of appointments to the Drug Court Steering Committee submitted by the County Judge
- *18. Consideration of approval of reappointments to the Gulf Coast Water Authority submitted by the County Judge
- *19. Consideration of a resolution naming July as Parks and Recreation month, submitted by Parks
- *20. Consideration of approval of acceptance of a donation of (2) Byrna Mission 4 Pepperball Gun Kits to the Galveston County Sheriff's Office by the Galveston County Citizen Sheriff's Academy Alumni Association submitted by Commissioner, Precinct 2
- *21. Consideration of approval of a one-year contract with Dickinson Festival of Lights, Inc. for use of Paul Hopkins Park for the Dickinson Festival of Lights Festival submitted by Parks & Cultural Services
- *22. Consideration of approval of additional products and services request with Deluxe for free wireless/SIM cards for Bolivar Beach handheld credit card machines submitted by the County Clerk

- *23. Consideration for authorization to utilize cooperative purchasing agreement in lieu of competitive bidding requirements to purchase pest and rodent control with ABC Home and Commercial Services on behalf of Facilities Department submitted by the Purchasing Agent
- *24. Consideration for authorization to utilize cooperative purchasing agreement in lieu of competitive bidding requirements to purchase Motorola Unit Mobile Video Systems with Motorola Solutions on behalf of the Information Technology Department submitted by the Purchasing Agent
- *25. Consideration for authorization to extend the contract for RFQ #B242004, Galveston County Home Elevation Engineering Program submitted by the Purchasing Agent
- *26. Consideration for authorization to extend the contract for RFP 24-011 Nuisance Abatement Services submitted by the Purchasing Agent
- *27. Consideration for authorization to extend the contract for ITB 24-004, Alarm Services submitted by the Purchasing Agent
- *28. Consideration for authorization to re-solicit for Arbitrage Rebate & Yield Restriction Services submitted by the Purchasing Agent
- *29. Consideration for authorization to re-solicit for Galveston County Guardianship Program submitted by the Purchasing Agent
- *30. Receive and file the extension of Sex Offenders Treatment Services for the Galveston County Adult Probation Department submitted by the Purchasing Agent
- *31. Consideration for authorization to dispose of salvage or surplus property submitted by the Interim Purchasing Agent
- *32. Consideration of approval for the County Engineer to negotiate an engineering contract with Tetra Tech, Inc. for the Dickinson Bayou De-Snagging project submitted by Engineering
- *33. Consideration of authorizing the County Judge to execute change order no. 3 to the Gulf Coast Limestone Inc. contract for the Jackson Avenue Drainage Improvements- Phase II project submitted by the County Engineer
- *34. Consideration of release agreement with Harris County arising from an incident that occurred on or about May 17, 2025, submitted by Legal Services Manager
- *35. Consideration of a memorandum of understanding between Galveston County and The University of Texas Medical Branch at Galveston ("UTMB"): The Department of Correctional Managed Care for leased space to provide inmate healthcare services at Galveston County Jail located at 5700 Avenue H, Galveston, Texas and Galveston County Juvenile Justice Department at 6101 Attwater Ave., Texas City, Texas, submitted by Legal Services Manager
- *36. Consideration of settlement and release agreement with Damage Recovery through Enterprise Rental, aka Ean Holdings, LLC, arising from an incident that occurred on or about March 24, 2025, submitted by Legal Services Manager

- *37. Consideration of authorization for the County Judge to sign a contract with PowerDMS (NEOGOV) for cloud-based software service that combines document management, training management, and accreditation management submitted by the Sheriff's Office
- *38. Consideration of authorization for the County Judge to sign a contract with Law Enforcement Risk Management Group INC (LERMG), dba Legal and Liability Risk Management Institute (LLRMI) for accreditation compliant policy writing services submitted by the Sheriff's Office
- *39. Consideration of approval for agreement between Galveston County Auto Crimes Task Force and HID Global for one-year access to NCite Mobile Detective app submitted by Auto Crimes Task Force
- *40. Consideration of authorizing the County Judge to execute Special Warranty Deed to the City of Clear Lake Shores for all that certain tract or parcel of land being more particularly described as "that certain strip of land designated as Tindel Drive on the map of Silver Lagoon Estates, a subdivision in Galveston County, Texas, according to the map thereof recorded in Volume 254-A, Page 84 and transferred to Book 6, Page 37, in the Office of the County Clerk of Galveston County, Texas" submitted by Platting & Right-of-Way
- *41. Consideration of Cast-A-Way Cove subdivision submitted by Platting & Right-of-Way
- *42. Consideration of request of tax refunds in excess of \$2,500.00 submitted by the Tax Assessor/Collector
- *43. Consideration of an Interlocal Government Agreement for Financial Auditing and Consulting Services with the Galveston County Health District, submitted by Legal Services Manager
- *44. Consideration of authorization for County Judge to sign grant request for funding letter to the Mary Moody Northen Foundation for the Sheriff's Department Dive Team Division as submitted by Professional Services
- * Consideration of approval of the following budget amendments submitted by Professional Services:
 - *45. 25-145-0707-A
Fleet Management- Request transfer from Self Insurance Reserve Fund - Insurance to General Fund - Repair and Maintenance - Vehicles to fund repair costs to Sheriff Unit post accident
 - *46. 25-146-0707-B
Professional Services- Request transfer from General Fund - Budgeted Reserves to Public Health - Other Contract Services to fund financial services for the Galveston County Health District
 - *47. 25-147-0707-C
County Clerk- Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments

Action Agenda**Purchasing**

48. Consideration of awarding ITB 25-048, Altosid Liquid Larvicide 5% and 20%
49. Consideration of awarding RFP 25-041, Aerial Adulticide Application Services

Adjourn**Appearances before Commissioners Court**

A speaker whose subject matter as submitted relates to an identifiable item of business on this agenda will be requested by the County Judge or other presiding court members to come to the podium where they will be limited to three minutes (3). A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda will be limited to three minutes (3) and will be allowed to speak before the meeting is adjourned. Please arrive prior to the meeting and sign in with the County Clerk.

Executive Sessions

The Galveston County Commissioners Court may recess into closed meeting (Executive Session) on any item listed on this agenda if the Executive Session is authorized under the Open Meetings Act pursuant to one or more the following exceptions: Tex. Gov't Code §§ 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding a prospective gift or donation), 551.074 (personnel matters), 551.0745 (personnel matters affecting County advisory body), 551.076 (deliberation regarding security devices or security audits), and/or 551.087 (deliberations regarding economic development negotiations). The Presiding Officer of the Commissioners Court shall announce the basis for the Executive Session prior to recessing into Executive Session. However, the Commissioners Court may only enter into the Executive Session on any agenda item for which a separate Executive Session has not been separately posted if, prior to conducting the Executive Session, a majority of the Commissioners Court votes to go into Executive Session. This motion requirement does not apply to any agenda item that has been previously noticed to constitute or include an Executive Session.



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***1.**

Approval of the accounts payable checks dated 7/7/2025

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 4:22 pm



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

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***2.**

Order for payroll ending 7/2/2025 bi-weekly #14

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 4:39 pm



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

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***3.**

Order for supplemental payroll period ending 7/2/2025 bi-weekly #14

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 4:40 pm



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

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***4.**

Early check release dated 6/24/2025 to United States Postal Service check number AP00481299

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 4:50 pm



Galveston County Request for Early Release of Check

Why do you need
the early release?

Need to pay P.O. Box 1418 renewal fee

Early Release Date
Needed

Check Amount \$ 226.00

Vendor Name

United States Postal Service

Requested by
(Employee)

Mariela Martinez
(print name)

(Ext.)

Mariela Martinez

(signed)

Approved by
(Department
Head)

Sergio Cruz
(print name)

(Ext.)

Sergio Cruz

(signed)

Department Name County Auditor

Disposition [] Mail [x] Pickup

Approved by
County Auditor

Sergio Cruz
(signed)

06/24/2025
(date)

Approved by
County Judge

Mark Henry
(signed)

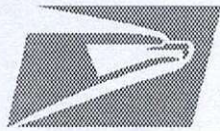
06/24/2025
(date)

** It is mandatory that you **HAND DELIVER** the request to the County Auditor for approval, then **HAND DELIVER** the request to the County Judge for approval to process the request. The form must have all original signatures; all blanks must be completed before request will be processed. You will also need backup documentation when making the request. (i.e., purchase order or affidavit, invoice copy, receipts, etc.) Please return the signed request to the Auditor's Office after approval by the County Judge. The release of funds will be from the County Clerk's Office - Treasury Division.

Check No: 481299

Check Date: 06/24/2025

Release Date: 06/24/2025



P.O. Box Service Fee Notice GALVESTON

601 TREMONT ST, GALVESTON, TX 77550

WEBBATS BAT710B1

(409) 763-2007

GALVESTON COUNTY AUDITOR
PO BOX 1418
GALVESTON, TX 77553

Date of Notice: 06/02/2025
Box# 1418
6 Months: \$113.00
12 Months: \$226.00
Due Date: 06/30/2025

Dear GALVESTON COUNTY AUDITOR:

This is a friendly reminder that your Post Office Box or Caller Service renewal fee is due. If you have already paid this fee, please disregard this notice and thank you for your continued business with the United States Postal Service. If you have not yet submitted your payment, please do so now.

At your location, at least one of the following Additional Services is available: *Street Addressing* (allows online ordering and delivery by private carrier) and *Signature on File* (easy pickup for some signature required items).

There is **no** extra charge for these Additional Services. Visit your Post Office to sign up for these services today! These services however, do not apply to Caller Service and Group E Box customers.

For your convenience, you can sign up at www.usps.com/poboxes and renew or manage your PO Box online. Use your credit card to make a one-time payment or sign up for automatic payments so you never miss a due date. You can also renew your PO Box at any of more than 2,900 self-service kiosks located at select Post Offices nationwide. Go to www.usps.com/locator/welcome.htm to look for a kiosk location near you.

As always, payments can be made at the Post Office or mailed to the attention of the Postmaster at the address indicated above. Please make checks or money orders payable to the US Postal Service and include your PO Box number and ZIP Code. If paying by mail, a receipt will be delivered to your PO Box.

Note: Caller Service may only be paid in Enterprise PO Box Online (EPOBOL). (Enroll at <https://postalpro.usps.com/EPS> under the "Quick Links" section). Please be sure to include this notice with your remittance. Caller Service receipts will be provided through the EPOBOL Application.

If your payment is not received by the due date, access to your PO Box will be blocked and caller services will be limited. If we have not received your payment by the 10th day after the due date, your PO Box service will be terminated, incoming mail will be returned to the sender, and, in addition to any unpaid monthly PO Box fees, you will be charged a handling fee to reopen your box. To avoid this inconvenience, we encourage you to renew on time.

As a reminder, your account information must be current. If your physical address or other pertinent information has changed since you applied for your PO Box, please ask a Sales and Service Associate at your Post Office to update the filed copy of your PS Form 1093-C, *Application for Post Office Box Service*.

To update your information for Caller Service, you can ask a Sales and Service Associate to update the PS Form 1093-C, *Application for Caller Service*.

You are a valued customer and we appreciate your business. Thank you!

POSTMASTER, GALVESTON



Find Payments - County Auditor Voucher Warrants Report

02:28 PM
06/24/2025
Page 1 of 1

Settlement Run Number: SR-0000166

Payment Amount Equal To: 0

Payment Amount Greater Than: 0

Payment Amount Less Than: 0

Is Intercompany: No

Is Direct Intercompany: No

Payment Category	Payee / Payor	Transaction Date	Payment Type	Settlement Run	Transaction Reference	Payment Amount
Supplier Payment	UNITED STATES POSTAL SERVICE	06/24/2025	Check	SR-0000166	481299	226.00
						226.00

GALVESTON COUNTY, TEXAS

List of County Auditor's Approved Claims for Voucher Warrants Dated 06/24/2025

Approved Order to pay by Commissioners Court this day_____,_____.


Sergio Cruz, County Auditor

Mark Henry, Galveston County Judge

Darrell A. Apffel, Galveston County Commissioner, Pct 1

Joe Giusti, Galveston County Commissioner, Pct 2

ATTEST:

Hank Dugie, Galveston County Commissioner, Pct 3

Dwight D. Sullivan, County Clerk

Robin Armstrong, MD, Galveston County Commissioner, Pct 4



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***5.**

Receive and file refund check list from Odyssey submitted by the District Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 3:27 pm



Payment Printing Run	Ad Hoc Payment - Odyssey - 06/28/2025 08:06 AM
Settlement Run	SR-0000172
Payment Group	Ad Hoc Payment(Check) for Prosperity-District Clerk Odyssey 3561
Ad Hoc Payment - Odyssey - 06/28/2025 08:06 AM.pdf	
Status	Completed

Process Information	
Name of Submitter	Annaya Nigrelle
Actual Start Date and Time	06/28/2025 10:06 AM
100%	Total Processing Time (hour:min:sec) Response Message
00:00:06	
Integration Completed.	

Payments

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: Linebarger Goggan Blair & Sampson, LLP - 06/23/2025	06/23/2025	2882	150.00	USD	Linebarger Goggan Blair & Sampson, LLP

Positive Pay Files

Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency	Process History							
				Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Positive Pay File for Prosperity-District Clerk Odyssey 3561 on 06/28/2025, 8:06 AM	1	150.00	USD	Payment Printing Event	Payment Printing Event	Step Completed	06/28/2025 10:06:11 AM	06/29/2025	Annaya Nigrelle	1	
				Payment Printing Event	Approval by Settlement Specialist	Approved	06/28/2025 10:08:43 AM		Dwight Sullivan (Settlement Specialist)	1	
				Payment Printing Event	Integration: INT023 Prosperity Bank Payroll Positive Pay with Voids Outbound	Not Required		06/29/2025		0	



View Payment Printing Run

10:12 AM

06/28/2025

Page 2 of 2

Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency	Process History							
				Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Integration Process Event (INT030 Prosperity Bank Financials Positive Pay with Voids Outbound (TOP LEVEL))	Automatic Complete	06/28/2025 10:08:43 AM			0	
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Service: Fire Integration	Step Completed	06/28/2025 10:08:47 AM		Workday Service	1	ISU_INT030: Integration Completed.
				Integration Process: Document Delivery	Integration Process Event (Document Delivery (TOP LEVEL))	Automatic Complete	06/28/2025 10:08:47 AM			0	
				Integration Process: Document Delivery	Service: Fire Integration	Step Completed	06/28/2025 10:08:51 AM		Workday Service	1	ISU_INT030: Delivered 1 document(s).



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

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***6.**

Receive and file the restitution checklist from Odyssey submitted by Personal Bond/Collections

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 1:30 pm



View Payment Printing Run

10:15 AM

06/28/2025

Page 1 of 2

Payment Printing Run Ad Hoc Payment - Odyssey - 06/28/2025 08:07 AM
Settlement Run SR-0000172
Payment Group Ad Hoc Payment(Check) for Prosperity-Court Collections Odyssey 9911
Ad Hoc Payment - Odyssey - 06/28/2025 08:07 AM.pdf
Status Completed

Process Information

Name of Submitter Annaya Nigrelle
Actual Start Date and Time 06/28/2025 10:07 AM

100%
00:00:13
Integration Completed.

Total Processing Time (hour:min:sec)
Response Message

Payments

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: CENTER POINT ENERGY C/O JNR ADJUSTMENT CO ACCT #PR2019172994- TA JNR# 2MN6072A - 06/25/2025	06/25/2025	313064	400.00	USD	CENTER POINT ENERGY C/O JNR ADJUSTMENT CO ACCT #PR2019172994- TA JNR# 2MN6072A
Ad Hoc Payment: ELIZABETH GOMEZ - 06/25/2025	06/25/2025	313065	120.00	USD	ELIZABETH GOMEZ
Ad Hoc Payment: Graber Family Partnership - 06/25/2025	06/25/2025	313066	100.00	USD	Graber Family Partnership
Ad Hoc Payment: HHSC-OFFICE OF INSPECTOR GENERAL - 06/25/2025	06/25/2025	313067	245.77	USD	HHSC-OFFICE OF INSPECTOR GENERAL
Ad Hoc Payment: JAMES HENSON - 06/25/2025	06/25/2025	313068	494.00	USD	JAMES HENSON
Ad Hoc Payment: JCPENNY - 06/25/2025	06/25/2025	313069	107.00	USD	JCPENNY
Ad Hoc Payment: Jeffrey Scott Wilton - 06/25/2025	06/25/2025	313070	150.00	USD	Jeffrey Scott Wilton
Ad Hoc Payment: Sandra Barrera - 06/25/2025	06/25/2025	313071	2,000.00	USD	Sandra Barrera
Ad Hoc Payment: Shirley Guidry - 06/25/2025	06/25/2025	313072	60.00	USD	Shirley Guidry
Ad Hoc Payment: STATE FARM INSURANCE RE:CLAIM#53-29B5 - 06/25/2025	06/25/2025	313073	600.00	USD	STATE FARM INSURANCE RE:CLAIM#53- 29B5
Ad Hoc Payment: Texas Department of Public Safety - 06/25/2025	06/25/2025	313074	40.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Public Safety - 06/25/2025	06/25/2025	313075	25.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Public Safety - 06/25/2025	06/25/2025	313076	60.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Public Safety - 06/25/2025	06/25/2025	313077	60.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Public Safety - 06/25/2025	06/25/2025	313078	25.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Safety Restitution Accounting - 06/25/2025	06/25/2025	313079	25.00	USD	Texas Department of Safety Restitution Accounting



View Payment Printing Run

10:15 AM
06/28/2025
Page 2 of 2

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: Texas Department of Safety Restitution Accounting - 06/25/2025	06/25/2025	313080	100.00	USD	Texas Department of Safety Restitution Accounting

Positive Pay Files

Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency	Process History							
				Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Positive Pay File for Prosperity-Court Collections Odyssey 9911 on 06/28/2025, 8:07 AM	17	4,611.77	USD	Payment Printing Event	Payment Printing Event	Step Completed	06/28/2025 10:07:10 AM	06/29/2025	Annaya Nigrelle	1	
				Payment Printing Event	Approval by Settlement Specialist	Approved	06/28/2025 10:08:31 AM		Dwight Sullivan (Settlement Specialist)	1	
				Payment Printing Event	Integration: INT023 Prosperity Bank Payroll Positive Pay with Voids Outbound	Not Required		06/29/2025		0	
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Integration Process Event (INT030 Prosperity Bank Financials Positive Pay with Voids Outbound (TOP LEVEL))	Automatic Complete	06/28/2025 10:08:31 AM			0	
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Service: Fire Integration	Step Completed	06/28/2025 10:08:39 AM		Workday Service	1	ISU_INT030: Integration Completed.
				Integration Process: Document Delivery	Integration Process Event (Document Delivery (TOP LEVEL))	Automatic Complete	06/28/2025 10:08:39 AM			0	
				Integration Process: Document Delivery	Service: Fire Integration	Step Completed	06/28/2025 10:08:46 AM		Workday Service	1	ISU_INT030: Delivered 1 document(s).

Account Transfer

ATR-03504041 - Galveston County Clerk. (GALVE0908)



Account Transfer Details

Transaction Number ATR-03504041
Recurring Frequency One-Time Payment
Company Name Galveston County Clerk. (GALVE0908)
Contact Name Annaya Nigrelle (A_Martin)
Notify Initiator Options Pending Actions: Notify via EMAIL
System Events: Notify via EMAIL
Complete - Unsuccessful: Notify via EMAIL
Complete - Successful: Notify via EMAIL
Early Action Taken: Notify via EMAIL
Early Action Removed: Notify via EMAIL
Expired: Notify via EMAIL
Creation Date Jun 20, 2025 12:41 PM CDT
Transfer Date 06/20/2025

Transfer Date	Transfer From Account	Transfer To Account	Status	Amount	Memo
06/20/2025	*1431 - DDA (DEMAND)	*9911 - DDA (Court Collections-Odyssey)	Completed Confirmation Number :	\$2,883.37	Demand to Ody Collections SR-164

Status History

Timestamp	Status	Initiator	Description
Jun 20, 2025 12:41:32 PM CDT	Created	GALVE0908 / A_Martin (Annaya Nigrelle)	Transfer Created



View Payment Printing Run

01:26 PM

06/20/2025

Page 1 of 2

Payment Printing Run Ad Hoc Payment - Odyssey - 06/20/2025 11:19 AM
Settlement Run SR-0000164
Payment Group Ad Hoc Payment(Check) for Prosperity-Court Collections Odyssey 9911
Ad Hoc Payment - Odyssey - 06/20/2025 11:19 AM.pdf
Status Completed

Process Information

Name of Submitter Annaya Nigrelle
Actual Start Date and Time 06/20/2025 01:19 PM

100%
00:00:16
Integration Completed.

Total Processing Time (hour:min:sec)
Response Message

Payments

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: Ashley Archer - 06/18/2025	06/18/2025	313046	50.00 USD		Ashley Archer
Ad Hoc Payment: Brayan Cardenas - 06/18/2025	06/18/2025	313047	105.00 USD		Brayan Cardenas
Ad Hoc Payment: City of Kemah - 06/18/2025	06/18/2025	313048	120.00 USD		City of Kemah
Ad Hoc Payment: EDWARD JANEK SR. - 06/18/2025	06/18/2025	313049	800.00 USD		EDWARD JANEK SR.
Ad Hoc Payment: EMR ELEVATOR, INC. - 06/18/2025	06/18/2025	313050	100.00 USD		EMR ELEVATOR, INC.
Ad Hoc Payment: Fraud Prosecution Unit Texas Workforce Commision Revenue & Trust Managment - 06/18/2025	06/18/2025	313051	301.00 USD		Fraud Prosecution Unit Texas Workforce Commision Revenue & Trust Managment
Ad Hoc Payment: Fraud prosecution Unit Texas Workforce Commisision Revenue & Trust Management - 06/18/2025	06/18/2025	313052	98.75 USD		Fraud prosecution Unit Texas Workforce Commisision Revenue & Trust Management
Ad Hoc Payment: John Charles Boridy - 06/18/2025	06/18/2025	313053	100.00 USD		John Charles Boridy
Ad Hoc Payment: Kristen Lovett - 06/18/2025	06/18/2025	313054	105.00 USD		Kristen Lovett
Ad Hoc Payment: LAURA ELIZABETH BEEBE - 06/18/2025	06/18/2025	313055	79.98 USD		LAURA ELIZABETH BEEBE
Ad Hoc Payment: Linda Curry Conway - 06/18/2025	06/18/2025	313056	175.00 USD		Linda Curry Conway
Ad Hoc Payment: Maira Castro - 06/18/2025	06/18/2025	313057	146.64 USD		Maira Castro
Ad Hoc Payment: Paris Miles Mitchell - 06/18/2025	06/18/2025	313058	65.00 USD		Paris Miles Mitchell
Ad Hoc Payment: SONIA HERNANDEZ - 06/18/2025	06/18/2025	313059	300.00 USD		SONIA HERNANDEZ
Ad Hoc Payment: Stacy Martin - 06/18/2025	06/18/2025	313060	250.00 USD		Stacy Martin
Ad Hoc Payment: Texas Department of Public Safety - 06/18/2025	06/18/2025	313061	20.00 USD		Texas Department of Public Safety



View Payment Printing Run

01:26 PM

06/20/2025

Page 2 of 2

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: Texas Department of Public Safety - 06/13/2025	06/13/2025	313062	25.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Public Safety - 06/13/2025	06/13/2025	313063	42.00	USD	Texas Department of Public Safety

Positive Pay Files

Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency	Process History							
				Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Positive Pay File for Prosperity-Court Collections Odyssey 9911 on 06/20/2025, 11:19 AM	18	2,883.37	USD	Payment Printing Event	Payment Printing Event	Step Completed	06/20/2025 01:19:51 PM	06/21/2025	Annaya Nigrelle	1	
				Payment Printing Event	Approval by Settlement Specialist	Approved	06/20/2025 01:22:25 PM		Mien Tran (Settlement Specialist)	1	
				Payment Printing Event	Integration: INT023 Prosperity Bank Payroll Positive Pay with Voids Outbound	Not Required		06/21/2025		0	
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Integration Process Event (INT030 Prosperity Bank Financials Positive Pay with Voids Outbound (TOP LEVEL))	Automatic Complete	06/20/2025 01:22:25 PM			0	
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Service: Fire Integration	Step Completed	06/20/2025 01:22:35 PM		Workday Service	1	ISU_INT030: Integration Completed.
				Integration Process: Document Delivery	Integration Process Event (Document Delivery (TOP LEVEL))	Automatic Complete	06/20/2025 01:22:35 PM			0	
				Integration Process: Document Delivery	Service: Fire Integration	Step Completed	06/20/2025 01:22:41 PM		Workday Service	1	ISU_INT030: Delivered 1 document(s).



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***7.**

Receive and file Summary of Biweekly Personnel Movements pay period #13, June 05 - June 18, 2025 submitted by Human Resources

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/30/25 9:59 am

Biweekly Movement for New Hires PP#13 - 06/05/2025 - 06/18/2025

Manager	Worker	Hire Date	Job Profile	Salary	Reason
Tax Office	Ayana McGlotha	6/5/2025	Customer Service Representative I	\$34,222.00	Appointment
Parks	Blake Gomez	6/5/2025	Parks Maintenance Worker	\$31,040.00	Appointment
122nd District Court	Carson Malik	6/10/2025	Intern - Paid Clerkship	\$25.00/hour worked	Appointment
405th District Court	Catherine Woodward	6/16/2025	Intern - Paid Clerkship	\$25.00/hour worked	Appointment
Sheriff's Office	Crystal Fields	6/5/2025	Corrections Officer I	\$52,788.00	Appointment
Sheriff's Office	Dillan Evans	6/5/2025	Corrections Officer I	\$52,788.00	Appointment
Adult Probation	Fernando Delgado	6/5/2025	Probation Officer	\$50,750.00	Appointment
Sheriff's Office	John Bertolino	6/5/2025	Deputy Sheriff III	\$68,495.00	Appointment
Parks	Katherine Rogers	6/5/2025	Beach Sticker Ambassador	\$24,554.58	Appointment
Tax Office	Makaila James	6/5/2025	Customer Service Representative I	\$34,222.00	Appointment
Justice Court Pct. 2	Monica Clark	6/5/2025	Deputy County Clerk I	\$32,592.00	Appointment
Grants	Nathan Thompson	6/5/2025	Grant Coordinator I	\$53,089.00	Appointment
County Court 3	Peter Foreman	6/17/2025	Intern - Paid Clerkship	\$25.00/hour worked	Appointment
Sheriff's Office	Richard Palermo	6/5/2025	Corrections Officer I	\$52,788.00	Appointment
County Clerk	Sharon Moreno	6/5/2025	Deputy County Clerk II	\$34,222.00	Appointment
County Clerk	Stephan French	6/5/2025	Deputy County Clerk II	\$34,222.00	Appointment

Biweekly Movement for Personnel Changes PP#13 - 06/05/2025 - 06/18/2025

Division Name	Employee	Transfer Date	Job Profile	Salary	Reason
Adult Probation	Carlos Escobar	6/5/2025	Probation Officer	\$51,079.80	Transfer
Sheriff's Office	Cassandra Lopez	6/5/2025	Sergeant Sheriff	\$83,945.00	Promotion
Fleet	Cristian Pedraza	6/5/2025	Mechanic I	\$39,616.00	Promotion
Adult Probation	Deajia Williams	6/5/2025	Probation Officer	\$50,750.00	Transfer
County Clerk	Destinie Casimere	6/5/2025	Deputy County Clerk I	\$32,592.00	Transfer
County Clerk	Faith Wisner	6/5/2025	Senior Deputy County Clerk	\$39,616.00	Promotion
Adult Probation	Hope Honish	6/5/2025	Probation Officer	\$51,079.80	Transfer
Sheriff's Office	Jordan Buckley	6/5/2025	Corporal	\$83,945.00	Promotion
Sheriff's Office	Josh Love	6/5/2025	Deputy Sheriff V	\$73,645.00	Promotion
Sheriff's Office	Maria Pinter	6/5/2025	Deputy - Part Time	\$30.00/hour worked	Transfer
Sheriff's Office	Megan Armacost	6/5/2025	Corrections Officer II	\$58,125.00	Promotion
Sheriff's Office	Michael Mauriello	6/5/2025	Corrections Officer V	\$68,799.00	Transfer
Adult Probation	Morena Flores	6/5/2025	Probation Officer	\$51,079.80	Transfer
Sheriff's Office	Richard Mccullor	6/5/2025	Deputy Sheriff V	\$73,645.00	Transfer
Sheriff's Office	Shawn Broussard	6/5/2025	Deputy - Part Time	\$30.00/hour worked	Transfer
Adult Probation	Tony Hall	6/5/2025	Probation Officer	\$50,500.00	Transfer

Biweekly Movement for Terminations PP#13 - 06/05/2025 - 06/18/2025

Division Name	Employee	Termination Date	Job Profile	Salary	Reason
District Clerk	Brodie Warner	6/13/2025	Senior Deputy County Clerk	\$40,393.60	Voluntary
County Clerk	Carrie Ringling	6/18/2025	Deputy County Clerk II	\$34,222.00	Involuntary
Sheriff's Office	Christopher Molis	6/18/2025	Corrections Officer V	\$68,799.00	Voluntary
Environmental Services	Cindy Marroquin	6/13/2025	Custodian	\$31,041.00	Voluntary
Sheriff's Office	David Cates	6/18/2025	Corrections Officer V	\$68,799.00	Retirement
Road & Bridge	David Harper	6/16/2025	Heavy Equipment Operator I	\$35,933.58	Voluntary
Sheriff's Office	Donald Huwe	6/18/2025	Corrections Officer III	\$63,462.00	Retirement
Sheriff's Office	Kelly Bell	6/10/2025	Administrative Assistant I	\$38,469.60	Voluntary
Tax Office	Landry Wills	6/11/2025	Customer Service Representative I	\$34,222.00	Voluntary
Tax Office	Melody Johnson	6/6/2025	Customer Service Representative I	\$34,222.00	Voluntary
Sheriff's Office	Nik Chipman	6/17/2025	Corrections Officer I	\$52,788.00	Voluntary
Sheriff's Office	Randy Willner	6/17/2025	Corrections Officer I	\$52,788.00	Involuntary
Personal Bond	Ravyn Johnson	6/5/2025	Personal Bond Officer	\$41,596.00	Voluntary
Information Technology	Robert Drey	6/5/2025	Technical Support Specialist	\$50,561.41	Voluntary
Sheriff's Office	Rylan Watkins	6/5/2025	Corrections Officer I	\$52,788.00	Voluntary
Auditor's Office	Teresa Dailey	6/18/2025	Accountant II	\$58,618.74	Voluntary
Sheriff's Office	William Dubose	6/17/2025	Deputy Sheriff V	\$73,645.00	Retirement



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
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Galveston, TX 77550
(409) 766-2244

***8.**

Consideration of approval of amendment number two to the Galveston County Employees' Social Security Replacement Plan with One America submitted by Human Resources

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	6/30/25 5:36 pm
2	Dianna Martinez	Approve	7/1/25 10:33 am

ABOUT YOUR PLAN AMENDMENT

GALVESTON COUNTY EMPLOYEES' SOCIAL SECURITY REPLACEMENT PLAN WI971618 May 15, 2025

This amendment makes changes to the way your plan should be administered. The employer and the plan administrator have an obligation to understand the terms of the plan and to follow the terms in operation. The companies of OneAmerica Financial SM make every attempt to ensure the amendment is drafted consistent with your operational intent. As the employer, you have the ultimate responsibility to make certain that your plan is operated in accordance with the written plan document.

OneAmerica Financial does not render legal advice; therefore, it is very important that you review this amendment carefully with your legal counsel before signing it.

If you determine that changes to the amendment are necessary, DO NOT SIGN the amendment. Please notify OneAmerica Financial of the changes being requested to the amendment. The requested changes will be reviewed, and if needed, a new amendment may be provided to you for your signature.

Please refer to the Fee Disclosures, as applicable, for the most current plan and participant expenses.

Amendment Number Two has an effective date of **May 20, 2025**. The terms contained in the amendment will become effective on the later of (i) the stated effective date of the amendment or (ii) the signature date of the amendment.

The amendment includes the following change:

- Substantially equal installment payments will be expanded to allow participant's the ability to prospectively accelerate, decelerate, or stop the payments at any time as long as their new election is otherwise consistent with the terms of the plan and does not violate the Internal Revenue Code.

Please note: The above change expands the installment distribution provisions currently available in your adoption agreement. However, the Basic Plan Document (BPD) does not allow installment payments to be decelerated or stopped after they have begun. It is unclear whether the IRS agrees that installments can be decelerated or stopped once begun.

AMENDMENT NUMBER TWO
TO THE
GALVESTON COUNTY EMPLOYEES' SOCIAL SECURITY REPLACEMENT PLAN

EFFECTIVE DATE: MAY 20, 2025

The plan document for the Galveston County Employees' Social Security Replacement Plan, which was effective January 3, 2025, is hereby amended as follows:

The plan document is amended to read:

31. **FORM OF DISTRIBUTIONS** (Plan Sections 6.5 and 6.6)
Distributions under the Plan may be made in (select all that apply; must select at least one):
- a. ☒ lump-sums
 - b. ☐ substantially equal installments
 - c. ☒ partial withdrawals, provided the minimum withdrawal is \$_____ (leave blank if no minimum)
 - d. ☐ installments are only permitted for Participants or Beneficiaries who must receive required minimum distributions under Code §401(a)(9) except for the following (leave blank if no exceptions):
 - 1. ☐ Only Participants (and not Beneficiaries) may elect installments
 - 2. ☐ Other: _____ (e.g., installments are not permitted for death benefits. Must be definitely determinable and not subject to Employer discretion.)
 - e. ☐ annuity: _____ (describe the form of annuity or annuities)
 - f. ☒ other: substantially equal installments over a period of not more than a Participant's assumed life expectancy (or the assumed life expectancies of a Participant and the Participant's beneficiary). Once installment payments have begun, a Participant may change their election at any time as long as their new election is otherwise consistent with the terms of the Plan and does not otherwise violate the Internal Revenue Code. (must be definitely determinable and not subject to Employer discretion)

NOTE: Regardless of the above, a Participant is not required to request a withdrawal of his or her total Account for an in-service distribution, a hardship distribution, or a distribution from the Participant's Rollover Account.

Cash or property. Distributions may be made in:

- g. ☒ cash only, except for annuity contracts, insurance contracts or, as permitted by the Plan's loan procedures, Participant loans.
- h. ☐ cash or property, except that the following limitation(s) apply: (leave blank if there are no limitations on property distributions):
 - 1. ☐ _____ (must be definitely determinable and not subject to Employer discretion)

Joint and Survivor Annuity provisions. (Plan Sections 6.5(e), 6.5(f), and 6.6(f)) The Joint and Survivor Annuity provisions do not apply to the Plan unless selected below (choose if applicable)

- i. ☐ **Joint and Survivor Annuity applicable as normal form of distribution.** The Joint and Survivor annuity rules set forth in Plan Sections 6.5(e) and 6.5(f) apply to all Participants (if selected, then annuities are a form of distribution under the Plan even if e. above is not selected)
- j. ☐ **Joint and Survivor Annuity rules apply based on Participant election.** Plan Section 6.5(f) will apply and the joint and survivor rules of Code §§401(a)(11) and 417 (as set forth in Plan Sections 6.5(e) and 6.6(f) will apply only if an annuity form of distribution is selected by a Participant.)

AND, if i. or j. is selected above, the one-year marriage rule does not apply unless selected below (choose if applicable).

- 1. ☐ The one-year marriage rule applies.

Spousal consent requirements. Spousal consent is not required for any Plan provisions (except as otherwise elected in i. above for the joint and survivor annuity rules) unless selected below (choose if applicable)

- k. ☐ **Required for all distributions.** A Spouse must consent to all distributions (other than required minimum distributions).
- l. ☐ **Beneficiary designations.** A married Participant's Spouse will be the Beneficiary of the entire death benefit unless the Spouse consents to an alternate Beneficiary.

AND, if k. or l. is selected, the one-year marriage rule does not apply unless selected below (choose if applicable).

- 1. ☐ The one-year marriage rule applies.

Any provisions not included in this amendment remain in full force and effect as stated in current plan documents. The County of Galveston, Texas has caused its name to be signed by its duly authorized officer to evidence adoption of this plan amendment as of the date designated below.

Employer/Plan Administrator
The County of Galveston, Texas

By: _____

Title: _____

Date: _____

Este documento contiene un resumen en inglés de sus derechos y beneficios bajo el plan de jubilación patrocinado por su empleador. Si tiene dificultad para comprender cualquier parte de este documento, contacte al administrador del plan o a un representante de recursos humanos.

This document contains a summary in English of your rights and benefits under your employer sponsored retirement plan. If you have difficulty understanding any part of this document contact the Plan Administrator or human resources representative.

SUMMARY OF MATERIAL MODIFICATION FOR THE GALVESTON COUNTY EMPLOYEES' SOCIAL SECURITY REPLACEMENT PLAN

Due to the recent amendment of the above-referenced Plan, changes have been made that could affect your rights under the Plan. This Summary of Material Modifications (SMM) describes the recent Plan amendment and how that amendment may affect you. This SMM overrides any inconsistent information included in the Plan's Summary Plan Description (SPD) or other Plan forms.

The modifications described in this SMM are effective as of **May 20, 2025**. All other provisions are effective as described in the SPD.

How will my benefits be paid to me?

Forms of distribution. If your vested account balance does not exceed \$5,000, then your vested account balance may only be distributed to you in a single lump-sum payment. In determining whether your vested account balance exceeds the \$5,000 threshold, "rollovers" (and any earnings allocable to "rollover" contributions) will be taken into account.

In addition, if your vested account balance exceeds \$1,000, you must consent to any distribution before it may be made. If your vested account balance exceeds \$5,000, you may elect to receive a distribution of your vested account balance in:

- a single lump-sum payment
- partial withdrawals
- substantially equal installments over a period of not more than a Participant's assumed life expectancy (or the assumed life expectancies of a Participant and the Participant's beneficiary). Once installment payments have begun, a Participant may change their election at any time as long as their new election is otherwise consistent with the terms of the Plan and does not otherwise violate the Internal Revenue Code.

Delaying distributions. You may delay the distribution of your vested account balance unless a distribution is required to be made, as explained earlier, because your vested account balance does not exceed \$1,000. However, if you elect to delay the distribution of your vested account balance, there are rules that require that certain minimum distributions be made from the Plan. Distributions are required to begin not later than the April 1st following the later of the end of the year in which you reach age 70 1/2 (if you were born before July 1, 1949) or age 72 (if you were born after June 30, 1949) or retire.

Medium of payment. Benefits under the Plan will generally be paid to you in cash only except for insurance contracts or annuity contracts.

How will the death benefit be paid to my beneficiary?

Form of distribution. If the death benefit payable to a beneficiary does not exceed \$5,000, then the benefit may only be paid as a lump-sum. If the death benefit exceeds \$5,000, your beneficiary may elect to have the death benefit paid in:

- a single lump-sum payment
- partial withdrawals
- substantially equal installments over a period of not more than a Participant's assumed life expectancy (or the assumed life expectancies of a Participant and the Participant's beneficiary). Once installment payments have begun, a Participant may change their election at any time as long as their new election is otherwise consistent with the terms of the Plan and does not otherwise violate the Internal Revenue Code.

ADDITIONAL INFORMATION

If you have any questions about the modifications described in this SMM or about the Plan in general, or if you would like a copy of the SPD or other Plan documents, you may contact:

The County of Galveston, Texas
722 Moody Avenue, 3rd Floor
Galveston, Texas 77550



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***9.**

Consideration of approval to adopt Uniform Work Hours, in accordance with Senate Bill 65,
submitted by Human Resources

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/2/25 8:44 am

Galveston County Uniform Work Hours

This policy establishes uniform hours of operation for Galveston County Offices and employees whose compensation is set or approved by Commissioner's Court, in accordance with Section 157.021(a) of the Texas Local Government Code.

Standard Office Hours: County Departments that serve the public on a daily basis shall maintain standard office hours and be open and available to the public from 8:00 AM – 5:00 PM, Monday through Friday, unless otherwise specified by the Commissioners Court. Offices are not permitted to be closed for a lunch period.

Flexible Hours: (e.g., adjusted start/end times of employees) Departments may implement flexible work schedules of their employees, provided the total weekly hours meet the minimum necessary work hours of an employee and the schedule ensures adequate coverage for public services and their office is open to the public 8 AM – 5 PM Monday through Friday.

Approval Process to Close Office: Requests for office closures for employee training or any other special circumstance must be submitted to Commissioners Court for approval.

Exceptions: 1.) Law Enforcement Personnel and Departments (Sheriff & Constables) are exempted from this policy due to their offices and employees being accessible to the public 24/7. 2.) Justices of the Peace with multiple locations must have at least one of their offices comply with this policy. 3.) The Tax Assessor-Collector Office only needs to have the Galveston & League City locations comply with this policy. 4.) Knowing that there are many different circumstances that exist, Commissioners Court is open to revisiting this policy and working with Elected Officials & Departments to update this policy at any time. The overall goal is to ensure that Galveston County government is open and available during common hours to be available to the public we serve.



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
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Galveston, TX 77550
(409) 766-2244

***10.**

Receive and file Galveston Central Appraisal District (GCAD) Financial Audit for Year Ended December 31, 2024 submitted by the County Judge

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 3:43 pm

**GALVESTON CENTRAL
APPRAISAL DISTRICT**

FINANCIAL STATEMENTS

For the Year Ended December 31, 2024

GALVESTON CENTRAL APPRAISAL DISTRICT

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Galveston Central Appraisal District
Texas City, Texas

Opinions

We have audited the financial statements of the governmental activities and general fund of the Galveston Central Appraisal District (the "District") as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and general fund of the District as of December 31, 2024, and the respective changes in financial position for the year then ended, in accordance with accounting principles generally accepted in the United States of America ("GAAP").

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS"). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District, and to meet our ethical responsibilities, in accordance with the relevant ethical requirement relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with GAAP; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement dates, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and required pension system supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Houston, Texas
May 14, 2025

GALVESTON CENTRAL APPRAISAL DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS

As Management of Galveston Central Appraisal District (the "District"), we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the year ended December 31, 2024.

Overview of the Financial Statements

The discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements include three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference between the four reported as net position. Over time, increases and decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the District's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., depreciation and earned but unused vacation leave).

The government-wide financial statements present functions of the District that are provided from funding sources (governmental activities). The government-wide financial statements can be found on pages 9 and 10 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District maintains one governmental fund, the General Fund.

Governmental Funds - Governmental funds are used to account for essentially the same function reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances on spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented in the governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financial decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide an adjustments column to facilitate this comparison between the governmental funds and governmental activities. The basic governmental fund financial statements can be found on pages 9 and 10 of this report.

GALVESTON CENTRAL APPRAISAL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (continued)

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found beginning on page 11 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's General Fund budget and pension data. Required supplementary information can be found on pages 31 through 35 of this report.

Government-Wide Financial Analysis

The assets and deferred outflows of the District exceeded its liabilities and deferred inflows at the close of the most recent year by \$2,560,868, compared to \$2,674,103 from the prior year. This decrease of \$113,235 is due to more than anticipated expenses incurred during the fiscal year. Net investment in capital assets decreased by \$1,173 due to depreciation/amortization.

A comparative summary of net position for the District is presented as follows:

	2024	2023, as Restated	Change
Current Assets	\$ 5,262,239	\$ 5,753,118	\$ (490,879)
Capital assets, net	3,015,551	1,865,824	1,149,727
Total Assets	8,277,790	7,618,942	658,848
Total Deferred Outflows of Resources	1,018,123	1,406,606	(388,483)
Current Liabilities	1,785,455	1,961,489	(176,034)
Long-term liabilities	4,886,583	4,280,076	606,507
Total Liabilities	6,672,038	6,241,565	430,473
Total Deferred Inflows of Resources	63,007	109,880	(46,873)
Net investment in capital assets	233,714	234,887	(1,173)
Unrestricted	2,327,154	2,439,216	(112,062)
Total Net Position	\$ 2,560,868	\$ 2,674,103	\$ (113,235)

GALVESTON CENTRAL APPRAISAL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (continued)

Statement of Activities

This statement represents the activity of the District, which results from revenue, expenses, gains and losses during the year. In 2024, the District had revenues of \$7,416,108 and expenses of \$7,529,343. Compared to the prior year, revenues increased approximately \$787,000 and total expenses increased approximately \$1,182,000. The decrease in revenues is due to refunds provided to taxing entities for prior year excess appraisal fees. The increase in expenses is due to an increase in depreciation/amortization expense.

Changes in Net Position

	2024	2023	Change
Appraisal fees, net	\$ 7,165,380	\$ 6,621,425	\$ 543,955
Investment income	233,288	7,892	225,396
Other revenues and gains	17,440	168	17,272
Total Revenues	7,416,108	6,629,485	786,623
Personnel services	4,854,554	4,406,080	448,474
Contracted services	1,168,863	663,511	505,352
Materials and supplies	583,988	544,490	39,498
Other operating expenses	394,029	305,762	88,267
Interest expense	16,910	13,729	3,181
Depreciation/amortization expense	472,159	413,427	58,732
Total Expenses	7,529,343	6,346,999	1,182,344
Change in net position	(113,235)	282,486	(395,721)
Beginning Net Position	2,937,373	2,654,887	282,486
Restatement	(263,270)	-	(263,270)
Ending Net Position	\$ 2,560,868	\$ 2,937,373	\$ (376,505)

General Fund Analysis and Budgetary Highlights

As of December 31, 2024, the District's General fund reported an ending fund balance of \$3,476,784 or 47% of total General fund revenues and 36% of total General Fund expenditures.

The District's General Fund revenues were less than budgeted revenues by \$529,256 due to refunds provided to taxing entities for prior year excess appraisal fees. The General Fund expenditures were less than budgeted expenditures by \$214,411 primarily due to less than anticipated costs for salaries, health insurance, legal fees, and capital outlay. The budgetary comparison schedule as listed in the table of contents of this report provides variance information per financial statement line item.

GALVESTON CENTRAL APPRAISAL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS (continued)

Capital Assets

The District's capital assets as of December 31, 2024 amount to \$3,015,551 (net of accumulated depreciation/amortization). Changes in capital assets held by the District for the current and prior year are summarized as follows:

	2024	2023
Total Capital Assets	<u>\$ 5,157,708</u>	<u>\$ 3,987,899</u>
Less: accumulated depreciation/amortization	<u>(2,142,157)</u>	<u>(2,122,075)</u>
Capital Assets, Net of Accumulated Depreciation/Amortization	<u><u>\$ 3,015,551</u></u>	<u><u>\$ 1,865,824</u></u>

Long-Term Liabilities

The District has one active lease agreement for the right-to-use office space and three active subscription arrangements for the right-to-use software. Changes in long-term debt for the current and prior year are as follows:

	2024	2023
Lease payable	\$ 822,518	\$ 919,770
Subscription arrangement	<u>1,959,319</u>	<u>711,167</u>
	<u><u>\$ 2,781,837</u></u>	<u><u>\$ 1,630,937</u></u>

Economic Factors and Next Year's Budgets and Rates

The District's budget for 2025 decreased by \$1,180,682 to \$8,595,589. Because of the nature of the District's primary source of revenues (appraisal fees charged to taxing entities within the District), an increase in anticipated revenues denotes an increase in budgeted expenditures. All costs are passed on to member entities. Budgeted expenditures have increased primarily due to an increase in anticipated legal fees.

Requests for Information

This financial report is designed to provide a general overview of the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Chief Appraiser
Galveston Central Appraisal District
9850 Emmett F. Lowry Expressway, Ste. A
Texas City, TX 77591

BASIC FINANCIAL STATEMENTS



GALVESTON CENTRAL APPRAISAL DISTRICT
STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET
December 31, 2024

	General Fund	Adjustments	Governmental Activities - Statement of Net Position
Assets			
Current Assets:			
Cash and cash equivalents	\$ 5,206,594	\$ -	\$ 5,206,594
Other assets	55,645	-	55,645
Noncurrent Assets:			
Capital assets, net of accumulated depreciation/amortization	-	3,015,551	3,015,551
Total Assets	<u>5,262,239</u>	<u>3,015,551</u>	<u>8,277,790</u>
Deferred Outflows of Resources			
Deferred Outflows - Pension	-	1,018,123	1,018,123
Total Deferred Outflows of Resources	<u>-</u>	<u>1,018,123</u>	<u>1,018,123</u>
Liabilities			
Current Liabilities:			
Accounts payable	49,268	-	49,268
Unearned revenues	1,736,187	-	1,736,187
Noncurrent Liabilities:			
Compensated absences	-	397,624	397,624
Net pension liability	-	1,707,122	1,707,122
Payable due within one year	-	343,315	343,315
Payable due in more than one year	-	2,438,522	2,438,522
Total Liabilities	<u>1,785,455</u>	<u>4,886,583</u>	<u>6,672,038</u>
Deferred Inflows of Resources			
Deferred Inflows - Pension	-	63,007	63,007
Total Deferred Inflows of Resources	<u>-</u>	<u>63,007</u>	<u>63,007</u>
Fund Balance/Net Position			
Fund Balance			
Committed for future refunds	611,588	(611,588)	
Unassigned	2,865,196	(2,865,196)	
Total Fund Balance	<u>3,476,784</u>	<u>(3,476,784)</u>	
Total Liabilities and Fund Balances	<u>\$ 5,262,239</u>		
Net Position:			
Net investment in capital assets		233,714	233,714
Unrestricted		2,327,154	2,327,154
Total Net Position		<u>\$ 2,560,868</u>	<u>\$ 2,560,868</u>

GALVESTON CENTRAL APPRAISAL DISTRICT
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
For the Year Ended December 31, 2024

	General Fund	Adjustments	Governmental Activities - Statement of Activities
Revenues			
Appraisal fees	\$ 7,165,380	\$ -	\$ 7,165,380
Investment income	233,288	-	233,288
Other revenues	422	-	422
Total Revenues	7,399,090	-	7,399,090
Expenditures / Expenses			
Personnel services	5,057,337	(202,783)	4,854,554
Contracted services	1,168,863	-	1,168,863
Materials and supplies	583,988	-	583,988
Other expenditures/expenses	394,029	-	394,029
Debt service:			
Principal	453,968	(453,968)	-
Interest	16,910	-	16,910
Capital outlay	1,886,765	(1,847,925)	38,840
Depreciation/amortization expense	-	472,159	472,159
Total Expenditures / Expenses	9,561,860	(2,032,517)	7,529,343
Other Financing Sources (Uses)			
Issuance of debt - SBITA	1,847,925	(1,847,925)	-
Gain on lease/SBITA modification	-	17,018	17,018
Total Other Financing Sources (Uses)	1,847,925	(1,830,907)	17,018
Net change in fund balance / net position	(314,845)	201,610	(113,235)
Fund Balance / Net Position - Beginning of year, as previously presented	3,791,629	(854,256)	2,937,373
Restatement	-	(263,270)	(263,270)
Fund Balance / Net Position - Beginning of year, as restated	3,791,629	(1,117,526)	2,674,103
Fund Balance / Net Position - End of Year	\$ 3,476,784	\$ (915,916)	\$ 2,560,868

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS

Note 1 - Summary of Significant Accounting Policies

A. Reporting Entity

The Galveston Central Appraisal District (the District) was created in 1981 as an independent appraisal district under the Texas Property Tax Code for Galveston County, which was enacted into law by the 66th State Legislature in 1979. The District previously operated as part of Galveston County, Texas.

The District is a political subdivision of the State of Texas governed by an elected five-member board. The Governmental Accounting Standards Board has established the criteria for determining whether or not an entity is a primary government or a component unit of a primary government. The primary criteria are that it has a separately elected governing body; it is legally separate; and it is fiscally independent of other state and local governments. Under these criteria, the District is considered a primary government and is not a component unit of any other government. Additionally, no other entities meet the criteria for inclusion in the District's financial statements as component units.

The District's basic responsibility is to locate, list, and appraise property in the District for property tax purposes. The District is required to provide a single appraisal for each property in the District. This valuation should represent 100% of market value. Additional responsibilities include but are not limited to: recording property configuration changes, ownership changes, state and local exemptions, maintenance of ownership maps, and furnishing appraisal roll information to the Property Tax Division of the Comptroller's office.

The District's primary activities include property appraisals on real and personal property within its jurisdiction.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information about the District as a whole. These statements include all activities of the District. The fund based financial statements (i.e. the Balance Sheet and the Statement of Revenues, Expenditures and Changes in Fund Balance) report information of the District at the fund level. As a special-purpose government engaged in a single governmental program, the District has opted to combine its government-wide and fund financial statements in a columnar format showing an adjustments column for reconciling items between the two.

C. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 1 - Summary of Significant Accounting Policies (continued)

D. Assets, Deferred Outflows and Inflows of Resources, Liabilities, and Equity

1. Cash and cash equivalents

The District's cash and cash equivalents consist of cash on hand, amounts in demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. The District does not hold any investments with original maturities of greater than three months from the date of acquisition. The District reports all investments at fair value based on closing balance at year-end date.

2. Capital assets

Capital assets are recorded at cost at the date of acquisition. Donated capital assets are valued at their estimated acquisition value on the date received. Intangible right-to-use leased assets/SBITAs are recorded at the present value of the noncancellable lease payments. For equipment, the District's capitalization policy includes all items with a unit cost of \$5,000 or more and an estimated useful life in excess of one year. The District also capitalizes groups of assets with a unit cost less than \$5,000, such as technology items, that exceed \$5,000 in the aggregate and also have a useful life of more than one year. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are charged to operating expense in the year in which the expense is incurred. Depreciation is computed using the straight-line method over the estimated useful lives of the assets applying the half-year convention. Intangible assets follow the same capitalization policies as tangible capital assets and are reported with tangible assets in the appropriate capital asset class. The following estimated useful lives are used:

<u>Type of Asset</u>	<u>Life (Years)</u>
Other Improvements	10
Furniture	7
Equipment	7-10
Computers	3-5
Right-to-use lease assets	Shorter of lease term or useful life
Right-to-use SBITAs	Subscription Term

3. Unearned revenues

Appraisal fees and other revenues received during the year that are related to the period after the year are reported as unearned revenues.

4. Compensated absences

Compensated absences are absences for which employees will be paid, such as sick leave. A liability for compensated absences that are attributable to services already rendered and that are not contingent on a specific event that is outside the control of the District and its employees is accrued as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the District and its employees are accounted for in the period in which such services are rendered or such events take place.

5. Net position flow assumption

Sometimes the District will fund outlays for a particular purpose from both externally restricted and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 1 - Summary of Significant Accounting Policies (continued)

D. Assets, Deferred Outflows and Inflows of Resources, Liabilities, and Equity (continued)

6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The District reports deferred outflows of resources related to three pension items as follows:

- Pension plan contributions made after the measurement date of the net pension liability will be recognized as a reduction of the net pension liability in the next year.
- Differences between projected and actual earnings on pension plan investments will be amortized over a closed five-year period.
- Assumption changes or inputs will be amortized over a closed four-year period.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The District reports deferred inflows of resources for pension items resulting from the results of differences between expected and actual actuarial experiences. These amounts will be amortized over the expected remaining service lives of all employees (active and inactive employees) that are provided with pensions through the pension plan which is currently 4-5 years for the District plan.

7. Fund balance flow assumptions

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the District's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

8. Fund balance policies

Fund balance of governmental funds is typically reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The District itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the District's highest level of decision-making authority. The Board of Directors is the highest level of decision-making authority for the District that can, by adoption of a resolution prior to the end of the year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the District for specific purposes but do not meet the criteria to be classified as committed. The Board of Directors council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 1 - Summary of Significant Accounting Policies (continued)

D. Assets, Deferred Outflows and Inflows of Resources, Liabilities, and Equity (continued)

8. Fund balance policies (continued)

In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment. The Board of Directors has adopted a financial policy to maintain a minimum level of unassigned fund balance (fund balance reserve) in the general fund. The target level is set at six months of general fund annual operating expenditures. Amounts in excess of the fund balance reserve target are to be committed for future refunds to the taxing entities.

9. Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

10. Pensions

The District reports a liability for pension obligations and related deferred inflows and outflows of resources in accordance with Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions – an Amendment of GASB Statement No. 27*. Changes in the net pension liability from year to year will be recognized as pension expense on the government-wide Statement of Activities or reported as deferred inflows or outflows of resources on the Statement of Net Position, depending on the nature of the change. Transactions giving rise to deferred inflows and outflows of resources are not entirely recognized in the Statement of Activities in the period in which they arise but are instead amortized over multiple years.

11. Leases and Subscription-Based Information Technology Arrangements (SBITAs)

The District has noncancellable contracts for the right-to-use lease assets and subscription software. The District recognizes a liability and an intangible right-to-use asset in the government-wide financial statements. The District recognizes lease/SBITA liabilities with an initial, individual value of \$5,000 or more. At the commencement of a lease/SBITA, the District initially measures the liability at the present value of payments expected to be made during the term. Subsequently, the liability is reduced by the principal portion of payments made. The asset is initially measured as the initial amount of the liability, adjusted for payments made at or before the lease commencement date, or subscription term, plus certain initial direct costs. Subsequently, the asset is amortized on a straight-line basis over its useful life or subscription term. Right-to-use lease and SBITA assets are reported with other capital assets and lease/SBITA liabilities are reported with long-term debt on the statement of net position.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 1 - Summary of Significant Accounting Policies (continued)

D. Assets, Deferred Outflows and Inflows of Resources, Liabilities, and Equity (continued)

12. Implementation of New Accounting Standards

The following GASB pronouncements were effective during fiscal year 2024:

GASB issued Statement No. 99, *Omnibus 2022*, in April 2022. This Statement was issued to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements and accounting and financial reporting for financial guarantees. The requirements of this statement had various effective dates and specific provisions were implemented prior to fiscal year 2024. The remaining requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter. The remaining requirements of this statement were implemented in fiscal year 2024 and did not have a material impact on the financial statements.

GASB issued Statement No. 100, *Accounting Changes and Error Corrections – an Amendment of GASB Statement No. 62*, in June 2022. The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023, and all reporting periods thereafter. The requirements of this statement were implemented in fiscal year 2024 and did not have a material impact on the financial statements.

GASB issued Implementation Guide 2021-1, *Implementation Guidance Update – 2021*, in May 2021. The primary objective of this Implementation Guide is to provide guidance that clarifies, explains, or elaborates on GASB Statements. The requirements of this Implementation Guide had various effective dates and specific provisions were implemented prior to fiscal year 2024. The remaining requirement, an amendment to Question 7.9.8 in Implementation Guide 2015-1 effective for reporting periods beginning after June 15, 2023, requires governments to capitalize assets whose individual acquisition costs are less than the threshold for an individual asset if those assets in the aggregate are significant. The requirements of this statement were implemented in fiscal year 2024 and did not have a material impact on the financial statements.

GASB issued Implementation Guide 2023-1, *Implementation Guidance Update – 2023*, in June 2023. The primary objective of this Implementation Guide is to provide guidance that clarifies, explains, or elaborates on GASB Statements. This Implementation Guide amends Implementation Guide No. 2019-3, *Leases*, Question 4.16, and Implementation Guide No. 2021-1, *Implementation Guidance Update—2021*, Question 4.13. The requirements of this Implementation Guide are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter. The requirements of this Implementation Guide were implemented in fiscal year 2024 and did not have a material impact on the financial statements.

GASB issued Statement No. 101, *Compensated Absences*, in June 2022. The primary objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, and all reporting periods thereafter. The requirements of this statement were implemented in 2024 and the impact is reflected in the financial statements. See Note 7 for more information.

GALVESTON CENTRAL APPRAISAL DISTRICT**NOTES TO THE FINANCIAL STATEMENTS (continued)****Note 2 - Reconciliation of Government-Wide and Fund Financial Statements****Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position**

Total Fund Balance, Governmental Fund	\$ 3,476,784
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental fund.	3,015,551
Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the governmental funds, the difference consists of:	
Accrued compensated absences	(397,624)
Net pension liability	(1,707,122)
Lease/Subscription arrangements payable - principal	(2,781,837)
Deferred inflows and outflows of resources - pension related	955,116
Total Net Position - Governmental Activities	<u>\$ 2,560,868</u>

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance of the Governmental Funds to the Statement of Activities:

Change in Fund Balance, Governmental Fund	\$ (314,845)
The governmental fund reports capital outlays as expenditures. However, in the Statement of Activities, the cost of the assets are allocated over their estimated lives as depreciation/amortization expense.	
Capital outlay expenditures	1,847,925
Depreciation/amortization expense	(472,159)
Proceeds from issuance subscription arrangement is reported as an other financing source in the governmental funds. In the government-wide financial statements, proceeds are treated as an increase in long-term liabilities.	(1,847,925)
Compensated absences reported in the statement of activities do not require the use of current resources and therefore are not reported as expenditures in the governmental fund.	(30,975)
Contributions to the pension plan in the current year are not included on the Statement of Activities.	801,389
Some expenditures reported in the Statement of Activities do not require the use of current financial resources and are not reported as expenditures in the governmental fund.	
Principal payments on lease/subscription arrangements	453,968
Gain on lease/SBITA modification	17,018
Pension expense	(567,631)
Change in Net Position of Governmental Activities	<u>\$ (113,235)</u>

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 3 - Cash and Cash Equivalents

Authorization for Deposits and Investments

The Texas Public Funds Investment Act (PFIA), as prescribed in Chapter 2256 of the Texas Government Code, regulates deposits and investment transactions of the District.

In accordance with applicable statutes, the District has a depository contract with an area bank (depository) providing for interest rates to be earned on deposited funds. The District has adopted a written investment policy regarding the investment of District funds as required by the PFIA (Chapter 2256, Texas Government Code). The investments of the District are in compliance with the District's investment policy. The District is authorized to invest in obligations and instruments as defined in the PFIA (Sec. 2256.001 Texas Government Code). Such investments include (1) obligations of the United States, its agencies and instrumentalities, (2) fully collateralized direct repurchase agreements secured by obligations of the United States or its agencies and instrumentalities, (3) money market mutual funds that are registered and regulated by the SEC, (4) certificates of deposit, and (5) local government investment pools which meet the requirements of the Public Funds Investment Act. The maximum maturity allowed is two years from date of purchase. The District's investment policy strictly prohibits investments such as interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral and collateralized mortgage obligations with inverse floating interest rates or a maturity date of over ten years.

Cash and Cash Equivalent Amounts

The following schedule shows the District's recorded cash and investments at year-end:

	<u>Carrying Amount</u>
Demand deposits	\$ 21,840
Money market	5,184,754
Total Cash and Cash Equivalents	<u><u>\$ 5,206,594</u></u>

Custodial Credit Risk - Deposits

For deposits, this is the risk that in the event of bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. Collateral is required for all bank deposits at 110% of deposits not covered by federal depository insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of the State and its municipalities and school districts. Collateral pledged to cover the District's deposits is required to be held in the District's name by the trust department of a bank other than the pledging bank (the District's agent). Collateral securities must bear a Baa-1 or better rating to qualify for use in securing uninsured depository balances. Deposits at year-end are representative of the types of deposits maintained by the District during the year.

The District's deposits in banks at year-end were entirely covered by federal depository insurance or by acceptable collateral held by the District's agent in the District's name.

Investment Risks

To the extent possible, the District attempts to match investments with anticipated cash flow requirements. The District does not directly invest in securities with a stated maturity date more than two years or 730 days from date of purchase. The settlement date is considered the date of purchase.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 4 - Capital Assets

Capital assets activities for the year ended December 31, 2024, were as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital Assets:				
Other improvements	\$ 55,933	\$ -	\$ -	\$ 55,933
Equipment	37,015	-	-	37,015
Furniture	58,815	-	-	58,815
Mapping equipment	924,269	-	-	924,269
Computers	862,077	-	-	862,077
Right-to-use lease assets	1,111,865	-	-	1,111,865
Right-to-use SBITAs	937,925	1,847,925	(678,116)	2,107,734
Total Capital Assets	3,987,899	1,847,925	(678,116)	5,157,708
Accumulated Depreciation/Amortization:				
Other improvements	(55,933)	-	-	(55,933)
Equipment	(30,999)	(463)	-	(31,462)
Furniture	(52,244)	(1,314)	-	(53,558)
Mapping equipment	(924,269)	-	-	(924,269)
Computers	(611,743)	(64,973)	-	(676,716)
Right-to-use lease assets	(202,152)	(101,076)	-	(303,228)
Right-to-use SBITAs	(244,735)	(304,333)	452,077	(96,991)
Total Accumulated Depreciation/Amortization	(2,122,075)	(472,159)	452,077	(2,142,157)
Net Capital Assets	\$ 1,865,824	\$ 1,375,766	\$ (226,039)	\$ 3,015,551

Depreciation/amortization expense for the year ended December 31, 2024, was \$472,159.

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 5 - Pension Plan

Plan Description: The District provides retirement and death benefits for all of its full-time employees through a non-traditional defined benefit pension plan in the statewide Texas County and District Retirement System (TCDRS). The Board of Trustees of TCDRS is responsible for the administration of the statewide agent multiple-employer public employee retirement system consisting of non-traditional defined benefit pension plans. TCDRS in the aggregate issues an annual comprehensive financial report (ACFR) on a calendar year basis. The ACFR is available upon written request from the TCDRS Board of Trustees at P.O. Box 2034, Austin, Texas 78768-2034 or online at www.tcdrs.org.

The plan provisions are adopted by the governing body of the employer, within the options available in the Texas state statutes governing TCDRS (TCDRS Act). Members can retire at age 60 and above with 8 or more years of service, with 30 years of service regardless of age, or when the sum of their age and years of service equals 75 or more. Members are vested after 8 years of service but must leave their accumulated contributions in the plan to receive any employer-financed benefit. Members who withdraw their personal contributions in a lump sum are not entitled to any amounts contributed by their employer.

Benefit amounts are determined by the sum of the employee’s contributions to the plan, with interest, and employer-financed monetary credits. The level of these monetary credits is adopted by the governing body of the employer within the actuarial constraints imposed by the TCDRS Act so that the resulting benefits can be expected to be adequately financed by the employer’s commitment to contribute. At retirement or death, the benefit is calculated by converting the sum of the employee’s accumulated contributions and the employer-financed monetary credits to a monthly annuity using annuity purchase rates prescribed by the TCDRS Act.

At the December 31, 2023 valuation and measurement date, the employees participating in the plan were as follows:

	December 31, 2023
Number of inactive employees entitled to but not yet receiving benefits	33
Number of active employees	51
Inactive employees receiving benefits	41

Funding Policy: The employer has elected the Annually Determined Contribution Rate (ADCR) plan provisions of the TCDRS Act. The plan is funded by monthly contributions from both employee members and the employer based on the covered payroll of employee members. Under the TCDRS Act, the contribution rate of the employer is actuarially determined annually. It was 21.91% for the calendar year 2024. The contribution rate payable by the employee members is the rate of 7.00% as adopted by the District’s Board of Directors. The employee contribution rate and the employer contribution rate may be changed by the District’s Board of Directors within the options available in the TCDRS Act.

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 5 - Pension Plan (continued)

Actuarial Assumptions: The actuarial assumptions that determined the total pension liability as of December 31, 2023 were based on the results of an actuarial experience study for the period January 1, 2017 to December 31, 2020, except where required to be different by GASB 68.

The following are the key assumptions and methods applied to this measurement period:

Valuation Date:	December 31, 2023
Actuarial Cost Method:	Entry Age
Amortization Method:	Level percentage of payroll, closed
Remaining Amortization Period	16.7 years
Asset Valuation Method:	5-year smoothed market
Inflation:	2.50%
Salary Increases:	Varies by age and service. 4.7% average over career including inflation.
Investment Rate of Return:	7.50%, net of administrative and investment expenses, including inflation.
Retirement Age:	Members who are eligible for service retirement are assumed to commence receiving benefit payments based on age. The average age at service retirement for recent retirees is 61.
Mortality:	135% of the Pub-2010 General Retirees Table for males and 120% of the Pub-2010 General Retirees Table for females, both projected with 100% of the MP-2021 Ultimate scale after 2010.
Changes in Assumptions and Methods Reflected in the Schedule of Employer Contributions*:	2015: New inflation, mortality and other assumptions were reflected. 2017: New mortality assumptions were reflected. 2019: New inflation, mortality and other assumptions were reflected. 2022: New Investment return and inflation assumptions were reflected
Changes in Plan Provisions Reflected in the Schedule of Employer Contributions*:	2015/2016: No changes in plan provisions. 2017: New Annuity Purchase Rates were reflected for benefits earned after 2017. 2018/2019/2020: No changes in plan provisions. 2021: Employer contributions reflect that a 2% flat COLA was adopted. 2022: Employer contributions reflect that a 1% flat COLA was adopted. 2023: No changes in plan provision were reflected in the Schedule.

*Only changes effective 2015 and later are shown in the Notes to Schedule.

Discount Rate: The discount rate used to measure the total pension liability was 7.60%. There was no change in the discount rate since the previous year. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers and the non-employer contributing entity made at the statutorily required rates. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 5 - Pension Plan (continued)

The long-term expected rate of return on pension plan investments is 7.60%. The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of geometric real rates of return for each major asset class included in the systems target asset allocation as of December 31, 2023 are summarized below:

Asset Class	Benchmark	Target Allocation¹	Geometric Real Rate of Return²
U.S. Equities	Dow Jones U.S. Total Stock Market Index	11.50%	4.75%
Global Equities	MSCI World (net) Index	2.50%	4.75%
Int'l Equities - Developed Markets	MSCI World Ex USA (net) Index	5.00%	4.75%
Int'l Equities - Emerging Markets	MSCI Emerging Markets (net) Index	6.00%	4.75%
Investment-Grade Bonds	Bloomberg U.S. Aggregate Bond Index	3.00%	2.35%
Strategic Credit	FTSE High-Yield Cash-Pay Index	9.00%	3.65%
	Morningstar LSTA US Leveraged Loan TR		
Direct Lending	USD Index	16.00%	7.25%
	Cambridge Associates Distressed Securities		
Distressed Debt	Index ⁽³⁾	4.00%	6.90%
	67% FTSE NAREIT All Equity REITs Index +		
REIT Equities	33% S&P Global REIT (net) Index	2.00%	4.10%
Master Limited Partnerships	Alerian MLP Index	2.00%	5.20%
Private Real Estate Partnerships	Cambridge Associates Real Estate Index ⁽⁴⁾	6.00%	5.70%
	Cambridge Associates Global Private		
Private Equity	Equity & Venture Capital Index ⁽⁵⁾	25.00%	7.75%
	Hedge Fund Research, Inc. (HFRI) Fund of		
Hedge Funds	Funds Composite Index	6.00%	3.25%
Cash Equivalents	90-Day U. S. Treasury	2.00%	0.60%
		<u>100.00%</u>	

¹ Target asset allocation adopted at the March 2024 TCDRS Board meeting.

² Geometric real rates of return equal the expected return for the asset class minus the assumed inflation rate of 2.2%, per Cliffwater's 2024 capital market assumptions.

³ Includes vintage years 2005-present of Quarter Pooled Horizon IRRs.

⁴ Includes vintage years 2007-present of Quarter Pooled Horizon IRRs.

⁵ Includes vintage years 2006-present of Quarter Pooled Horizon IRRs.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 5 - Pension Plan (continued)

Sensitivity Analysis: The following presents the net pension liability of the District, calculated using the discount rate of 7.60%, as well as what the District's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate.

	1% Decrease (6.60%)	Current Discount Rate (7.60%)	1% Increase (8.60%)
Total Pension Liability	\$ 28,628,400	\$ 25,903,257	\$ 23,570,118
Fiduciary net position	24,196,135	24,196,135	24,196,135
Net Pension Liability/(Asset)	<u>\$ 4,432,265</u>	<u>\$ 1,707,122</u>	<u>\$ (626,017)</u>

Changes in the Net Pension Liability

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability (Asset)
	(a)	(b)	(a) - (b)
Balance at December 31, 2022	\$ 24,860,203	\$ 22,577,712	\$ 2,282,490
Changes for the Year:			
Service Cost	371,198	-	371,198
Interest	1,856,885	-	1,856,885
Effect of plan changes	298,695	-	298,695
Effect of economic/demographic gains or losses	143,487	-	143,487
Refund of contributions	(62,462)	(62,462)	-
Benefit payments	(1,564,749)	(1,564,749)	-
Administrative expenses	-	(12,634)	12,634
Member contributions	-	197,701	(197,701)
Net investment income	-	2,473,293	(2,473,293)
Employer contributions	-	618,803	(618,803)
Other	-	(31,529)	31,529
Balance at December 31, 2023	<u>\$ 25,903,257</u>	<u>\$ 24,196,135</u>	<u>\$ 1,707,122</u>

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 5 - Pension Plan (continued)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2024, the District recognized pension expense of \$608,489.

At December 31, 2024, the District reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 158,370	\$ (32,266)
Changes in assumptions	-	(30,741)
Net difference between projected and actual earnings	58,364	-
Contributions made subsequent to the measurement date	801,389	-
Totals	<u>\$ 1,018,123</u>	<u>\$ (63,007)</u>

The \$801,389 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2025. Amounts currently reported as deferred outflows of resources and deferred inflows of resources related to pensions, excluding contributions made subsequent to the measurement date, will be recognized in pension expense as follows:

Year Ended December 31,	Amount
2025	\$ (141,263)
2026	(73,014)
2027	525,861
2028	(157,857)
	<u>\$ 153,727</u>

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 6 - Other Postemployment Benefits

Group Term Life Insurance

The District participates in a cost-sharing multiple-employer defined-benefit group-term life insurance plan operated by the TCDRS. This plan is referred to as the Group Term Life Fund (GTLF). This optional plan provides group term life insurance coverage to current eligible employees and, if elected by employers, to retired employees. There are currently no employees that have elected for life insurance upon retirement.

The GTLF is a separate trust administered by the TCDRS board of trustees. TCDRS issues a publicly available annual comprehensive financial report (ACFR) that includes financial statements and required supplementary information for the GTLF. This report is available at www.tcdrs.org. TCDRS' ACFR may also be obtained by writing to the Texas County & District Retirement System; P.O. Box 2034, Austin, TX 78768-2034, or by calling 800-823-7782.

Funding Policy: Each participating employer contributes to the GTLF at a contractually required rate. An annual actuarial valuation is performed and the contractual rate is determined using the unit credit method for providing one-year term life insurance. The District's contributions to the GTLF for the years ended December 31, 2024, December 31, 2023, and December 31, 2022, were \$5,710, \$6,766, and \$5,605, respectively, which equaled the contractually required contribution.

Other Benefits

The District does not provide additional postemployment benefits except those mandated by the Consolidated Omnibus Budget Reconciliation Act (COBRA). The requirements established by COBRA are fully funded by employees who elect coverage under the Act, and no direct costs are incurred by the District.

Note 7 - Compensated Absences

Sick leave and vacation benefits are available only to full-time employees of the District. The long-term liability for compensated absences increased by \$30,975 from the amount previously reported of \$366,649 at December 31, 2023. The December 31, 2023, balance for the liability was restated during 2024 in the amount of \$263,270, in accordance with GASB Statement No. 101, *Compensated Absences*, for a restated beginning balance of \$366,649. As of December 31, 2024, the compensated absences balance was \$397,624.

Sick Leave

Full-time employees accrue paid sick leave at the rate of two hours per week. Unused benefits may be carried forward but may not exceed 96 hours per year. Employees separating from service with the District are not reimbursed for unused sick leave. The District anticipates that the accumulated balance of sick leave is more likely than not to be used prior to separation of service from the District. Therefore, the District records a liability for the balance of unused sick leave in accordance with GASB Statement No. 101, *Compensated Absences*.

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 7 - Compensated Absences (continued)

Vacation Leave

Full-time employees are eligible to accrue vacation leave according to the following schedule:

<u>Months of Service</u>	<u>Hours Accrued per Month</u>
0-59	6.66
60-119	10.00
120-239	13.33
240+	16.66

The maximum amount of unused vacation that may be carried over to the next year is 150% of the yearly entitlement; any unused vacation leave in excess of the 150% is forfeited. Employees separating from service with the District may be compensated for one year of unused vacation benefits. The District estimates the long-term portion of the vacation leave liability and records this amount in the financial statements as a long-term liability.

Note 8 - Appraisal Fees and Refunds

The District's revenues are primarily generated from appraisal services provided to the various taxing entities within the County of Galveston. Appraisal fees are billed on a quarterly basis.

In accordance with the Texas Property Tax code 6.06 (j), any excess funds collected but unspent in any given year is to be credited against each taxing entity’s allocated payments in the proportion to the amount of each taxing entity’s budget allocation no later than 150 days after the end of the year in which the payments were made. There were \$747,966 of refunds for the 2023 year applied in 2024. The calculation of anticipated refunds for 2024 to be applied in 2025 is as follows:

2025 Budgeted Expenditures	\$ 8,595,589
Four (4) Month Reserve per Fund Balance Policy	2,865,196
Fund Balance as of December 31, 2024	3,476,784
Fund Balance Over/(Under) Reserve	<u>\$ 611,588</u>
Excess Fund Balance Due for Future Refunds	\$ 611,588

GALVESTON CENTRAL APPRAISAL DISTRICT

NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 9 - Contingencies and Risk Financing

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered through the Texas Municipal League (TML) Intergovernmental Risk Pool, a public entity risk pool for the benefit of in excess of 1,900 individual governmental units located within the state. TML Intergovernmental Risk Pool is considered a self-sustaining risk pool that provides coverage for its members. Settled claims have not exceeded insurance coverage limits for the past three years.

On December 31, 2024, various lawsuits and claims involving the District were pending. While the ultimate liability with respect to litigation and other claims asserted against the District cannot be reasonably estimated at this time, this liability, to the extent not provided for by insurance or otherwise, is not likely to have a material effect on the District's financial statements because the claims are for lower property valuations. Therefore, the financial impact to the District is in the form of attorneys' fees, which have been estimated and incorporated into the budget process.

Note 10 - Leases Payable

On April 5, 2011, the District signed a Lease Agreement commencing the 1st day of January 2012 with the County of Galveston for new office space for the District. The District moved to the County's Mid County Annex located at 9300 Emmet F. Lowry Expressway, Texas City, Texas in November 2011. The lease agreement is for 20 years with three 5-year renewals. The base rent is the District's pro rata share of the operating and maintenance cost of the office space which will be calculated on an annual basis. The actual base rent will be determined no later than October 31, of each year to be paid effective the following month (November). Minimum annual base rent as of December 31, 2024 is \$108,000 and there are no variable payments. In addition to the base rent, the District agrees to pay the County \$1,106,640 for improvement rent, to be paid in quarterly payments of \$15,370 beginning April 2012 for 20 years. In the unlikely event the District's revenues are not available to satisfy the obligation, the District may terminate the lease by providing written notice of termination to the County not less than 180 days prior to the first day of the period during which payments are scheduled. The District expects to exercise all renewal options as of December 31, 2024.

The following is a summary of the lease activity during the year:

	Balance, January 01, 2024	Additions	Retirements	Balance December 31, 2024	Due Within One Year
Lease Payable	\$ 919,770	\$ -	\$ (97,252)	\$ 822,518	\$ 98,453

The future principal and interest lease payments as of December 31, 2024 were as follows:

December 31,	Principal	Interest	Total
2025	\$ 98,453	\$ 9,547	\$ 108,000
2026	99,666	8,334	108,000
2027	100,900	7,100	108,000
2028	102,145	5,855	108,000
2029	103,407	4,593	108,000
2028 - 2030	317,947	6,053	324,000
	<u>\$ 822,518</u>	<u>\$ 41,482</u>	<u>\$ 864,000</u>

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE FINANCIAL STATEMENTS (continued)

Note 11 - Subscription-Based Information Technology Arrangements

The following is a summary of the SBITA activity during the year:

Description	Start	End	Interest Rate	Beginning Balance	Additions	Retirements	Ending Balance	Due Within One Year
Pictometry Software	11/18/20	12/31/32	3.764%	\$ 467,935	\$ 1,847,925	\$ (467,935)	\$ 1,847,925	\$ 225,760
Trepp, inc Software	12/29/23	12/29/26	3.764%	178,795	-	(114,026)	64,769	-
Costar, inc Software	03/04/22	04/30/27	3.764%	64,437	-	(17,812)	46,625	19,102
				<u>\$ 711,167</u>	<u>\$ 1,847,925</u>	<u>\$ (599,773)</u>	<u>\$ 1,959,319</u>	<u>\$ 244,862</u>

During the year, the District amended the Pictometry Software SBITA. As a result, \$243,057 of the remaining liability was removed and \$226,039 of the right-to-use asset, resulting in a gain on the SBITA modification in the amount \$17,018.

In addition, the current year reduction for the Trepp, Inc. Software SBITA included an advance payment of \$59,296.

The future principal and interest SBITA payments as of December 31, 2024 were as follows:

December 31,	Principal	Interest	Total
2025	\$ 244,862	\$ 5,084	\$ 249,946
2026	319,256	95,291	414,547
2027	254,545	79,874	334,419
2028	261,713	65,588	327,301
2029	276,762	50,539	327,301
2030 - 2032	602,181	52,422	654,603
	<u>\$ 1,959,319</u>	<u>\$ 348,798</u>	<u>\$ 2,308,117</u>

All amounts paid were previously included in the measurement of the subscription liability and there were no other related outflows of resources for the period such as variable payments or termination penalties. In addition, there were no commitments incurred prior to commencement of any SBITA term and there were no impairment losses related to SBITA assets.

Note 12 - Subsequent Events

In preparing these financial statements, the District has evaluated events and transactions for potential recognition or disclosure through May 14, 2025, the date on which the financial statements were available to be issued. The District has no events to report as of this date.



REQUIRED SUPPLEMENTARY INFORMATION



GALVESTON CENTRAL APPRAISAL DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL – GENERAL FUND
For the Year Ended December 31, 2024

	Original Budget	Amendments	GAAP Adjustments	Final Budget	Actual, Budget Basis	Variance with Final Budget
Revenues						
Appraisal Fees, gross	\$ 7,913,346	\$ -	\$ -	\$ 7,913,346	\$ 7,913,346	\$ -
Appraisal fee refunds	-	-	-	-	(747,966)	(747,966)
Interest Income	15,000	-	-	15,000	233,288	218,288
Other Revenue	-	-	-	-	422	422
Contributions from Reserves	-	-	-	-	314,845	314,845
Total Revenues	<u>7,928,346</u>	<u>-</u>	<u>-</u>	<u>7,928,346</u>	<u>7,713,935</u>	<u>(214,411)</u>
Expenditures						
Personnel Services:						
Salaries	3,319,152	-	-	3,319,152	3,209,260	109,892
Chief Appraiser Expense	2,500	-	-	2,500	2,218	282
Taxpayer Liaison Officer	9,000	-	-	9,000	9,000	-
Retirement	690,120	-	-	690,120	801,390	(111,270)
MC/FICA	232,700	-	-	232,700	237,593	(4,893)
Group Health Insurance	860,000	-	-	860,000	762,105	97,895
Workman's Comp	23,100	-	-	23,100	9,888	13,212
Employment Insurance	30,974	-	-	30,974	25,883	5,091
Contracted Services:						
Part Time/Contract Lab.	30,000	10,000	-	40,000	45,522	(5,522)
Appraisal Services	202,800	-	-	202,800	202,800	-
Travel/Auto Allowances	165,000	50,000	-	215,000	220,995	(5,995)
ARB Per Diem	130,000	-	-	130,000	88,448	41,552
Annual Audit	20,000	-	-	20,000	18,540	1,460
Legal Fees	300,000	250,000	-	550,000	592,558	(42,558)
Materials and Supplies:						
Office Supplies	40,000	-	-	40,000	10,657	29,343
Postage Freight	200,000	-	-	200,000	134,285	65,715
Janitorial Services/Supplies	40,000	-	-	40,000	26,259	13,741
Dues/Books/Subscriptions	16,000	-	-	16,000	15,772	228
Education/Registration	20,000	-	-	20,000	13,784	6,216
Capital Outlay	350,000	-	1,564,934	1,914,934	1,886,765	28,169
Forms/Printing	55,000	20,000	-	75,000	63,976	11,024
Telephone/Comm.	52,000	-	-	52,000	36,032	15,968
General Office	45,000	-	-	45,000	64,117	(19,117)
Mapping Services	30,000	10,000	-	40,000	31,599	8,401
Computer Supplies	80,000	-	(6,154)	73,846	86,957	(13,111)
Maintenance/Equip	100,000	30,000	-	130,000	100,550	29,450
Other Expenditures:						
Maint Agree - Computer	175,000	30,000	(73,733)	131,267	194,370	(63,103)
Office Space/Lease	200,000	-	(108,000)	92,000	138,565	(46,565)
Legal/News Notices	30,000	-	-	30,000	10,851	19,149
Insurance	45,000	-	-	45,000	50,243	(5,243)
Contingency	35,000	-	-	35,000	-	35,000
Election	400,000	(400,000)	-	-	-	-
Debt Service:						
Office Lease						
Principal	-	-	97,252	97,252	97,252	-
Interest	-	-	10,748	10,748	10,748	-
Subscription software						
Principal	-	-	356,716	356,716	356,716	-
Interest	-	-	6,162	6,162	6,162	-
Total Expenditures	<u>7,928,346</u>	<u>-</u>	<u>1,847,925</u>	<u>9,776,271</u>	<u>9,561,860</u>	<u>214,411</u>
Other Financing Sources (Uses)						
Issuance of debt - SBITA	-	-	1,847,925	1,847,925	1,847,925	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>1,847,925</u>	<u>1,847,925</u>	<u>1,847,925</u>	<u>-</u>
Net change in Fund Balance	-	-	-	-	-	-
Fund Balance - Beginning of Year	<u>3,791,629</u>	<u>-</u>	<u>-</u>	<u>3,791,629</u>	<u>3,791,629</u>	<u>-</u>
Fund Balance - End of Year	<u>\$ 3,791,629</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,791,629</u>	<u>\$ 3,791,629</u>	<u>\$ -</u>

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION

Budgets and Budgetary Accounting

The modified accrual basis of accounting, which is in accordance with GAAP, is used for both financial reporting and budgeting purposes. The budget is approved annually by the District's Board of Directors. The budget is typically adopted in the fall and is later amended after all taxing entities have adopted their tax rates. Unused budget appropriations lapse at year-end. Encumbrance accounting is not utilized. Debt service expenditures for lease and subscription software are budgeted under operational line-items and are adjusted to debt service categories in accordance with GAAP.

Budget Amendments

Any amendments within line items of \$30,000 or greater must be approved by the Board of Directors. During the current year, a budget amendment was approved to decrease legal fees by \$300,000 and increase capital outlay by \$300,000.

Expenditures Exceeding Appropriations

The District's expenditures exceeded appropriations for various function expenditures during the year. However, total expenditures for all categories were less than appropriations.

GALVESTON CENTRAL APPRAISAL DISTRICT
TEXAS COUNTY & DISTRICT RETIREMENT SYSTEM
SCHEDULE OF CHANGES IN NET PENSIONS LIABILITY AND RELATED RATIOS
For the Last Ten Measurement Years

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
Total Pension Liability										
Service cost	\$ 371,198	\$ 374,632	\$ 349,439	\$ 344,718	\$ 322,895	\$ 324,212	\$ 340,786	\$ 312,665	\$ 277,614	\$ 293,519
Interest on total pension liability	1,856,885	1,807,565	1,726,037	1,652,471	1,569,882	1,503,844	1,464,157	1,370,867	1,305,012	1,225,875
Effect of plan changes	298,695	-	105,986	200,353	-	-	-	-	(15,567)	-
Effect of assumption changes or inputs	-	-	(122,961)	1,146,580	-	-	82,427	-	175,442	-
Effect of economic/demographic (gains) or losses	143,487	(64,532)	203,017	63,305	172,849	25,354	(414,536)	105,893	(165,306)	(24,666)
Benefit payments/refunds of contributions	(1,627,210)	(1,309,181)	(1,122,205)	(1,081,306)	(1,054,877)	(1,019,434)	(915,190)	(738,629)	(668,685)	(511,000)
Net Change in Total Pension Liability	1,043,055	808,484	1,139,313	2,326,121	1,010,749	833,976	557,644	1,050,796	908,510	983,728
Total Pension Liability, Beginning	24,860,203	24,051,719	22,912,406	20,586,285	19,575,536	18,741,560	18,183,916	17,133,120	16,224,610	15,240,882
Total Pension Liability, Ending (a)	\$ 25,903,257	\$ 24,860,203	\$ 24,051,719	\$ 22,912,406	\$ 20,586,285	\$ 19,575,536	\$ 18,741,560	\$ 18,183,916	\$ 17,133,120	\$ 16,224,610
Fiduciary Net Position										
Employer contributions	\$ 618,803	\$ 639,322	\$ 534,586	\$ 483,664	\$ 432,158	\$ 445,048	\$ 431,341	\$ 370,013	\$ 340,315	\$ 364,090
Member contributions	197,701	182,143	170,561	162,226	153,951	148,491	146,502	140,080	129,749	131,239
Investment income net of investment expenses	2,473,293	(1,395,972)	4,455,697	1,962,227	2,750,919	(331,340)	2,273,177	1,093,883	(219,199)	950,515
Benefit payments/refunds of contributions	(1,627,210)	(1,309,181)	(1,122,205)	(1,081,306)	(1,054,877)	(1,019,434)	(915,190)	(738,629)	(668,685)	(511,000)
Administrative expenses	(12,634)	(13,231)	(13,267)	(15,003)	(14,481)	(13,452)	(11,658)	(11,854)	(10,774)	(11,349)
Other	(31,529)	(48,172)	(6,168)	(11,002)	(13,405)	(10,928)	(4,631)	16,078	(26,668)	26,241
Net Change in Fiduciary Net Position	1,618,424	(1,945,091)	4,019,204	1,500,806	2,254,265	(781,615)	1,919,541	869,571	(455,262)	949,736
Fiduciary Net Position, Beginning	22,577,713	24,522,804	20,503,600	19,002,794	16,748,529	17,530,144	15,610,603	14,741,032	15,196,294	14,246,558
Fiduciary Net Position, Ending (b)	\$ 24,196,135	\$ 22,577,713	\$ 24,522,804	\$ 20,503,600	\$ 19,002,794	\$ 16,748,529	\$ 17,530,144	\$ 15,610,603	\$ 14,741,032	\$ 15,196,294
Net Pension Liability / (Asset), Ending = (a) - (b)	\$ 1,707,122	\$ 2,282,490	\$ (471,085)	\$ 2,408,806	\$ 1,583,491	\$ 2,827,007	\$ 1,211,416	\$ 2,573,313	\$ 2,392,088	\$ 1,028,316
Fiduciary Net Position as a % of Total Pension Liability	93.41%	90.82%	101.96%	89.49%	92.31%	85.56%	93.54%	85.85%	86.04%	93.66%
Pensionable Covered Payroll	\$ 2,824,293	\$ 2,602,043	\$ 2,436,574	\$ 2,317,508	\$ 2,199,278	\$ 2,121,296	\$ 2,092,870	\$ 2,001,150	\$ 1,853,563	\$ 1,874,831
Net Pension Liability as a % of Covered Payroll	60.44%	87.72%	-19.33%	103.94%	72.00%	133.27%	57.88%	128.59%	129.05%	54.85%

GALVESTON CENTRAL APPRAISAL DISTRICT
TEXAS COUNTY & DISTRICT RETIREMENT SYSTEM
SCHEDULE OF EMPLOYER CONTRIBUTIONS
LAST TEN FISCAL YEARS

Year Ended December 31,	Actuarially Determined Contribution	Actual Employer Contribution	Contribution Deficiency (Excess)	Pensionable Covered Payroll	Actual Contribution as a % of Covered Payroll
2015	\$ 340,314	\$ 340,314	\$ -	\$ 1,853,563	18.36%
2016	370,013	370,013	-	2,001,150	18.49%
2017	386,972	386,972	-	2,092,870	18.49%
2018	445,048	445,048	-	2,121,296	20.98%
2019	432,158	432,158	-	2,199,278	19.65%
2020	483,664	483,664	-	2,317,508	20.87%
2021	534,584	534,584	-	2,436,574	21.94%
2022	639,322	639,322	-	2,602,043	24.57%
2023	618,803	618,803	-	2,824,293	21.91%
2024	801,389	801,389	-	3,358,718	23.86%

GALVESTON CENTRAL APPRAISAL DISTRICT
NOTES TO SCHEDULE OF EMPLOYER CONTRIBUTIONS

Methods and assumptions used to determine contribution rates:

Valuation Date:	December 31, 2023
Actuarial Cost Method:	Entry Age Normal
Amortization Method:	
Recognition of economic / demographic gains or losses:	Straight-Line amortization over Expected Working Life
Recognition of assumptions changes or inputs:	Straight-Line amortization over Expected Working Life
Asset Valuation Method:	
Smoothing period:	5 years
Recognition method:	Non-asymptotic
Corridor:	None
Inflation:	2.50%
Salary Increases:	Varies by age and service. 4.7% average over career including inflation.
Investment Rate of Return:	7.60% (Gross of administrative expenses)
Cost-of-Living Adjustments:	No assumption for future cost-of-living adjustments is included in the funding valuation.
Mortality:	<p>Depositing members - 90% of the RP-2014 Active Employee Mortality Table for males and 90% of the RP-2014 Active Employee Mortality Table for females, projected with 110% of the MP-2014 Ultimate scale after 2014.</p> <p>Service retirees, beneficiaries and non-depositing members - 130% of the RP-2014 Healthy Annuitant Mortality Table for males and 110% of the RP-2014 Healthy Annuitant Mortality Table for females, both projected with 110% of the MP-2014 Ultimate scale after 2014.</p> <p>Disabled retirees - 130% of the RP-2014 Disabled Annuitant Mortality Table for males and 115% of the RP-2014 Disabled Annuitant Mortality Table for females, both projected with 110% of the MP-2014 Ultimate scale after 2014.</p>





GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***11.**

Receive and file Galveston County Emergency Services District No. 2 Annual Financial Report for Fiscal Year Ended September 30, 2024 submitted by the County Judge

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 4:20 pm

BENCKENSTEIN & OXFORD, L.L.P.

Joshua C. Heinz

ATTORNEYS AT LAW
3535 CALDER AVENUE, SUITE 300
BEAUMONT, TEXAS 77706
PHONE: (409) 833-9182
FAX: (409) 833-8819

jheinz@benoxford.com

June 19, 2025

Via Email: mark.henry@co.galveston.tx.us

Galveston County Commissioners Court
c/o Hon. Mark Henry, County Judge
Galveston County Courthouse
722 Moody, Suite 200
Galveston, Texas 77550

Re: Galveston County Emergency Services District No. 2
Annual Financial Report for Fiscal Year Ended September 30, 2024
B&O File No. 87226.

Dear Judge Henry and County Commissioners,

Enclosed please find Galveston County Emergency Services District No. 2's ("GCESD No. 2") Annual Financial Report for the fiscal year ended September 30, 2024 (accepted/approved by GCESD No. 2's Board of Commissioners during its June 18, 2025 regular meeting), which is being submitted to the Galveston County Commissioners Court in accordance with Section 775.082 of the Texas Health & Safety Code.

Sincerely,

BENCKENSTEIN & OXFORD, L.L.P.



By: _____
Joshua C. Heinz

JCH/jcr
Enclosure

cc: **Via Email**
Joe Giusti, Commissioner, Pct. 2
Dianna Martinez, Office Coordinator

Via Email
GCESD No. 2
Kate Newberry, President
Greg Fountain, Treasurer
Doug Saunders, District Manager

ANNUAL FINANCIAL REPORT

of the

Galveston County Emergency Services District No. 2

For the Year Ended
September 30, 2024

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Galveston County Emergency Services District No. 2

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INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners of the
Galveston County Emergency Services District No. 2:

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and the general fund of Galveston County Emergency Services District No. 2 (the "District") as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the District, as of September 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information for the general fund be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

A handwritten signature in black ink that reads "Brooks Watson & Co." in a cursive, flowing script.

BrooksWatson & Co., PLLC
Certified Public Accountants
Houston, Texas
June 6, 2025

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***MANAGEMENT'S DISCUSSION
AND ANALYSIS***

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Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Year Ended September 30, 2024

The purpose of the Management's Discussion and Analysis (the "MD&A") is to give the readers an objective and easily readable analysis of the financial activities of the Galveston County Emergency Services District No. 2 (the "District") for the year ended September 30, 2024. The analysis is based on currently known facts, decisions, or economic conditions. It presents short and long-term analysis of the District's activities, compares current year results with those of the prior year, and discusses the positive and negative aspects of that comparison. Governmental Accounting Standards Board (GASB) Statement No. 34 establishes the content of the minimum requirements for MD&A. Please read the MD&A in conjunction with the District's financial statements, which follow this section.

THE STRUCTURE OF OUR ANNUAL REPORT

The annual financial report is presented as compliant with the financial reporting model in effect pursuant to GASB Statement No. 34. The financial reporting model requires governments to present certain basic financial statements as well as a Management's Discussion and Analysis (MD&A) and certain other Required Supplementary Information (RSI). The basic financial statements include (1) government-wide financial statements, (2) individual fund financial statements, and (3) notes to the financial statements.

Government-Wide Statements

The government-wide statements report information for the District as a whole. These statements include transactions and balances relating to all assets, including capital assets. These statements are designed to provide information about cost of services, operating results, and financial position of the District as an economic entity. The Statement of Net Position and the Statement of Activities report information on the District's activities that enable the reader to understand the financial condition of the District. These statements are prepared using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account even if cash has not yet changed hands.

The Statement of Net Position presents information on all of the District's assets and liabilities. The difference between the two is reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. Other non-financial factors, such as the District's property tax base need to be considered to assess the overall health of the District.

The Statement of Activities presents information showing how the District's net position changed during the most recent year. All changes in the net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows – the accrual method rather than modified accrual that is used in the fund level statements.

Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended September 30, 2024

The Statement of Net Position and the Statement of Activities present the District using one class of activity:

1. Governmental Activities – The District's emergency service operations are reported here.

The government-wide financial statements can be found after the MD&A within this report.

FUND FINANCIAL STATEMENTS

Funds may be considered as operating companies of the parent corporation, which is the District. They are usually segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal reporting requirements. The District's operations are reported using governmental funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The District maintains one governmental fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the general fund which is considered to be a major fund. The general fund is used to report the District's activities.

The District adopts an annual unappropriated budget for its general fund. A budgetary comparison schedule has been provided to demonstrate compliance with this budget.

Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended September 30, 2024

Notes to Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes can be found after the financial statements within this report.

Other Information

In addition to basic financial statements, this MD&A, and accompanying notes, this report also presents certain RSI. The RSI that GASB Statement No. 34 requires includes a budgetary comparison schedule for the general fund. The RSI can be found after the notes to the financial statements within this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. For the District, assets exceed liabilities by \$5,039,389 as of year end. Unrestricted net position, \$3,766,500, may be used to meet the District's ongoing emergency service operations.

Statement of Net Position:

The following table reflects the condensed Statement of Net Position:

	Governmental Activities		\$ Change
	2024	2023	
Current and other assets	\$ 3,778,256	\$ 3,699,265	\$ 78,991
Capital assets, net	1,575,841	1,349,353	226,488
Total Assets	5,354,097	5,048,618	305,479
Total Deferred Outflows	163,515	-	163,515
Current liabilities	266,745	450,651	(183,906)
Long-term liabilities	211,478	304,743	(93,265)
Total Liabilities	478,223	755,394	(277,171)
Net Position:			
Net investment in capital assets	1,272,889	950,301	322,588
Unrestricted	3,766,500	3,342,923	423,577
Total Net Position	\$ 5,039,389	\$ 4,293,224	\$ 746,165

Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended September 30, 2024

The overall condition of the District experienced increases in property and sales taxes due to continued growth within the District. Current assets represent property, sales tax, and EMS receivables as well as cash, which increased by \$78,991. Capital assets (net of accumulated depreciation) increased by \$226,488 due primarily to the purchase of remounts for two ambulances and various medical equipment. Current liabilities represent amounts owed for expenditures related to current year volunteer fire department ("VFD") and emergency medical services ("EMS"). Current liabilities decreased due to nonrecurring vendor payables owed for a new ambulance purchased in prior year. Long-term liabilities decreased as a result of the District entering into a lease agreement for the purchase of new medical equipment in prior year.

Statement of Activities:

The following table provides a summary of the District's changes in net position:

	Governmental Activities		
	2024	2023	\$ Change
Revenues			
General revenues:			
Property taxes	\$ 1,462,769	\$ 1,345,531	\$ 117,238
Sales taxes	2,068,131	2,026,096	42,035
EMS revenue	445,421	251,644	193,777
Investment income	142,759	90,550	52,209
Other revenue	168,283	9,477	158,806
Total Revenues	4,287,363	3,723,298	564,065
Expenses			
Public safety	3,531,118	2,964,263	566,855
Interest and fiscal charges	10,080	6,669	3,411
Total Expenses	3,541,198	2,970,932	570,266
Change in Net Position	746,165	752,366	(6,201)
Beginning Net Position	4,293,224	3,540,858	752,366
Ending Net Position	\$ 5,039,389	\$ 4,293,224	\$ 746,165

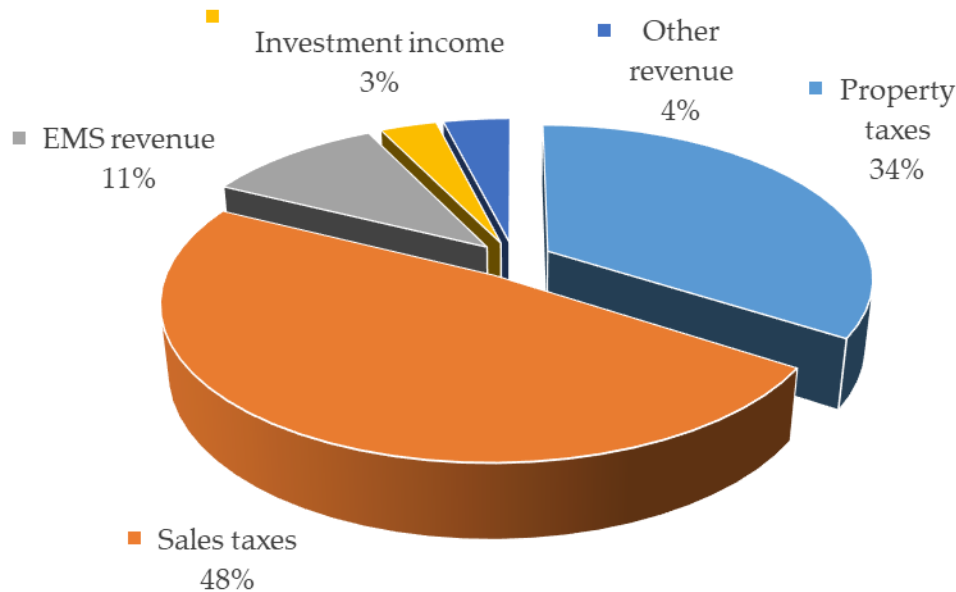
Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended September 30, 2024

Graphic presentations of selected data from the summary tables are displayed below to assist in the analysis of the District's activities.

GOVERNMENTAL REVENUES



The District reported an increase in net position of \$746,165. EMS revenue showed the most significant increase of \$193,777, or 77%, due to overall increase in emergency services used. Property taxes and sales taxes showed increases of \$117,238 and \$42,035, respectively. The increase in property taxes is due to greater property values within the District. Sales tax increased due to growth within the District. In addition, the District had an increase in investment income totaling \$52,209, or 58%, due to greater interest bearing account balances and the realization of higher interest rates. Other revenue increased \$158,806 due to a charity care grant received in the current year.

The District's largest current year expense relates to VFD and EMS service operations totaling \$3,075,533. This increase of \$566,855 is due to growth in the District and increased demand.

FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

As noted earlier, fund accounting is used to demonstrate and ensure compliance with finance-related legal requirements.

Governmental Funds – The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, the unassigned fund balance

Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended September 30, 2024

may serve as a useful measure of the District's net resources available for spending at the end of the year.

The District's general fund reflects an unassigned fund balance of \$836,054. There was an increase in fund balance of \$288,134 from the prior year. The most significant change in the general fund when compared to the prior year relates to the increase in EMS revenue of \$184,557. In addition, other revenue increased \$158,806 due to a charity care grant received in the current year. Property tax also increased by \$107,085 due to greater assessed values. In addition, EMS expenditures increased by \$429,481, due to greater EMS salaries and retirement benefits.

GENERAL FUND BUDGETARY HIGHLIGHTS

Actual general fund revenues were more than final budgeted revenues by \$109,714 for the year. Actual general fund expenditures were under the final budget by \$160,683, for a total positive budget variance of \$270,397 for the year.

CAPITAL ASSETS

As of the end of the year, the Districts' governmental activities funds had invested \$1,575,841 in a variety of capital assets and infrastructure, net of accumulated depreciation. Current year additions include the purchase of a 2023 Ford Expedition for \$69,567, and remounts for two 2015 Dodge Ram ambulances totaling for \$266,358. More detailed information about the District's capital assets is presented in note IV. D to the financial statements.

LONG-TERM DEBT

The District's outstanding notes payable decreased by \$96,100 from the prior year. The total long-term debt was \$302,952 at the close of the fiscal year. More detailed information about the District's long-term liabilities is presented in note IV.D to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The District is located in Galveston County, Texas. The District anticipates an increase in the overall property values in the county resulting in an increase in the assessed valuation of the District. The overall economic recovery and continued development within the District will continue to fuel increased sales tax receipts in the coming year.

Galveston County Emergency Services District No. 2

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)

For the Year Ended September 30, 2024

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the District's finances. Questions concerning this report or requests for additional financial information should be directed to Greg Fountain, District Treasurer, P.O. Box 1698, Crystal Beach, Texas 77650.

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FINANCIAL STATEMENTS

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Galveston County

Emergency Services District No. 2

STATEMENT OF NET POSITION

September 30, 2024

	<u>Governmental Activities</u>
<u>Assets</u>	
Cash	\$ 3,164,516
Taxes receivable	509,086
EMS receivable	97,023
Other assets	7,631
Total Current Assets	<u>3,778,256</u>
Capital assets:	
Non-depreciable	440,882
Net depreciable capital assets	1,134,959
Total Capital Assets	<u>1,575,841</u>
Total Assets	<u>5,354,097</u>
<u>Deferred Outflows of Resources</u>	
Pension contributions	162,330
Pension gains on investments	1,185
Total Deferred Outflows of Resources	<u>163,515</u>
<u>Liabilities</u>	
Accounts payable	100,736
Accrued interest	4,256
Compensated absences, current	63,251
Long-term debt, current	98,502
Total Current Liabilities	<u>266,745</u>
Noncurrent liabilities:	
Compensated absences, noncurrent	7,028
Long-term debt, noncurrent	204,450
Total Noncurrent Liabilities	<u>211,478</u>
Total Liabilities	<u>478,223</u>
<u>Net Position</u>	
Net investment in capital assets	1,272,889
Unrestricted	3,766,500
Total Net Position	<u><u>\$ 5,039,389</u></u>

See Notes to Financial Statements.

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Galveston County

Emergency Services District No. 2

STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2024

	<u>Governmental Activities</u>
<u>Expenses</u>	
Public safety - fire protection and emergency medical services	
General and administrative	\$ 373,352
Fire department services	163,696
Emergency medical services	2,994,070
Interest	10,080
Total Program Expenses	<u>3,541,198</u>
 <u>General Revenues</u>	
Property taxes	1,462,769
Sales taxes	2,068,131
EMS revenue	445,421
Investment income	142,759
Other revenue	168,283
Total General Revenues	<u>4,287,363</u>
 Change in Net Position	<u>746,165</u>
 Beginning Net Position	<u>4,293,224</u>
 Ending Net Position	<u><u>\$ 5,039,389</u></u>

See Notes to Financial Statements.

Galveston County

Emergency Services District No. 2

BALANCE SHEET

September 30, 2024

	<u>General Fund</u>
<u>Assets</u>	
Cash	\$ 3,164,516
Taxes receivable	509,086
EMS receivable, net	97,023
Other assets	7,631
Total Assets	<u><u>3,778,256</u></u>
<u>Liabilities</u>	
Accounts payable	100,736
Total Liabilities	<u>100,736</u>
<u>Deferred inflows of resources</u>	
Unavailable revenue - property taxes	91,695
Unavailable revenue - EMS	53,921
Total Deferred Inflows of Resources	<u>145,616</u>
<u>Fund balance</u>	
Committed	2,695,850
Unassigned	836,054
Total Fund Balance	<u>3,531,904</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	<u><u>\$ 3,778,256</u></u>

See Notes to Financial Statements.

Galveston County

Emergency Services District No. 2

RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION GOVERNMENTAL FUND

September 30, 2024

Fund Balances - Total Governmental Funds	\$	3,531,904
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Adjustments for the Statement of Net Position:

Capital assets used in governmental activities are not current financial resources and, therefore, not reported in the governmental funds.

Capital assets - non-depreciable		440,882
Capital assets - net depreciable		1,134,959

Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the governmental funds.

Property taxes receivable		91,695
EMS receivable		53,921

Deferred outflows of resources represent a consumption of net position that applies to a future period and is not recognized as an outflow of resources (expense/expenditures) until then

Pension contributions		162,330
OPEB contributions		1,185

Some liabilities, including bonds payable and deferred charges, are not reported as liabilities in the governmental funds.

Compensated absences		(70,279)
Accrued interest		(4,256)
Note payable - Due in one year		(98,502)
Note payable - Due in more than one year		(204,450)

Net Position of Governmental Activities	\$	5,039,389
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See Notes to Financial Statements.

Galveston County

Emergency Services District No. 2

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE

For the Year Ended September 30, 2024

	General Fund
Revenues	
Property taxes	\$ 1,447,203
Sales taxes	2,068,131
EMS revenue	436,201
Investment income	142,759
Other revenue	168,283
Total Revenues	<u>4,262,577</u>
Expenditures	
General and administrative	305,048
EMS expenses	2,782,261
Dues and subscriptions	4,881
Fire department	163,696
Professional and legal fees	63,829
Travel	13,066
Insurance	520
Capital outlay	535,452
Debt service	
Principal	96,100
Interest	9,590
Total Expenditures	<u>3,974,443</u>
Net Change in Fund Balance	288,134
Beginning Fund Balance	<u>3,243,770</u>
Ending Fund Balance	<u><u>\$ 3,531,904</u></u>

See Notes to Financial Statements.

Galveston County

Emergency Services District No. 2

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES

For the Year Ended September 30, 2024

Amounts reported for governmental activities in the Statement of Activities are different because:

Net change in fund balance	\$	288,134
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay		453,219
Depreciation expense		(226,731)

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		24,786
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Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Accrued interest		(490)
Compensated absences		(52,368)
Pension expense		162,330
OPEB expense		1,185

The issuance of long-term debt (e.g., bonds, leases, certificates of obligation) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when they are first issued; whereas, these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Principal payments		96,100
Net Change in Net Position	\$	<u>746,165</u>

See Notes to Financial Statements.

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Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS

September 30, 2024

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Government-Wide Financial Statements and Reporting Entity

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government.

Galveston County Emergency Services District No. 2 (the "District") operates under Chapter 775 of V.T.C.A, Health and Safety Code. The District was formed on May 11, 2013 by a vote of the local citizens to support fire protection and emergency medical services for the benefit of the citizens and visitors of Bolivar Peninsula, Galveston County, Texas.

During the 2019 fiscal year, Peninsula Emergency Medical Services Inc. ("PEMSI") and the District announced an organizational restructuring to improve and enhance emergency medical services on the Bolivar Peninsula. PEMS was created through the dedicated efforts of the three local volunteer fire departments (High Island VFD, Crystal Beach VFD, Port Bolivar VFD) and has been the provider for ambulance services on the Bolivar Peninsula since 2012. Previously, the District contracted with PEMS to provide their ambulance service, as well as the Volunteer Fire Departments providing the fire protection. The District's Board of Commissioners and PEMS Board of Directors worked together to facilitate the District's assumption of providing emergency medical services to peninsula residents and visitors. Beginning in January of 2019, the District became the new provider of the ambulance service on the Bolivar Peninsula and all PEMS employees were retained by the District.

As required by generally accepted accounting principles, these basic financial statements have been prepared based on considerations regarding the potential for inclusion of other entities, organizations, or functions as part of the District's financial reporting entity. The District has adopted Governmental Accounting Standards Board Statement No. 61, *The Financial Reporting Entity*. No other entities have been included in the District's reporting entity. Additionally, as the District is considered a primary government for financial reporting purposes, its activities are not considered a part of any other governmental or other type of reporting entity.

Considerations regarding the potential for inclusion of other entities, organizations or functions in the District's financial reporting entity are based on criteria prescribed by generally accepted accounting principles. These same criteria are evaluated in considering whether the District is a part of any other governmental or other type of reporting entity. The overriding elements associated with prescribed criteria considered in determining that the District's financial reporting entity status is that of a primary government are that it has a separately elected governing body; it is legally separate; and is fiscally independent of other state and local governments. Additionally prescribed criteria under generally accepted

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

accounting principles include considerations pertaining to organizations for which the primary government is financially accountable, and considerations pertaining to organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

B. Basis of Presentation Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information about the District as a whole. These statements include all activities of the primary government. Governmental activities are normally supported by taxes and intergovernmental revenues.

The Statement of Activities presents a comparison between direct expenses and program revenues of each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include charges paid by the recipients of goods or services offered by the programs and grants that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, such as taxes and investment earnings, are presented as general revenues.

The fund financial statements provide information about the government's funds. Separate statements for each fund category are presented.

The government reports the following governmental funds:

Governmental Funds

Governmental funds are those funds through which most governmental functions are typically financed.

General Fund

The general fund is used to account for the operations of the District's emergency service operations and all other financial transactions not properly includable in other funds. The principal sources of revenue are related to property taxes and sales taxes. Expenditures include all costs associated with the daily operations and contractual obligations of the District.

During the course of operations the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities are eliminated so that only the net amount is included as internal balances in the governmental activities column.

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column.

C. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, sales taxes, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

within the availability period for this revenue source (within 60 days of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year end). All other revenue items are considered to be measurable and available only when cash is received by the government.

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

1. Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits and short term investments with original maturities of three months or less from the date of acquisition.

In accordance with GASB Statement No. 31, *Accounting and Reporting for Certain Investments and External Investment Pools*, the District reports all investments at fair value, except for "money market investments" and "2a7-like pools." Money market investments, which are short-term highly liquid debt instruments that may include U.S. Treasury and agency obligations, are reported at amortized costs. Investment positions in external investment pools that are operated in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940 are reported using the pools' share price.

The District has adopted a written investment policy regarding the investment of its funds as defined in the Public Funds Investment Act, Chapter 2256, of the Texas Governmental Code. In summary, the District is authorized to invest in the following:

- Direct obligations of the U.S. Government
- Fully collateralized certificates of deposit and money market accounts
- Statewide investment pools

2. Fair Value

The District has applied Governmental Accounting Standards Board ("GASB") Statement No. 72, Fair Value Measurement and Application. GASB Statement No. 72 provides guidance for determining a fair value measurement for reporting purposes and applying fair value to certain investments and disclosures related to all fair value measurements.

3. Receivables and Interfund Transactions

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the year are referred to as either "interfund receivables/payables"

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

(i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds” in the fund financial statements. If the transactions are between the primary government and its component unit, these receivables and payables are classified as “due to/from component unit/primary government.” Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.”

Advances between funds are offset by a fund balance reserve account in the applicable governmental fund to indicate they are not available for appropriation and are not expendable available financial resources.

All trade receivables are shown net of any allowance for uncollectible amounts.

4. Property Taxes

Property taxes are levied by October 1 on the assessed value listed as of the prior January 1 for all real and business personal property in conformity with Subtitle E, Texas Property Tax Code. Taxes are due on receipt of the tax bill and are delinquent if not paid before February 1 of the year following the year in which imposed. Penalties are calculated after February 1 up to the date collected by the government at the rate of 6% for the first month and increased 1% per month up to a total of 12%. Interest is calculated after February 1 at the rate of 1% per month up to the date collected by the government. Under state law, property taxes levied on real property constitute a lien on the real property which cannot be forgiven without specific approval of the State Legislature. The lien expires at the end of twenty years. Taxes levied on personal property can be deemed uncollectible by the District.

5. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the government, as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Major outlays for capital assets and improvements are capitalized as projects are constructed.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Property, plant, and equipment of the government are depreciated using the straight-line method over the following estimated useful years.

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

<u>Asset Description</u>	<u>Estimated Useful Life</u>
Vehicles	5 to 15 years
Furniture and equipment	5 to 10 years
Buildings and improvements	15 to 30 years

6. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/ expenditure) until then. An example is a deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The government has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, *unavailable revenue*, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from one source: property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available.

7. Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

8. Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, Continued

September 30, 2024

must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

9. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

Committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The governing Board is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The governing body (Board of Commissioners) has by resolution authorized the Treasurer to assign fund balance. The Board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

10. Long-Term Obligations

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements until due. The debt proceeds are reported as other financing sources, net of the applicable premium or discount and payments of principal and interest reported as expenditures. In the governmental fund types, issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures. However, claims and judgments paid from governmental funds are reported as a liability in the fund financial statements only for the portion expected to be financed from expendable available financial resources.

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

Assets acquired under the terms of capital leases are recorded as liabilities and capitalized in the government-wide financial statements at the present value of net minimum lease payments at inception of the lease. In the year of acquisition, capital lease transactions are recorded as other financing sources and as capital outlay expenditures in the general fund. Lease payments representing both principal and interest are recorded as expenditures in the general fund upon payment with an appropriate reduction of principal recorded in the government-wide financial statements.

11. Compensated Absences

The liability for compensated absences reported in the government-wide fund statements consist of unpaid, accumulated paid time off ("PTO") balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. Vested or PTO of government-wide funds are recognized as an expense and liability of those funds as the benefits accrue to employees. Full-time employees who have completed three-hundred and sixty five days of continuous employment are entitled to begin accruing PTO at the rate of one-hundred and twenty hours per calendar year. Employees may carry over up to 40% (48) hours of paid time off with District Manager approval. Upon termination of employment, employees will be paid for unused PTO that was accrued during the calendar year of the termination of employment.

It is the District's policy to liquidate compensated absences with currently available expendable resources. Accordingly, the District's governmental funds recognize accrued compensated absences when it is paid.

12. Estimates

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

II. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

A. Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position.

The governmental fund balance sheet includes reconciliation between *fund balance-total governmental funds* and *net position-governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains that long-term assets,

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, Continued

September 30, 2024

such as property tax receivable, are not available to pay for current-period expenditures and, therefore, are deferred in the governmental funds.

B. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities.

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances – total governmental funds and changes in net position of governmental states that, “Revenue in the Statement of Activities that does not provide current financial resources are not reported as revenue in the funds.”

III. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. The budget is prepared using the same method of accounting as for financial reporting and serves as a planning tool. Encumbrance accounting is not utilized.

An unappropriated budget is prepared by fund and function. The legal level of control is considered to be the fund level. Appropriations lapse at the end of the year. Several supplemental budget appropriations were made during the year.

IV. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

As of September 30, 2024, the District had the following investments:

Investments Type	Value	Weighted Average Maturity (Days)
External investment pools	\$ 2,825,733	24
Total value	\$ 2,825,733	
Portfolio weighted average maturity		24

Applicable state laws and regulations allow the District to invest its funds in direct or indirect obligations of the United States, the State, or any county, city, school district, or other political subdivision of the State. Funds may also be placed in certificates of deposit of state or national banks or savings and loan associations (depository institutions) domiciled within the State. Related state statutes and provisions included in the District’s bond resolutions require that all funds invested in depository institutions be guaranteed by

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

federal depository insurance and/or be secured in the manner provided by law for the security of public funds.

Custodial Credit Risk – deposits. In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District requires funds on deposit at the depository bank to be collateralized by securities when in excess of FDIC coverage. As of September 30, 2024, checking deposits were collateralized by an amount over and above the yearend balances.

The District invests in TexStar. At year end, the value of TexStar investments was \$2,825,733.

TexStar

TexSTAR has been established for governmental entities pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and the Public Funds Investment Act, Chapter 2256 of the Texas Government Code and operates in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. TexSTAR's governing body is a five-member Board consisting of three representatives of participants and one member designated by each of the co-administrators. The Board holds legal title to all money, investments, and assets and has the authority to employ personnel, contract for services, and engage in other administrative activities necessary or convenient to accomplish the objectives of TexSTAR. Board oversight of TexSTAR is maintained through daily, weekly, and monthly reporting requirements. TexSTAR is rated AAAm by Standard & Poor's. The District's fair value position is stated at the value of the position upon withdrawal. There were no limitations or restrictions on withdrawals.

B. Receivables

The following comprise receivable balances of the primary government at year end:

	<u>General</u>
Property Taxes	\$ 91,695
Sales Tax	417,391
EMS	539,210
Due from Emergicon	43,102
Allowance	(485,289)
	<u>\$ 606,109</u>

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, Continued

September 30, 2024

C. Capital Assets

The following is a summary of changes in capital assets for the year ended September 30, 2024:

	Beginning Balances	Increases	Decreases/ Reclassifications	Ending Balances
Capital assets, not being depreciated:				
Construction in progress	\$ 556,476	\$ 39,106	\$ (154,700)	\$ 440,882
Total capital assets not being depreciated	556,476	39,106	(154,700)	440,882
Capital assets, being depreciated:				
Vehicles	1,388,123	335,926	-	1,724,049
Equipment	472,819	78,187	154,700	705,706
Total capital assets being depreciated	1,860,942	414,113	154,700	2,429,755
Less accumulated depreciation				
Vehicles	(625,801)	(185,880)	-	(811,681)
Equipment	(442,264)	(40,851)	-	(483,115)
Total accumulated depreciation	(1,068,065)	(226,731)	-	(1,294,796)
Net capital assets being depreciated	792,877	187,382	154,700	1,134,959
Total Capital Assets	\$ 1,349,353	\$ 226,488	\$ -	\$ 1,575,841

D. Long-Term Obligations

The following is a summary of long-term obligations for the year ended September 30, 2024:

	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due within One Year
Governmental Activities:					
Bonds, notes and other payables:					
Notes payable	\$ 399,052	\$ -	\$ (96,100)	\$ 302,952	\$ 98,502
Total Governmental Activities	\$ 399,052	\$ -	\$ (96,100)	\$ 302,952	\$ 98,502
Long-term liabilities due in more than one year				<u>\$ 204,450</u>	

September 30, 2024

The District entered into a note agreement with Stryker Sales, LLC. to purchase medical equipment in the amount of \$154,700 with an interest rate of 1.97%. Payments are due in quarterly installments in the amount of \$10,188 through 2027. The note is secured by future property tax and underlying assets of the District.

Year ending	Notes Payable		
September 30,	Principal	Interest	Total
2025	\$ 98,502	\$ 7,189	\$ 105,691
2026	100,964	4,727	105,691
2027	103,486	2,204	105,690
	<u>\$ 302,952</u>	<u>\$ 14,120</u>	<u>\$ 317,072</u>

	Beginning Balance	Additions	Reductions	Ending Balance	Amounts Due Within One Year
Governmental Activities:					
Compensated Absences	\$ 17,911	\$ 75,051	\$ (22,683)	\$ 70,279	\$ 63,251
Total Governmental Activities	<u>\$ 17,911</u>	<u>\$ 75,051</u>	<u>\$ (22,683)</u>	<u>\$ 70,279</u>	<u>\$ 63,251</u>
		Long-term liabilities due in more than one year			\$ 7,028

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

V. OTHER INFORMATION

A. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. The District has not significantly reduced insurance coverage or had settlements that exceeded coverage amounts for the past year.

B. Contingent Liabilities

Amounts received or receivable from granting agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amounts of expenditures which may be disallowed by the grantor cannot be determined at this time although the District expects such amounts, if any, to be immaterial.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported. Claim liabilities are calculated considering the effects of inflation, recent claim settlement trends, including frequency and amount of payouts, and other economic and social factors.

C. Fire Protection and EMS Services

On April 1, 2014, the District entered into agreements with the Crystal Beach, High Island, and Port Bolivar Volunteer Fire Departments as well as the Peninsula Emergency Medical Services, Inc. ("PEMSI") to provide fire protection and prevention services and emergency services to the residents of the District. The District reviews and approves the funding budget for each contracted entity prior to the start of the fiscal year. Amounts paid to each entity under this agreement for the current year totaled, \$25,939, \$74,190, and \$47,870, respectively.

In January 2019, PEMSI and the District announced an organizational restructuring to improve and enhance emergency medical services on the Bolivar Peninsula. Beginning in January 2019, the District became the new provider of the ambulance service on the Bolivar Peninsula and all PEMSI employees were retained by the District.

D. Emergency Fund

The District has established separate savings accounts which is reserved for emergencies. As of year end, the accounts contained \$2,695,850 and is committed within fund balance.

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, *Continued*

September 30, 2024

E. Pension Plans

1. Plan Description

As of January 1, 2024, the District began providing retirement, disability, and death benefits for all of its full-time employees through a nontraditional defined benefit pension plan in the statewide Texas County and District Retirement System (TCDRS). The Board of Trustees of TCERS is responsible for the administration of the statewide agent multiple-employer public employee retirement system consisting of over 600 nontraditional defined benefit pension plans. TCERS in the aggregate issues a comprehensive annual financial report on a calendar year basis. The annual report is available upon request from the TCERS Board of Trustees at P.O. Box 2034, Austin, Texas 78768-2034.

2. Benefits Provided

The plan provisions are adopted by the District within the options available in Texas state statutes governing TCERS (TCERS Act). Members can retire at ages 60 and above with 8 or more years of service, with 30 years of service regardless of age, or when the sum of their age and years of service equals 75 or more. Members are vested after 8 years of service, but must leave their accumulated contributions in the plan to receive any employer-financed benefit. Members who withdraw their personal contributions in a lump sum are not entitled to any amounts contributed by their employer.

Benefit amounts are determined by the sum of the employee's contribution to the plan, with interest, and employer-financed monetary credits. The level of these monetary credits is adopted by the District within the actuarial constraints imposed by the TCERS Act so that the resulting benefits can be expected to be adequately financed by the employer's commitment to contribute. At retirement, death, or disability, the benefit is calculated by converting the sum of the employee's accumulated contributions and the employer-financed monetary credits to a monthly annuity using annuity purchase rates prescribed by the TCERS Act.

3. Funding Policy

The District has elected the annually determined contribution rate (ADCR) plan provisions of the TCERS Act. The plan is funded by monthly contributions from both employee members and the employer based on the covered payroll of employee members. Under the TCERS Act, the contribution rate of the employer is actuarially determined annually.

The District contributed using the ADCR of 9.59% for calendar year 2024.

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, Continued

September 30, 2024

The District adopted the rate of 7% as the contribution rate payable by the employee members for calendar year 2024. The District may change the employee contribution rate and the employer contribution rate within the options available in the TCDRS Act.

3. Net Pension Liability

The District's Net Pension Liability (NPL) will be measured as of December 31, 2024, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability will be determined by an actuarial valuation as of that date. As of the end of the current fiscal year ending September 30, 2024, a valuation has not been completed. Therefore, no pension liability has been estimated and reported on the District's financial statements.

4. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2024, the District recognized pension expense of \$0.

At September 30, 2024, the District reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred (Inflows) of Resources
Contributions subsequent to the measurement date	\$ 162,330	\$ -
Total	\$ 162,330	\$ -

The District reported \$162,330 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability for the year ending September 30, 2025.

F. Other Postemployment Benefits

The District also participates in the cost sharing multiple-employer defined benefit group-term life insurance plan operated by the Texas County and District Retirement System (TCDRS) effective January 1, 2024. This plan is referred to as the Group Term Life Fund (GTLF). This optional plan provides group term life insurance coverage to current eligible employees and to retired employees. The coverage provided to retired employees is a postemployment benefit other than pension benefits (OPEB). Retired employees are insured for \$5,000.

The GTLF is a separate trust administered by the TCDRS Board of Trustees. TCDRS issues a publicly available comprehensive annual financial report (ACFR) that includes financial

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, Continued

September 30, 2024

statements and required supplementary information for the GTLF. This report is available at www.tcdrs.org. TCDRS' ACFR may also be obtained by writing to the Texas County & District Retirement System, P.O. Box 2034, Austin, TX 78768-2034, or by calling 800-823-7782.

Each participating employer contributes to the GTLF at a contractually required rate. An annual actuarial valuation is performed and the contractual rate is determined using the unit credit method for providing one-year term life insurance. The District contributions to the GTLF for the years ended September 30, 2024, was \$1,185 which equaled the contractually required contributions for the year.

Schedule of Contribution Rates (RETIREE-only portion of the rate)

Plan/ Calendar Year	Annual Required Contribution (Rate)	Actual Contribution Made (Rate)	Percentage of ARC Contributed
2024	0.19%	0.19%	100.0%

Total OPEB Liability

The District's Postemployment Benefits Other Than Pensions Liability for the Group Term Life Fund (GTLF OPEB) will be measured as of December 31, 2024, and the Total OPEB Liability will be determined by an actuarial valuation as of that date. As of the end of the current fiscal year ending September 30, 2024, a valuation has not been completed. Therefore, no pension liability has been estimated and reported on the District's financial statements.

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2024, the District recognized OPEB expense of \$0.

At September 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to the OPEB liability from the following sources:

	Deferred Outflows of Resources	Deferred (Inflows) of Resources
Contributions subsequent to measurement date	\$ 1,185	\$ -
Total	\$ 1,185	\$ -

Galveston County Emergency Services District No. 2

NOTES TO FINANCIAL STATEMENTS, Continued

September 30, 2024

The District reported \$1,185 as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date that will be recognized as a reduction of the net OPEB liability for the year ending September 30, 2025.

G. Subsequent Events

There were no material subsequent events through June 6, 2025, the date the financial statements were issued.

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REQUIRED SUPPLEMENTARY INFORMATION

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Galveston County
Emergency Services District No. 2
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
For the Year Ended September 30, 2024

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Revenues				
Property taxes	\$ 1,370,000	\$ 1,370,000	\$ 1,447,203	\$ 77,203
Sales taxes	1,500,000	1,500,000	2,068,131	568,131
EMS revenue	200,000	200,000	436,201	236,201
Investment income	60,000	60,000	142,759	82,759
Other revenue	1,022,863	1,022,863	168,283	(854,580)
Total Revenues	<u>4,152,863</u>	<u>4,152,863</u>	<u>4,262,577</u>	<u>109,714</u>
Expenditures				
Administrative				
General and administrative	330,600	329,530	305,048	24,482
EMS expenses	2,690,550	2,690,550	2,782,261	(91,711)
Dues and subscriptions	5,400	5,400	4,881	519
Fire department	214,820	214,820	163,696	51,124
Professional and legal fees	63,650	64,350	63,829	521
Travel	15,000	15,250	13,066	2,184
Insurance	6,400	6,520	520	6,000
Capital outlay	808,706	808,706	535,452	273,254
Debt Service				
Principal	-	-	96,100	(96,100)
Interest	-	-	9,590	(9,590)
Total Expenditures	<u>4,135,126</u>	<u>4,135,126</u>	<u>3,974,443</u>	<u>160,683</u>
Net Change in Fund Balance	<u>\$ 17,737</u>	<u>\$ 17,737</u>	288,134	<u>\$ 270,397</u>
Beginning Fund Balance			<u>3,243,770</u>	
Ending Fund Balance			<u>\$ 3,531,904</u>	

Notes to Required Supplementary Information:

Annual budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

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GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***12.**

Receive and file Order of Appointment of the Galveston County Interim Purchasing Agent for a term beginning July 1, 2025, and for no longer than 120 days, Oath of Office, Statement of Officer & Bond for Veronica Van Horn submitted by the District Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 6:04 pm



FILED

2025 JUL -1 AM 9:54

Don D. Smith
DISTRICT CLERK
GALVESTON COUNTY, TEXAS

STATE OF TEXAS

COUNTY OF GALVESTON

ORDER APPOINTING INTERIM PURCHASING AGENT

On the 18th day of June, 2025, the Purchasing Board of Galveston County, in compliance with Local Government Code Section 262.011, hereby appoints Veronica Van Horn as Interim Purchasing Agent of Galveston County, Texas for an interim term of office beginning July 1, 2025, and for a term no longer than 120 days.

It is further Ordered that during her appointment as Interim Purchasing Agent her interim salary shall be in the amount of \$120,000 annually, payable in bi-weekly installments to include any salary increases during her interim appointment.

It is further Ordered that this action shall be recorded in the minutes of the District Courts of Galveston County, Texas and the District Clerk of Galveston County, Texas, is hereby directed to certify the same to the Commissioners' Court of Galveston County, Texas, and said Commissioners' Court shall cause said Order to be recorded in its minutes.

Signed this 18th day of June 2025.

Mark Henry
Mark Henry
County Judge



FILED

2025 JUL -1 AM 9:54

[Signature]
DISTRICT CLERK
GALVESTON COUNTY, TEXAS

OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Veronica Van Horn, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of Galveston County Interim Purchasing Agent of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Veronica Van Horn
Signature

State of Texas
County of Galveston

Sworn to and subscribed before me this 1st day of July, 2025.

(seal)

[Signature]
Signature of Notary Public or
Signature of Other Person Authorized to
Administer Oath

MARK HENRY
Printed Name or Typed Name

COUNTY JUDGE
Title



FILED

2025 JUL -1 AM 9: 54

Don D. Smith
DISTRICT CLERK
GALVESTON COUNTY, TEXAS

STATEMENT OF OFFICER

Statement

I, Veronica Van Horn, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Galveston County Interim Purchasing Agent

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: July 1, 2025

Print Name of Officer: Veronica Van Horn

Veronica Van Horn
Signature of Officer

MERCHANTS BONDING COMPANY™

MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

TEXAS OFFICIAL BOND AND OATH

THE STATE OF TEXAS

County of Galveston

ss.

Bond No. 101545147

KNOW ALL PERSONS BY THESE PRESENTS:

That we, Veronica Van Horn, as Principal, and the
Merchants Bonding Company (Mutual), a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound
unto County of Galveston, his successors in office, in the sum of
Five Thousand Dollars (\$5,000.00) DOLLARS, for the payment of which we
hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

THE CONDITION OF THE ABOVE OBLIGATION is such, that, whereas, the above bounden Principal was on the 18th
day of June, 2025, duly Appointed
to the office of County Purchasing Agent in and for Galveston
County in the State of Texas, for a term beginning the 18th day of June, 2025 and ending the 18th day of June, 2027.

Now, therefore, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid
officer, and shall

then this obligation to be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be
made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or
actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be canceled by the Surety by sending written notice to the party to whom this bond is payable
stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

Dated this 18th day of June, 2025.

Veronica Van Horn

Veronica Van Horn Principal

Veronica Van Horn

Merchants Bonding Company (Mutual)

By: Stephanie Rippard
Stephanie Rippard Attorney-in-Fact

ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS

County of Galveston

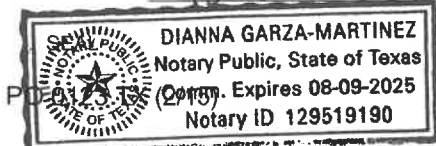
ss.

Before me, Dianna Garza-Martinez, a notary public, on this day personally appeared

Veronica Van Horn

known to me to be the person whose name is subscribed to the foregoing
instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, at Galveston county
this 18th day of June, 2025



Dianna Garza-Martinez
Galveston County, Texas.

OATH OF OFFICE
(COUNTY COMMISSIONERS and COUNTY JUDGE)

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected; and I furthermore solemnly swear (or affirm) that I will not be, directly or indirectly, interested in any contract with or claim against the County, except such contracts or claims as are expressly authorized by law and except such warrants as may issue to me as fees of office. So help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____, _____

SEAL

OATH OF OFFICE
(General)

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected. So help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____, _____

SEAL

THE STATE OF TEXAS

County of _____ } ss

The foregoing bond of _____ as _____ in and for _____ County and State of Texas, this day approved in open Commissioner's Court.

ATTEST:

Date _____

_____, Clerk _____ County Judge,
County Court _____ County _____ County, Texas

THE STATE OF TEXAS

County of _____ } ss

I, _____, County Clerk, in and for said County, do hereby certify that the foregoing Bond dated the _____ day of _____, with its certificates of authentication, was filed for record in my office the _____ day of _____, _____, at _____ o'clock _____ M., and duly recorded the _____ day of _____, _____, at _____ o'clock _____ M., in the Records of Official Bonds of said County in Volume _____, on page _____

WITNESS my hand and the seal of the County Court of said County, at office in _____, Texas, the day and year last above written.

_____, Clerk

By _____ Deputy _____ County Court _____ County

MERCHANTS BONDING COMPANY™ POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, and MERCHANTS NATIONAL INDEMNITY COMPANY, an assumed name of Merchants National Bonding, Inc., (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Stephanie Rippard

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the By-Laws adopted by the Board of Directors of the Companies.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 18th day of June, 2025.



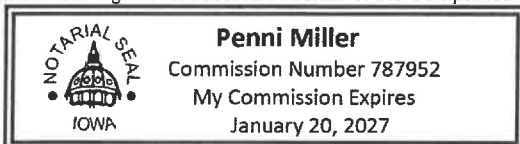
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
MERCHANTS NATIONAL INDEMNITY COMPANY

By

President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 18th day of June, 2025, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission
does not invalidate this instrument)

Notary Public

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 18th day of June, 2025.



Secretary



MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498
PHONE: (800) 678-8171 FAX: (515) 243-3854

TEXAS ENDORSEMENT

The following has been added, and supersedes any provision to the contrary.

The following actions shall be commenced within 2 years and 1 day from the date the cause of action first accrues:

1. Any claim, action, suit or proceeding against the Surety.



MERCHANTS BONDING COMPANY (MUTUAL) P.O. BOX 14498, DES MOINES, IA 50306-3498

PHONE: (800) 678-8171 FAX: (515) 243-3854

NOTICE TO BOND HOLDER – RETAIN THIS PAGE FOR YOUR RECORDS

Have a complaint or need help?

If you have a problem with a claim or your premium, call your insurance company or HMO first. If you can't work out the issue, the Texas Department of Insurance may be able to help.

Even if you file a complaint with the Texas Department of Insurance, you should also file a complaint or appeal through your insurance company or HMO. If you don't, you may lose your right to appeal.

To get information or file a complaint with your insurance company or HMO:

Merchants Bonding Company (Mutual)

Call: Compliance Officer at (800) 671-8171

Toll-free: (800) 671-8171

Email: regulatory@merchantsbonding.com

Mail: P.O. Box 14498, Des Moines, Iowa 50306-3498

To get insurance information, you may also contact your agent:

Galveston Insurance Associates

Call: 409-740-1251

Mail: PO Box 16767 Galveston, TX 77552

The Texas Department of Insurance

To get help with an insurance question or file a complaint with the state:

Call with a question: 1-800-252-3439

File a complaint: www.tdi.texas.gov

Email: ConsumerProtection@tdi.texas.gov

Mail: Consumer Protection, MC: CO-CP, Texas Department of Insurance,

¿Tiene una queja o necesita ayuda?

Si tiene un problema con una reclamación o con su prima de seguro, llame primero a su compañía de seguros o HMO. Si no puede resolver el problema, es posible que el Departamento de Seguros de Texas (Texas Department of Insurance, por su nombre en inglés) pueda ayudar.

Aun si usted presenta una queja ante el Departamento de Seguros de Texas, también debe presentar una queja a través del proceso de quejas o de apelaciones de su compañía de seguros o HMO. Si no lo hace, podría perder su derecho para apelar.

Para obtener información o para presentar una queja ante su compañía de seguros o HMO:

Merchants Bonding Company (Mutual)

Llame a: Compliance Officer al (800) 671-8171

Teléfono gratuito: (800) 678-8171

Correo electrónico: regulatory@merchantsbonding.com

Dirección postal: P.O. Box 14498, Des Moines, Iowa, 50306-3498

El Departamento de Seguros de Texas

Para obtener ayuda con una pregunta relacionada con los seguros o para presentar una queja ante el estado:

Llame con sus preguntas al: 1-800-252-3439

Presente una queja en: www.tdi.texas.gov

Correo electrónico: ConsumerProtection@tdi.texas.gov

Dirección postal: Consumer Protection, MC: CO-CP, Texas Department of Insurance, PO Box 12030, Austin, TX 78711-2030



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***13.**

Receive and file Annual Inspection of the Galveston County Juvenile Justice Center in compliance with Texas Family Code Section 51.12 and 51.125 submitted by Juvenile Justice

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 1:55 pm



County of Galveston

The Honorable Commissioners Court
County of Galveston
County Courthouse
Galveston, Texas 77550

Ref: Annual Inspection of the
Galveston County Juvenile
Justice Center

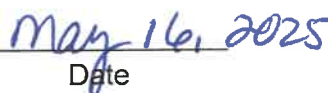
Dear Commissioners:

The Judges of the Galveston County Juvenile Board, by their signatures, certify that the Jerry J. Esmond Juvenile Justice Center located at 6101 Attwater Avenue, Texas City, Texas used as the designated place of detention/placement for juvenile offenders is suitable for the detention of children. The rated capacity for the Juvenile Justice Center's Detention Program is twenty-nine (29) and the Transforming Life Cooperative Residential Program is ten (10).

This certification is in compliance with Section 51.12, Subsection (c), and Section 51.125 of the Texas Family Code, Title 3, Juvenile Justice Code. We, the members of the Juvenile Board feel that this facility is "safe and suitable" for the detention/placement of juveniles. We have considered all required information mandated in Section 51.12 and 51.125 of the Texas Family Code. The Texas Administrative Code's "Standards for Juvenile Pre-Adjudication and Post-Adjudication Secure Detention/Correctional Facilities" were used as the guidelines to develop the Manual for operating the Galveston County Juvenile Justice Center.

Sincerely,


KERRI FOLEY, Chair


Date

KATHLEEN MCCUMBER Date

PATRICIA GRADY Date

LONNIE COX Date

MARK HENRY Date


EMILY FISHER Date


REBECCA MILLO Date


JETH JONES Date


BILLY WILLIAMS Date


JARED ROBINSON Date


JACK EWING Date


JOHN GRADY Date



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***14.**

Receive and file June 2025 Personal Bond/Collections Monthly Report submitted by Personal Bond/Collections

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 1:57 pm

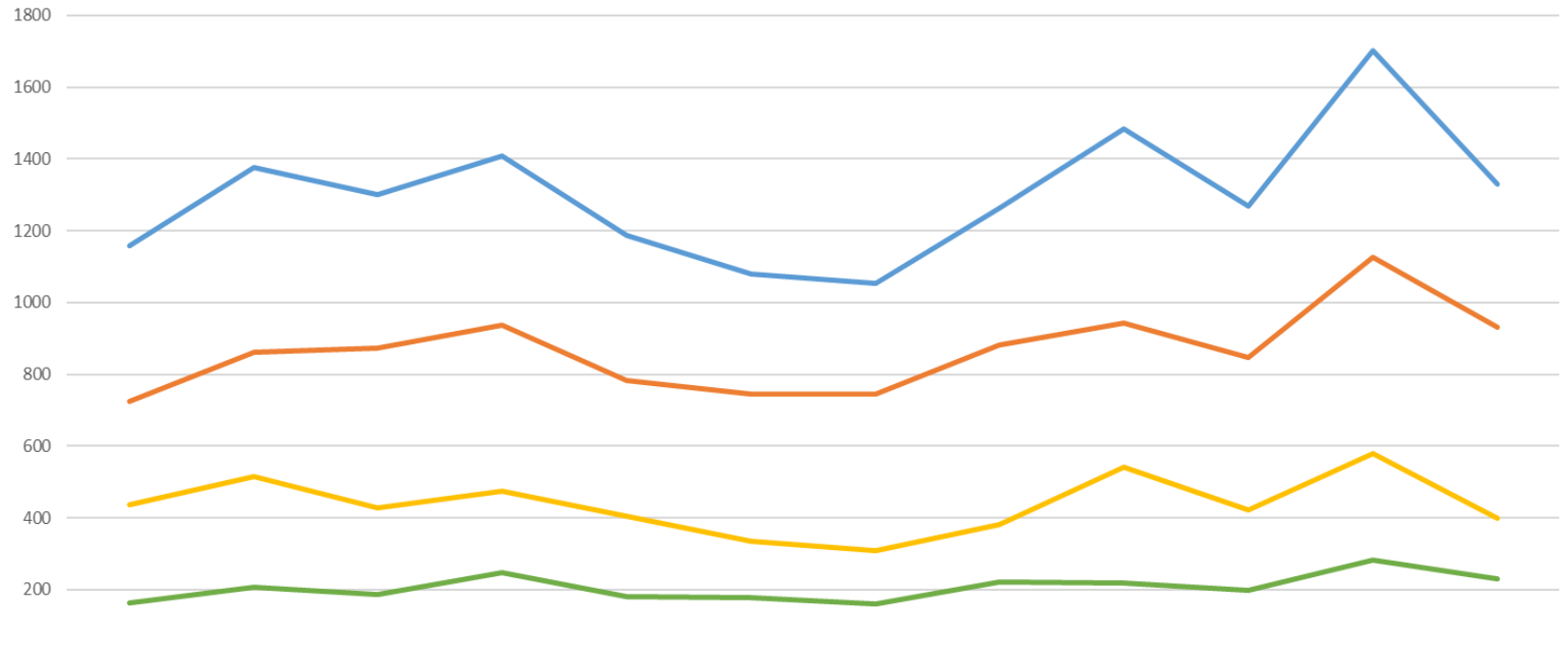
PERSONAL BOND MONTHLY REPORT JUNE 2025

PERSONAL BOND OFFICE

Aaron Johnson, Director

July 1, 2025

Bookings Initiated, Financial Affidavit Completed and Cases sent to Bail Review

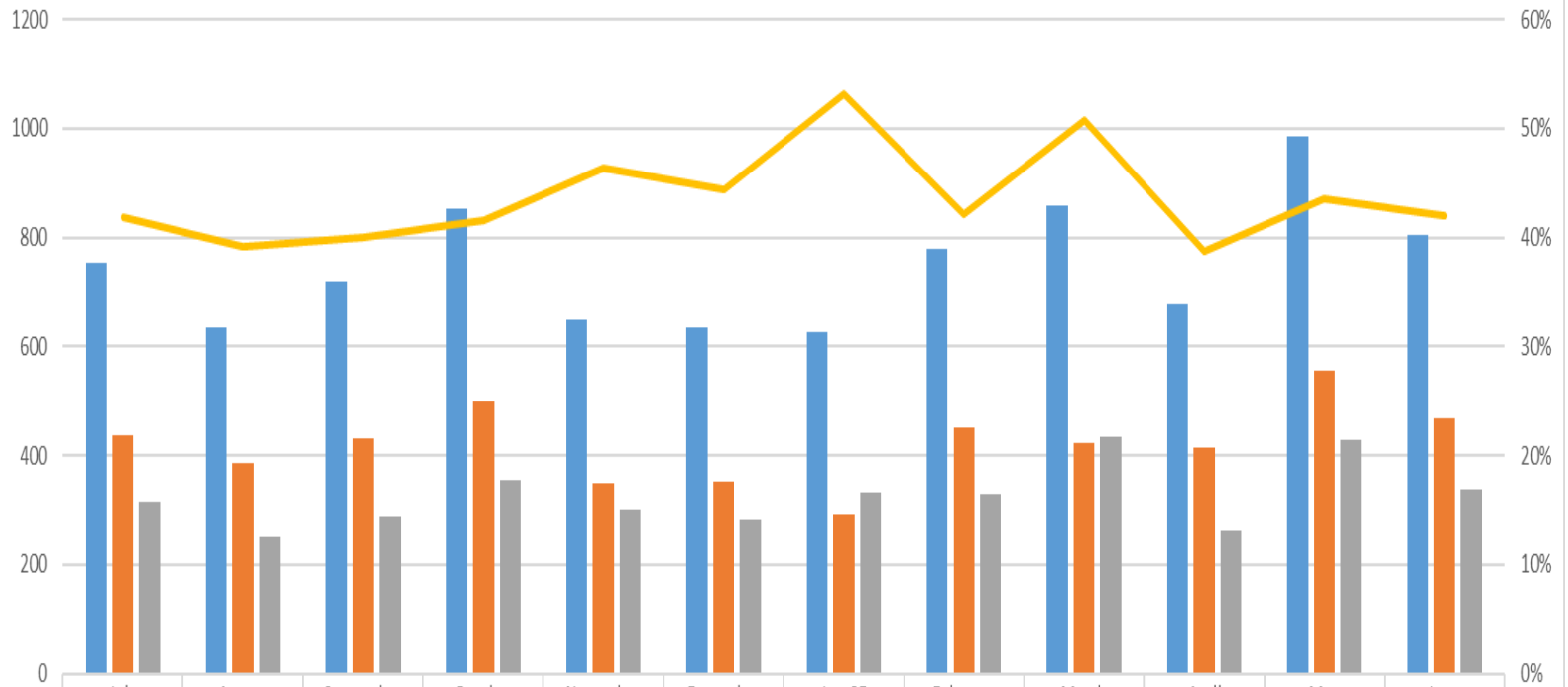


	July	August	September	October	November	December	Jan-25	February	March	April	May	June
Bookings Initiated	1158	1375	1302	1409	1187	1080	1053	1263	1485	1269	1703	1331
FA Completed	723	861	873	936	782	745	746	881	944	846	1125	932
FA Not Provided	435	514	429	473	405	335	307	382	541	423	578	399
Bail Review	163	206	187	246	179	176	161	221	219	198	283	230

— Bookings Initiated — FA Completed — FA Not Provided — Bail Review

Financial Affidavits not provided reasons include but not limited to: Magistrated cases in other jurisdictions, Defendant refused, Out of County Warrants, Municipal Holds, and Class C cases.

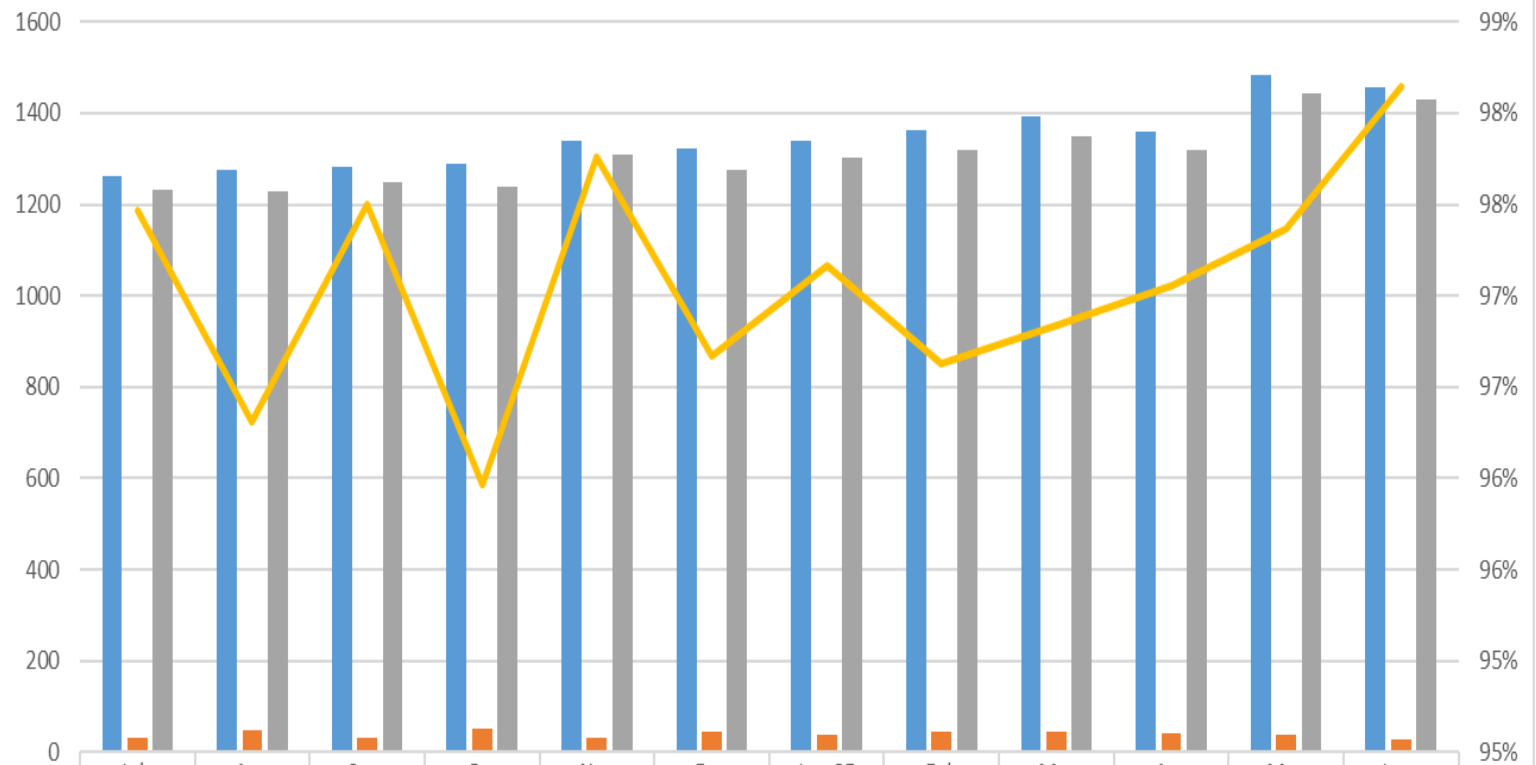
Total Eligible Releases, Type and % to PBO



	July	August	September	October	November	December	Jan-25	February	March	April	May	June
Total Eligible Releases	754	636	719	853	649	634	626	780	858	678	984	805
Releases to Surety	438	387	431	498	348	353	293	451	423	415	556	467
Releases to PBO	316	249	288	355	301	281	333	329	435	263	428	338
% to PBO	42%	39%	40%	42%	46%	44%	53%	42%	51%	39%	43%	42%

■ Total Eligible Releases
 ■ Releases to Surety
 ■ Releases to PBO
 — % to PBO

Personal Bond Compliance Report based on Monthly Average Population



Total Active Population	1263	1275	1281	1290	1340	1321	1340	1364	1393	1358	1482	1458
Total Forfeitures	32	47	32	52	30	44	38	46	44	40	39	27
Total in Compliance	1231	1228	1249	1238	1310	1277	1302	1318	1349	1318	1443	1431
% in Compliance	97%	96%	98%	96%	98%	97%	97%	97%	97%	97%	97%	98%

■ Total Active Population
 ■ Total Forfeitures
 ■ Total in Compliance
 — % in Compliance



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***15.**

Receive and file local government assistance program notice appropriation of \$82,841.52 for FY2025 under Transportation Code 201.706 from the Texas Department of Transportation, submitted by Legal Services Manager

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	7/1/25 4:06 pm
2	Dianna Martinez	Approve	7/1/25 4:52 pm



P.O. Box 1386 | Houston, Texas 77251-1386
713.802.5000
txdot.gov

July 1, 2025

Via Email

The Honorable Mark Henry
County Judge, Galveston County
722 Moody, Second Floor
Galveston, Texas 77550

**RE: Local Government Assistance Program
Transportation Code §201.706
Appropriation Year 2025
Galveston County**

Dear Judge Henry:

Transportation Code §201.706, passed by the 75th Texas Legislature, requires the Texas Department of Transportation (TxDOT) to assist counties with materials to repair and maintain county roads.

- Galveston AO has given the following:
Rap: \$40,200 (2,010 CY)
Sign Material/Delineation: \$2,641.52
- We are prepared to offer an additional 2,000 CY of RAP (\$40,000)

In accordance with 43 TAC §29.3 rules, please submit to TxDOT within 45 days your request for surplus materials to be distributed in AY 2025. Surplus material not requested by your County will be made available to other counties. TxDOT looks forward to receiving your request.

If the County agrees to accept this offer, please notify Richard Washburn, Maintenance Supervisor for the Galveston Maintenance Office at (409) 978-2553 or via email at Richard.Washburn@txdot.gov as soon as possible so the materials can be procured.

Once the County accepts the offer, please contact Richard Washburn to schedule a date and time to pick up the materials. When scheduling, please provide a contact name, phone number and email address for the person that will be responsible for picking up the materials. Finally, please pick up all materials by July 31, 2025.

Should you have any questions, please contact Peter Sissons at (713) 802-5048 or via email at Peter.Sissons@txdot.gov.

Sincerely,



Richard Washburn
Maintenance Section Supervisor
Galveston Maintenance
5407 Gulf FWY La Marque, Tx 77568



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***16.**

Receive and file executed Texas Commission on Environmental Quality (TCEQ) Remediation Division Correspondence Identification Form for 1424 45th Street, Galveston, Texas 77550 submitted by the County Judge

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/2/25 10:51 am

Texas Commission on Environmental Quality
Remediation Division Correspondence Identification Form

SITE & PROGRAM AREA IDENTIFICATION

SITE LOCATION		REMEDIATION DIVISION PROGRAM AND FACILITY IDENTIFICATION	
Site Name: Children's Center		Is This Site Being Managed Under A State Lead Contract? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Address 1: 1424 45th St.		Program Area: Innocent Owner/Operator Program	
Address 2: 		Mail Code: MC-214 (IOP, VCP New Applications only)	
State: Texas		Is This A New Site To This Program Area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Zip Code: 77550	County: Galveston	Additional Information: 	
TCEQ Region: Houston - 12		Additional Information: 	

DOCUMENT(S) IDENTIFICATION

PHASE OF REMEDIATION	DOCUMENT NAME
1. Pre-assessment	SIR
2. Assessment	ESA Phase I
3. Assessment	ESA Phase II
4. Assessment	ESA Limited Phase II
5. Please select a phase of remediation	

CONTACT INFORMATION

☒ I attest that all work has been done in accordance with TCEQ rules ☒ I certify that I am aware misrepresentation of any claim is a violation.

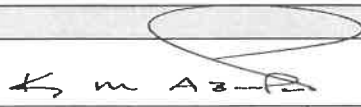


RESPONSIBLE PARTY/APPLICANT/CUSTOMER INFORMATION (IF APPLICABLE)

The County of Galveston 722 Moody Avenue 409-766-2244	Mark Henry, County Judge Galveston	TX 77550
---	---------------------------------------	-------------

ENVIRONMENTAL CONSULTANT/REPORT PREPARER/AGENT

ERC 1017 Blackhaw Street	713-290-9444 Houston kazarpour@erc-tx.com	TX 281-786-6399	77079
	dtibbals@erc-tx.com		

SIGNATURES

		
Kommy M. Azarpour	6/23/25 Dan Tibbals	6/23/25 Mark Henry, County Judge 07/02/25

DATABASE CODES

Document No.	TCEQ Database Term	Document No.	TCEQ Database Term
1.	SIR	4.	ESA Limited Phase II
2.	ESA Phase I	5.	
3.	ESA Phase II		



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***17.**

Ratification of appointments to the Drug Court Steering Committee submitted by the County Judge

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/2/25 8:21 am

Drug Court Steering Committee

Ratification of appointments to the above-mentioned board:

1. District Court – John Ellisor
2. Sheriff's Office – Jimmy Fullen
3. District Attorney – Jack Roady
4. Commissioners Court Appt. – Stephen Holmes
5. The Gulf Coast Center – Jerry Freshour
6. Adult Probation – Willie Lacy
7. Galveston County Bar Association – Jessica Ebbs
8. Professional Services – Diana Huallpa
9. Auditor's Office – Sergio Cruz
10. District Court Admin – Brandi Reyes



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***18.**

Consideration of approval of reappointments to the Gulf Coast Water Authority submitted by the County Judge

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 2:11 pm

Gulf Coast Water Authority

Consideration of approval of reappointment of the following individuals to the above-mentioned board:

1. Duane Cole – for a 2-year term ending 08/31/27
2. Jody Hooks – for a 2-year term ending 08/31/27
3. James Laurito – for a 2-year term ending 8/31/27



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***19.**

Consideration of a resolution naming July as Parks and Recreation month, submitted by Parks

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	6/30/25 3:26 pm
2	Dianna Martinez	Approve	7/2/25 8:46 am



COUNTY OF GALVESTON

On this, the 7th day of July 2025, the Commissioners' Court of the County of Galveston, Texas, convened in a regular scheduled meeting with the following members thereof present:

Mark Henry, County Judge
Darrell A. Apffel, Commissioner, Precinct No. 1
Joe Giusti, Commissioner, Precinct No. 2
Hank Dugie, Commissioner, Precinct No. 3
Robin Armstrong, MD, Commissioner, Precinct No. 4; and
Dwight D. Sullivan, County Clerk

when the following proceedings, among others, were had, to-wit:

WHEREAS parks and recreation promote health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS parks and recreation promote time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS parks and recreation encourage physical activities by providing space for popular sports, hiking trails, swimming pools, and many other activities designed to promote active lifestyles; and

WHEREAS, park and recreation programming and education activities, such as out-of-school time programming, youth sports, and environmental education, are critical to childhood development; and

WHEREAS parks and recreation increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation are fundamental to the environmental well-being of our community; and

WHEREAS parks and recreation are essential and adaptable infrastructure that make our communities resilient in the face of natural disasters and climate change; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS Galveston County recognizes the benefits derived from parks and recreation resources.

Now, Therefore, Be It Resolved, that the **Commissioners' Court of Galveston County, Texas**, hereby proclaim **July as Parks and Recreation Month** throughout all of Galveston County.

Be it Further Resolved that a copy of this Resolution is spread upon the minutes of this Court and that the original herein be presented to **Galveston County Parks and Cultural Services**.

Upon motion duly made and seconded, the above Resolution was unanimously passed on this the 7th day of July, 2025.

Attest:

County of Galveston, Texas

By:

Dwight D. Sullivan, County Clerk

Mark A. Henry, County Judge

Darrell A. Apffel, Comm., Pct. #1

Hank Dugie, Comm., Pct. #3

Joe Giusti, Comm., Pct. #2

Robin Armstrong, MD, Comm., Pct. #4



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***20.**

Consideration of approval of acceptance of a donation of (2) Byrna Mission 4 Pepperball Gun Kits to the Galveston County Sheriff's Office by the Galveston County Citizen Sheriff's Academy Alumni Association submitted by Commissioner, Precinct 2

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/2/25 8:42 am



Galveston County Citizen Sheriff's Academy Alumni Association

A Non-Profit 501 ©-3 Organization
P O Box 791 Dickinson, TX 77539

June 26, 2025

Hon. Mark Henry
Hon. County Commissioner's Court
Galveston County Courthouse
722 Moody Ave.
Galveston, TX 77550

RE: Donation to Galveston County Sheriff's Office

Gentlemen,

The Galveston County Citizen Sheriff's Academy Alumni Association is a 501©3 Non-Profit Organization who's mission is to compliment, promote and partner with the Galveston County Sheriff's Office and its Deputies and to unite, inform, educate and involve Alumni, friends and neighbors in fellowship and support of the protection and service to our communities in Galveston County.

The Galveston County Citizen Sheriff's Academy Alumni Association has donated equipment to the Galveston County Sheriff's Office. The following items have been donated:

(2) Byrna Mission 4 Pepperball Gun Kits Value = \$1,699.96

Sincerely,

Denise Stevenson

Denise Stevenson
Treasurer / GCCSAAA



Cop Stop Inc.
6831 Broadway Ste F
Pearland, TX 77581
Phone: (281) 412-7358/Fax: 844-270-1464
info@copstop.com
www.copstop.com

Bill To: Galveston County Sheriff's Academy Alumni Assoc.
Galveston County Sheriff's Academy Alumni Assoc.
PO Box 791
Dickinson, Texas 77539
832-657-6564

INSTRUCTIONS: Approved by Denise Stevenson
832-657-6564

Order Status: Open

Lookup	Description 1	Attribute	Size	Order	Sold	Due	Price	Ext Price	Tax
BM468302	Byrna Mission-4 Kit w/Bag	Rec'd		2	0	2	\$699.99	\$1,399.98	Tax
M468304	Byrna Mission-4 Flex Fuel Kit	NOT Rec'd as yet		2	0	2	\$149.99	\$299.98	Tax
Total Qty Ordered:				4	0	4			

Percent Unfilled: 100

Subtotal: \$1,699.96
Exempt 0 % Tax: + \$0.00
TOTAL: \$1,699.96
Deposit Balance: \$0.00
Balance Due: \$1,699.96

Thank you for your order!

6/26/2025 2:53 PM
Store: 1

Deposit Receipt #185356
Workstation: 16

COP STOP

GETTING READY FOR THE

P
COP STOP
6831 BROADWAY ST
PEARLAND TX 77581
281-412-7358

Bill Term Num: 02834742

Sale

Cashier: xxxxxxxxxxxx4262
MASTERCARD Entry Method: Chip

Total: \$ 1,699.96

Cre Ref #: 0929
Mast: 06/26/25 14:53:26
Tota Inv #: 000005 Appr Code: 849644
Balan Transaction ID: 517773023805000
Batch#: 000682

Apprvd: Online
Application Label: Mastercard Debit
ATD: A0000000041010
TS1: 6800
TVR: 8000008000

Customer Copy

**V
FREE SHIPPING FOR 1-800-835-7262

PPE F

All sales are final on body armor orders, footwear, apparel, caps and special or custom orders.

All sales are final on Discount Items. No returns or Exchanges will be accepted.

All weapon and ammunition sales are final, no returns or exchanges will be excepted.

Exchanges and Returns must be within 10 days with sales receipt and must be in original package with the original tags still on the product and able to be resold.

All Christmas gift purchases have 10 business days after Christmas to be exchanged

A 20% restocking fee will be applied to all returns. All remaining balances on exchanges will result in an in-store credit.

No Returns on Gift Cards.

LIKE US ON FACEBOOK - COP STOP INC.

There will be a \$25.00 fee on all returned checks. NO EXCEPTIONS



185356



185357



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***21.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/27/2025
- 2) **Contract Type:** Other
- 3) **Renewal Contract:** No
- 4) **Department Name:** Parks and Cultural Services
- 5) **Department Contact:** Julie Walker
- 6) **Description:** Facility Use Agreement with Dickinson Festival of Lights, Inc at Paul Hopkins Park.
- 7) **PEID No:** BIDCON
- 8) **Req No:** NA
- 9) **Orgkey:** NA
- 10) **Object Code:** NA
- 11) **Vendor:** Dickinson Festival of Lights, Inc
- 12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

- 13) **Fund Name:**
- 14) **Fund #:**
- 15) **Current Year Budgeted:**
- 16) **Current Year Projected:**
- 17) **Year 2:**
- 18) **Year 3:**
- 19) **Year 4:**
- 20) **Year 5:**
- 21) **Totals:**

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 9/29/2025
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 1/31/2026
- 26) **Contract # Issued by Purchasing Department:** 227634

NOTES: The last contract of 5 years expired. We are requested a one year agreement.

Approval History

Seq #	Approver	Action	Action Date
1	Julie Walker	Approve	6/27/25 11:22 am
2	Melissa Fleming	Approve	6/27/25 1:37 pm
3	Rufus Crowder	Approve	6/27/25 1:58 pm
4	Diana Huallpa	Approve	6/30/25 12:57 pm
5	Sergio Cruz	Approve	6/30/25 1:54 pm
6	Veronica Van Horn	Approve	6/30/25 5:13 pm

AGREEMENT FOR USE OF FACILITIES

This Agreement for using Paul Hopkins Park grounds is entered into between Galveston County, acting by and through Commissioners' Court (the "County") and the Dickinson Festival of Lights Society, Inc. ("Contractor"). It is effective September 26th, 2025.

1. Purpose

1.1 This agreement grants exclusive use rights of the Paul Hopkins Park grounds to the Contractor for holding the Festival of Lights Society, Inc., on September 26th, 2025 – January 31st, 2026. It also permits the Contractor to use the Paul Hopkins Park grounds non-exclusively for event setup during the last full weekend of September, and the entire month of October and November. It also permits breakdown of the event the entire month of January each year for the duration of the agreement term.

2. Term

2.1 This agreement begins the last full weekend of September 2025 through January 31st, 2026.

3. Conditions

3.1 Contractor acknowledges that it is bound by the Galveston County Parks Department Facility Permit Policy, approved as revised by the Commissioners' Court, January 11th, 2021, and any future amendments or revisions to that policy that are made during the term of this agreement. Contractor is subject to third party liability insurance requirements under article 3.3.1 (See attached Exhibit "A").

3.2 Electrical

- a) The attached identifies the electrical panel box location and electrical pull boxes E1, E2, and E3 (see attached Exhibit "B").
- b) Electrical lines are buried 24 inches below grade (See attached Exhibit "B- East").
- c) Electrical lines are buried 24 inches below grade (See attached Exhibit "C – West").
- d) Park representatives will meet with Contractor annually on site prior to the event for a walk thru damage assessment.
- e) A FEMA mitigation project took place and elevated all electrical boxes on platforms.

3.3 Exhibit "D" acknowledges the Contractor's set concession pricing for beverages, food, artifacts, and decorations.

3.4 Additional Permit Uses

- a) The Contractor is also authorized to place 4 portable metal storage buildings within the Park for the sole purpose of storing its own supplies, equipment, and materials on a TEMPORARY basis. The buildings may only be in the Park during the designated times the park will be closed for the festival beginning the last full weekend in September through the last day of January. The building will be located at a site mutually agreeable to the parties. The buildings will be installed and removed by the Dickinson Festival of Lights Society, Inc. at no cost to the County. The County's Director of Parks is designated to act on behalf of the County with regard to these buildings. Buildings will be painted to blend into the surroundings with a color approved by the County Director of Parks or their representative.
- b) The Concession/Ticket Buildings may be brought in no earlier than the last full weekend of September and removed by January 31st of each year, weather permitting, or as soon as possible to minimize the damage to Park grounds. The Concession/Ticket Buildings will be removed by the Contractor and the grounds restored to original or better condition upon written request of the Director of Parks.
- c) The Contractor will restore the park back to its original state after the festival is over.

4. Fees and Consideration

4.1 Based on the County's Park User Fee policy the current user fee for Paul Hopkins Park is as follows:

a) Set-up	\$70/day = 63 days x \$70 =	\$4,410
Break-down	\$70/day = 32 days x \$70 =	\$2,240
Attendance	<u>\$575/day = 33 days x \$575=</u>	<u>\$18,975</u>
Total User Fee		\$ 25,625

- b) The County will contribute \$25,625 to cover the Park User Fee amount to comply with County Policy.
- c) Totals above will be subject to yearly adjustments consistent with County's Park User Fee and days of use by Contractor.

4.2 For and in consideration of the County's contribution of the Park User Fee to Contractor, Contractor shall:

- a) Operate a Festival of Lights program that presents decorative light displays;
- b) Offer free public admission to the Festival of Lights program;

- c) Recognize Galveston County's sponsorship of the Festival of Lights, in the amount of the Park user Fee, in all event advertising, communications or promotional material that mentions event sponsors; and
- d) Permit the County to erect two (2) sponsorship signs on Paul Hopkins Park grounds during Festival of Lights event and setup.

5. Termination

- 5.1 Either party reserves the right to cancel this agreement for necessity or convenience. The party desiring cancellation for necessity must provide the other party with 10 business day written notice, if reasonably possible, or as much notice as reasonably possible based on the type of necessity. The party desiring cancellation for the convenience must provide the other party with at least 90 calendar days written notice.

6. Communication

- 6.1 The parties agree to mail, email, fax all communication to the following addresses, unless another address, email, or fax number is provided in writing by either party:

COUNTY:

Director
Galveston County
Department of Parks & Cultural Services
4102 Main St. (FM 519)
La Marque, TX 77568
Fax 409-621-7986
Phone 409-934-8101

Julie.Walker@galvestoncountytexas.gov

Contractor:

Secretary
Dickinson Festival of Lights Society, Inc
P.O. Box 184
Dickinson, TX 77539
Fax 281-309-9778

7. Miscellaneous

- 7.1 This agreement including Exhibits A, B, C and D constitute the entire agreement between the parties. No oral representations made prior to after this agreement's execution will have any force and effect unless they are reduced to writing.
- 7.2 This agreement may be modified or amended upon the parties' mutual consent evidenced in writing.
- 7.3 No waiver by the County of any default in performance by the Contractor in the past will constitute a waiver of any subsequent default.
- 7.4 Any invalidity of any part of this agreement will not cause the remaining parts to be invalid.

7.5 This agreement is governed by the laws of Texas. Venue shall be exclusively in Galveston County, TX.

7.6 The following deliverables must be met by the Contractor:

- a) With more than 55,000 people attending each year, the Festival of Lights will create a positive economic impact not only to the city of Dickinson, but also the Galveston County and cities located around Dickinson and bring tourism into Dickinson and Galveston County.
- b) Since the Festival is funded by donations, it will provide a free holiday event for all people to enjoy, regardless of their economic status.
- c) Continue to bring community groups together to work on the project in a show of Community pride and provide an opportunity for Junior High and High School students to get community service hours.
- d) Continue to create a tradition of families and friends coming together in a common, friendly area to celebrate the Christmas season.
- e) Continue to provide an opportunity for off duty Police personnel to make extra Christmas money while working close to home in their own community.
- f) Continue to provide an opportunity for DISD Transportation Department drivers to make extra money while working in their community and provide services for their friends and families.

Executed by Galveston County this the ____ day of _____, 2025.


Galveston County

By: _____
Mark A. Henry
County Judge

Attest

Dwight D. Sullivan
County Clerk

Festival of Lights Society, Inc
By: Ken Suderman
Ken Suderman
President, Dickinson Festival of Lights

Attest: 
Charles Suderman
Secretary, Dickinson Festival of Lights

Date of Execution: _____

Executed by Galveston County this the ____ day of _____, 2025.


Galveston County

By: _____
Mark A. Henry
County Judge

Attest

Dwight D. Sullivan
County Clerk

Festival of Lights Society, Inc
By: Ken Suderman
Ken Suderman
President, Dickinson Festival of Lights

Attest: 
Charles Suderman
Secretary, Dickinson Festival of Lights

Date of Execution: _____

Executed by Galveston County this the _____ day of _____, 2025.


Galveston County

By: _____
Mark A. Henry
County Judge

Attest

Dwight D. Sullivan
County Clerk

Festival of Lights Society, Inc
By: Ken Suderman
Ken Suderman
President, Dickinson Festival of Lights

Attest:

Charles Suderman
Secretary, Dickinson Festival of Lights

Date of Execution: _____



Exhibit A

Insurance Requirements

Public liability and property damage insurance is required for all athletic user groups, amusement vendors (i.e. moonwalks), special event organizers producing events that are open to the public, and for-profit commercial vendors, otherwise known as "vendor" in the amounts set forth below. Insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions insuring the public from any loss or damage that may arise to any person or property by reason of the acts or omissions of the vendor.

Vendor shall at its own expense be required to carry the following minimum insurance coverage:

- For damages arising out of bodily injury to or death of one person in any one occurrence – one hundred thousand and no/100 dollars (\$100,000.00);
- For damages arising out of bodily injury to or death of two or more persons in any one occurrence – three hundred thousand and no/100 dollars (\$300,000.00);
- For injury to or destruction of property in any one occurrence – one hundred thousand and no/100 dollars (\$100,000.00);
- Alcohol - If alcoholic beverages are sold, served, or allowed to be consumed during the event, the insurance certificate must state specifically that it also covers any losses resulting from the consumption of alcohol at the event.

Certificate Holder:

The Certificate Holder is: The County of Galveston, 722 Moody (21st Street), Galveston, TX 77550

Additional Insured Required:

The County of Galveston shall be named as additional insured on policies listed in subparagraphs above and shall be notified of any changes to the policy(ies).

General requirements:

- Insurance is to be placed with insurers having a Best rating of no less than A.
- The vendor shall furnish the County with certificates of insurance and original endorsements affecting coverage required by these insurance clauses.
- The insurance certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf.
- Proof of insurance must be provided at least five (5) business days before the start of the event, athletic season, or first permitted date, or the permit/event will be cancelled.
- The County reserves the right to pursue other remedies permitted by law or in equity.
- In no event shall the County be liable for any damage to or destruction of any property belonging to the event organizer/vendor unless specified in writing and agreed upon by both parties.

EAST PAUL HOPKINS PARK

FESTIVAL OF LIGHTS
September 2008

**PAUL HOPKINS
PARK**

ELECTRICAL PANEL BOX
144' TO ELECTRICAL P/1
ELECTRICAL PULL BOX
LENGTH 253'

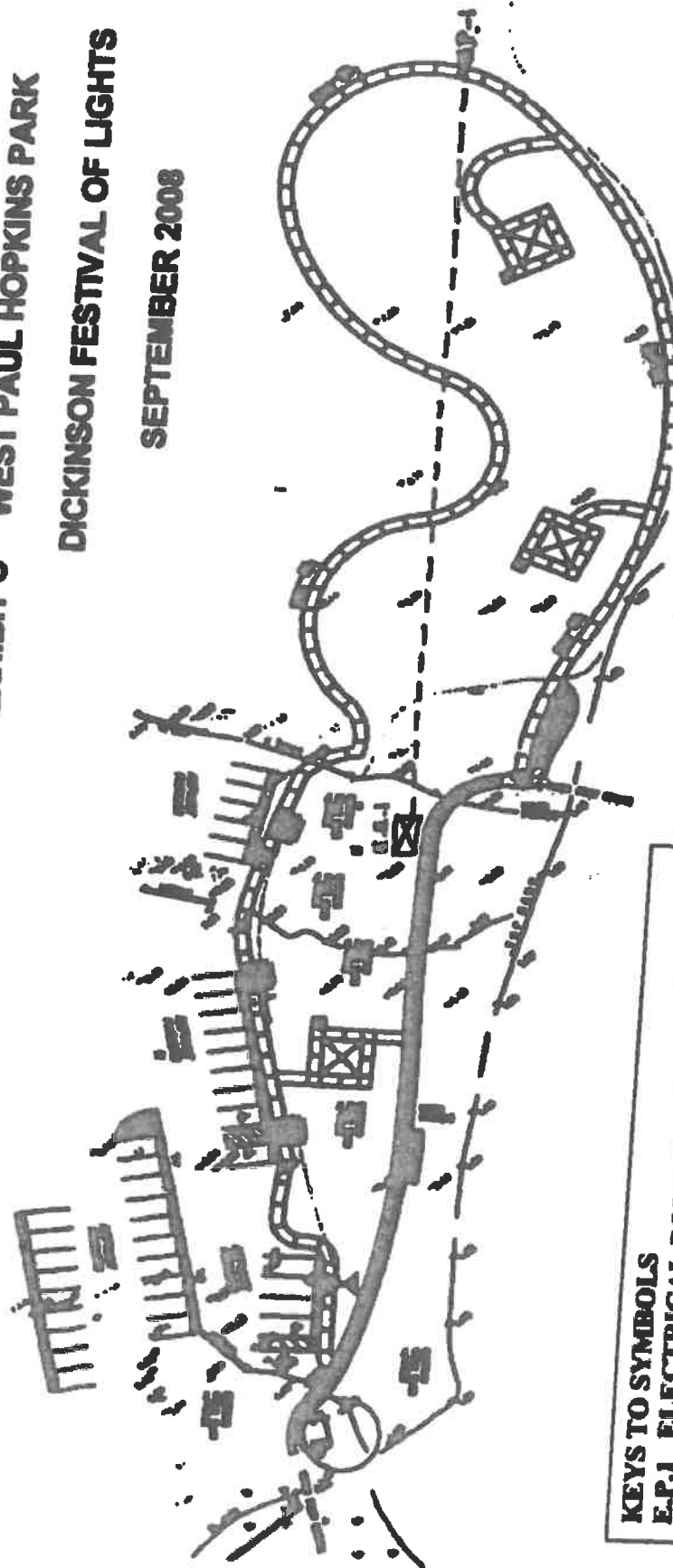
ELECTRICAL PULL BOX #
LENGTH 282'

ELECTRICAL PULL BOX #
LENGTH 375'

NOTE: ALL ELECTRICAL LINE
ARE 24" BELOW GRADE

Exhibit B

EXHIBIT C WEST PAUL HOPKINS PARK
DICKINSON FESTIVAL OF LIGHTS
SEPTEMBER 2008



KEYS TO SYMBOLS
E.P.1 ELECTRICAL POLE & PANEL
E.E.1 ELECTRICAL ENCLOSURE
— ELECTRICAL LINES 24" BELOW GRADE



Exhibit D Dickinson Festival of Lights

P. O. Box 184, Dickinson, TX 77539

(281) 337 2795

Fax (281) 309-9778



DICKINSON FESTIVAL OF LIGHTS CONCESSION STAND PRICING 2014

ITEM	PRICE
POPCORN	\$1.00
CANDY	\$1.00
CHIPS	\$1.00
COFFEE	\$1.00
HOT CHOCOLATE	\$1.00
PICKLES	\$1.00
SOFT DRINKS	\$1.00
WATER	\$1.00
HOT DOGS	\$1.00
HOT DOG W/ CHEESE OR CHILE	\$2.00
HOT DOG W/CHEESE AND CHILE	\$3.00
NACHOS	\$2.00
FRITO PIE	\$3.00
SAUSAGE ON A STICK	\$4.00
PICTURE WITH SANTA	
WITH OUR DIGITAL CAMERA	\$5.00
WITH YOUR PERSONAL CAMERA	FREE
DECORATE A COOKIE	\$1.00



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***22.**

Consideration of approval of additional products and services request with Deluxe for free wireless/SIM cards for Bolivar Beach handheld credit card machines submitted by the County Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	7/2/25 9:58 am
2	Dianna Martinez	Approve	7/2/25 10:11 am

100 Throckmorton Street, Suite 1800 • Fort Worth, Texas 76102
(817) 317-9100 • Fax: (866) 460-5475

Legal Name (as shown on Federal Tax Return): _____ Fed Tax ID: _____

BUSINESS NAME(S) (PLEASE PRINT CLEARLY)		
Business D/B/A Name:		
Physical Street Address:		
City, State, Zip:		
D/B/A Phone:	D/B/A Contact:	Merchant #:
<input type="checkbox"/> DEBIT / EBT		
Debit Rate: _____ % Debit Access Fee: \$ _____ per month Debit Transaction Fee: \$ _____ <input type="checkbox"/> Pass-Through of Debit Interchange & Network Fees <input type="checkbox"/> Cashback: Cashback Limit: \$ _____ Cashback limit cannot exceed \$500.00 <input type="checkbox"/> EBT Transaction Fee: \$ _____ per transaction FCS #: _____ FNS #: _____		(See the Merchant Processing Terms & Conditions for other Debit/EBT Related Fees.) By applying for EBT processing services and providing the FCS/FNS number(s), Merchant warrants it is an approved and authorized agent of the State or Government to conduct EBT transactions. Additional paperwork may be required.
<input type="checkbox"/> FIRSTPAY.NET™ 2.0 INTERNET SERVICES (CHOOSE SERVICE(S) BELOW)		
Service: <input type="checkbox"/> Total Package <input type="checkbox"/> Internet Payment Gateway <input type="checkbox"/> MOTO Virtual Terminal <input type="checkbox"/> Virtual Point-of-Sale <input type="checkbox"/> Payment Plug-in for QuickBooks® (Download) <input type="checkbox"/> Gateway Integrated Devices Monthly fee(per device) \$ _____	FirstPay.Net™ 2.0 Service Fees: Monthly Service Fee: \$ _____ Set Up Fee: \$ _____ Gateway Transaction Fee: \$ _____ Device(s) Encryption Fee(s): (Any devices added are subject to additional fees.) Qty. _____ x \$ _____ per month Device Quantity _____ Total Monthly Fees \$ _____	Mobile Service & Fees: <input type="checkbox"/> 1stPayMobile EMV Monthly Service Fee: \$ _____ (per device) Set Up Fee: \$ _____ (plus tax) Mobile Transaction Fee: \$ _____ Device Quantity _____
Add-Ons:		
<input type="checkbox"/> Customer Information Manager (CIM): \$ _____ per month <input type="checkbox"/> Batch Upload (offline transactions only) <input type="checkbox"/> Integrated Gateway Device Qty: _____ X \$ _____ per month Web Developer: _____ Phone: _____ Email: _____		
<input type="checkbox"/> SURCHARGE		
Monthly Service Charge: \$ _____ Service Charge Rate: _____ % OR Service Charge Fee: \$ _____ per transaction		
<input type="checkbox"/> THIRD PARTY POS		
Set Up Fee: \$ _____ (plus tax) Monthly POS Fee (per Device): \$ _____ Number of Devices: _____		
<input type="checkbox"/> MERCHANT BENEFITS PACKAGE *See the Merchant Processing Terms & Conditions regarding Equipment swaps.		
Monthly Fee: \$ _____ Merchant Benefits Package Includes: • Equipment swaps* • FirstView™ Premium online reporting (Merchant email address required for this service.)		
<input type="checkbox"/> NEXT DAY FUNDING (See the Next Day Funding Terms & Conditions for information relating to these and other fees.)		
<input type="checkbox"/> NEXT DAY FUNDING RATE*: _____ % <input type="checkbox"/> MONTHLY FEE: \$ _____ *Next Day Funding rate shall be charged on total credit and debit volume. Subject to Credit Approval and Criteria.		
<input type="checkbox"/> TSYS GUARDIAN		
<input type="checkbox"/> Point to Point Encryption Terminal Quantity: _____ Monthly Fee (per terminal): \$ _____ Setup (select one): <input type="checkbox"/> Triple Data Encryption Standard <input type="checkbox"/> Tokenization <input type="checkbox"/> Format Preserving Encryption (Voltage) Transaction Fee: \$ _____		
<input type="checkbox"/> WIRELESS FEES (MANDATORY IF UTILIZING A WIRELESS TERMINAL)		
Transaction Surcharge: \$0.07 per item Activation/Re-Activation Fee (Per Terminal): \$20.00 Monthly Access Fee (Per Terminal): \$15.00 SIM CARD: _____ Add SIMs when shipped		

ADDITIONAL PRODUCTS & SERVICES (CONTINUED)

DBA Name: _____

☐ FIRSTADVANTAGE™ GIFT CARD PROGRAM

Account Set-Up Fee: \$ _____ (plus shipping for Welcome Kit)

Location Fee: \$ _____ per month

Transaction Fee: \$ _____ each

Pooling Fee: \$ _____ *

****Your FirstAdvantage Welcome Kit will include 25 FirstAdvantage gift cards to get your business selling FirstAdvantage quickly. The cards are silver with black printing and will include your DBA name custom printed on the front. Additional cards are available by filling out the FirstAdvantage Order Form included in your Welcome Kit. (Shipping costs will be added.)**

☐ Existing Cards? Please email GiftCards@First-Advantage.net for instructions.

Type of Terminal : _____

Number of Locations: ☐ Single Location ☐ Multiple Locations: _____ of _____

Additional Cards: See FirstAdvantage™ Order Form

Send Welcome Kit To: ☐ Mailing/Billing Address ☐ Physical Street Address

☐ Sales Office ☐ Sales Rep. (Complete shipping address below)

Attn: _____ Phone Number: _____

Office/Rep Address _____

City: _____ State: _____ Zip: _____

Access Online Reports With FirstView.

*The Pooling Fee is assessed to cover the cost of moving funds between multiple locations.

(See the Gift Card/Loyalty Terms & Conditions for information relating to these and other fees.)

☐ SECUR-CHEX® CHECK SERVICES

Monthly Maintenance Fee: \$ _____

Monthly Minimum: \$25.00

Voice Authorization Fee: \$0.95

Total # of Checks Per Month: _____

Average Check Amount: \$ _____

Requested High Check/Maximum Guarantee Amount:

Total \$ Amount of Checks: \$ _____
(Per Month)

Average Return Rate: _____ %

The High Check/Maximum Guarantee amount is based on credit approval.
\$ _____

Credit Card Processing: ☐ At Deluxe

☐ Elsewhere

☐ No Credit Card Processing

Guarantee (Choose One):

☐ Guaranteed Conversion* (No Image):

☐ Check Guarantee (Paper-Based):

☐ Corporate Check Guarantee (Paper-Based):
(Includes check guarantee for corporate and personal checks.)

Applicable Fees For Selected Guarantee Service:

Transaction Fee: \$ _____

Guarantee Rate: _____ %

Minimum Per Check Fee: \$ _____

*The Maximum Guaranteed Amount for Guaranteed Conversion is \$1,500. Payroll Checks and Third Party Checks will not be converted or guaranteed even if an authorization receipt prints. Corporate Checks cannot be converted but can be guaranteed if this option is selected.

A La Carte: Custom Features for Check Guarantee (Conversion and Paper-Based)

A La Carte fees are in addition to the Guarantee Rate and Minimum Per Check Fee listed above.

☐ Bank Fee Reimbursement: \$ _____ per transaction (Available for Paper-Based checks only)

Claims for returned Qualifying Checks submitted with bank notice showing the fee charged by your bank will be paid an amount up to the Maximum Amount plus the bank fees.

☐ No Fault Coverage: \$ _____ per transaction (Available for Paper-Based and Conversion checks)

In the event a Qualifying Check is submitted for a claim without all required information needed for guarantee, the check will still be guaranteed.

☐ 7-Day Claims Payment: \$ _____ per transaction (Available for Paper-Based checks only)

Claims submitted for Qualifying Checks will be paid within 7 days of receipt of the claim.

☐ Stop Payment Coverage: \$ _____ per transaction (Available for Paper-Based and Conversion checks)

If a Qualifying Check is returned because of "Stop Payment," Secur-Chex® will guarantee payment up to 10% of the maximum guarantee amount.

No Guarantee - Products:

☐ Check Conversion with Verification: Transaction Fee: \$ _____

Uncollectible Item Fee: \$ _____ per check

☐ Check Verification Only (Paper-Based): Transaction Fee: \$ _____

AGREEMENT

By signing below, I authorize the addition of the products or services requested above. I expressly agree to be governed by the provisions of the original Merchant Processing Terms & Conditions as it relates to each product or service added. I further certify that I am authorized to sign on behalf of the company.

SIGNATURE: **X** _____

PRINT NAME: _____

TITLE: _____

DATE: _____

REP. SIGNATURE: *Jason Bergeron* _____

OFFICE #: _____ REP #: _____



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***23.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/23/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Facilities
- 5) **Department Contact:** Misty Witmer
- 6) **Description:** Consideration for authorization to utilize cooperative purchasing agreement in lieu of competitive bidding requirements to purchase Pest and Rodent Control with ABC Home and Commercial Services on behalf of Facilities Department submitted by the Purchasing Agent
- 7) **PEID No:** PENDING
- 8) **Req No:** N/A
- 9) **Orgkey:** 110170100
- 10) **Object Code:** TBD
- 11) **Vendor:** ABC Home and Commercial Services
- 12) **Vendor Contract No:** Buyboard 709-23

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** General
- 14) **Fund #:** 1101
- 15) **Current Year Budgeted:** \$80,000
- 16) **Current Year Projected:** \$80,000
- 17) **Year 2:**
- 18) **Year 3:**
- 19) **Year 4:**
- 20) **Year 5:**
- 21) **Totals:**

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 9/1/2023
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 8/31/2025

26) Contract # Issued by Purchasing Department: 226727

NOTES: HB1295 to be requested

Approval History

Seq #	Approver	Action	Action Date
1	Lauren Michaels	Approve	6/17/25 1:35 pm
2	Misty Witmer	Approve	6/17/25 1:38 pm
3	Melissa Fleming	Approve	6/17/25 4:04 pm
4	Rufus Crowder	Approve	6/17/25 4:44 pm
5	Diana Huallpa	Approve	6/19/25 9:05 am
6	Sergio Cruz	Approve	6/23/25 1:15 pm
7	Veronica Van Horn	Approve	7/1/25 11:57 am



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 17, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: Request to Utilize Cooperative Purchasing Agreement
Galveston County Facilities Department

Gentlemen,

It is requested that the Commissioners' Court grant authorization to the Purchasing Agent to utilize a State of Texas approved cooperative purchasing program as referenced in the Texas Local Government Code, Chapter 271.102, Cooperative Program Participation, in lieu of the competitive bidding requirements as referenced in Chapter 262.023, Competitive Requirements for Certain services for the Facilities Department's use:

- **Pest Control and Rodent Services**

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rufus G. Crowder", is written over a horizontal line.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Michaels, Lauren
Sent: Monday, June 16, 2025 5:56 PM
To: Dickey, Tammy
Cc: Witmer, Misty
Subject: Permission to use cooperative purchasing program
Attachments: Galveston County (2).pdf

Good evening Tammy,

The Facilities Department would like to ask Commissioners Court, on the June 23rd agenda, for permission to utilize cooperative purchasing in lieu of formal solicitation to procure Pest Control and Rodent Services with ABC Home and Commercial Services.

Please let me know if there is anything else that you need.

Lauren Michaels
Enterprise Business Manager

722 Moody, 6th floor, Galveston, TX 77550
409.770.6233

LaurenMichaels@galvestoncountytx.gov
galvestoncountytx.gov



DEPARTMENT of ENTERPRISE SERVICES

NOTE TO OUR CUSTOMERS: To ensure your technology-related needs are being captured, all inquiries and requests should be directed to our IT Service Desk via the web portal, emailing tickets@galvestoncountytx.gov or calling X2685.



Integrated Pest Management Program: Galveston County

Buyboard Number: 709-23

ABC Home and Commercial Services

Key Personnel: Executives & Operations



Key Personnel:



CEO: Raleigh Jenkins

Graduated from Texas A&M in 1983, Raleigh Jenkins graduated from Texas A&M in 1982 and has a second degree from the University of Houston in Hotel and Restaurant Management. Started ABC Pest Control of Houston in 1985. Raleigh served as the National Pest Management President from 2009-2011.



Vice President: Norman Nelms

Since joining the Houston Branch in 1987, Normans dedication and expertise have played essential roles in the company's growth and success. As ABC certified applicator in all categories, he possesses an extensive understanding of various domains within the realm of Integrated Pest Management



Chief Operating Officer: Ben Johnson

Graduated from Texas A&M in 2008, and is the 3rd generation of the Jenkins Family to join the business. Started at ABC in 2007 as a termite technician. Ben and Tiffani moved to Atlanta, Georgia to open ABC Atlanta. In 2015 they moved back to Houston and now Ben is the COO for ABC Houston & FL.



Chief Financial Officer: Cameo Jenkins

Graduated from Texas A&M in 2012, and another member of the 3rd generation of the Jenkins Family. Cameo moved to Florida with her husband, Dylan Jenkins, to manage & run the Florida Branch where she obtained her MBA from Rollins College in Winter Park, FL. She now runs and manage Finance & Accounting out of Houston.



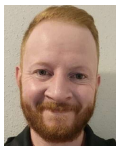
Director of Commercial Sales: Dylan Jenkins

Graduated from Texas A&M in 2012, Dylan is the 3rd generation to the Jenkins Family to join the business. Began working at ABC in 2005. Upon Graduation ran the Florida Branch office for 8 years before moving back home to help manage & grow the Commercial Service Division.



Director of Marketing & Corporate Sponsorships: Tiffani Jenkins-Johnson

Since Graduating from Texas A&M in 2010, and is another Member of the Jenkins Family. Tiffani has been the Marketing Director & Director of Corporate Sponsorships. Responsible for setting overall vision & direction for both initiatives & creating long lasting relationships and partnerships with our larger local corporations.



Quality Control & Key Account Management Director: Nick Nunnery

Associate Certified Entomologist with 15 years in the commercial pest management industry. He is a former CEO/Owner of a pest control company acquired by ABC Home and Commercial Services. He handles quality assurance at ABC's Key Accounts by providing internal audits. He is certified through the National Pest Management association to service food plants and much of his career has been spent helping food facilities pass third party audits. He passes along the same scrutiny and service standards to all of ABC's Key Accounts



Commercial General Manager: Joey Beasley

Enlisted as an Army Medic from 2006-2008. Worked in Oil and Gas as a Quality Assurance Manager for 10 years. Began working at ABC in Spring of 2017. Managed Pest Operations at ABC since 2018.



Lead Entomologist & Training Director: Steve Martin

39 Years Pest Services Industry. Steve has been a member of the ABC family since 2002. Graduated from Texas A&M with a degree in Entomology. Currently serving as ABC's Certified Applicator and Training Director for Houston & Florida Markets.



ABC Home and Commercial Services Well-Known Houston Partners



MAERSK



**Houston
Grand
Opera**



ABC Home and Commercial Services

Executive Summaries & DATA MAPPING



Executive Summary

ABC has designed a comprehensive, data focused approach in order to control pests & rodents that includes both chemical & non-chemical control methods. Our plan eliminates the risks that pests, such as rodents, roaches & flies poses to the overall fan experience, the health and safety of those at the campus & for the well being of the property itself.

ABC's plan minimizes the risk of an infestation by identifying potential sources of pests, implementing control measures, data points, and regularly monitoring, documenting & evaluating the effectiveness of the plan.

It will be important to train staff on how to leverage ABC's Customer Portal & E Log book to track data, control measures & on going communication. By implementing our comprehensive plan, we are confident we can exceed the expectations of our customers and ensure a safe and enjoyable environment for staff & customers.

DATA & MAPPING

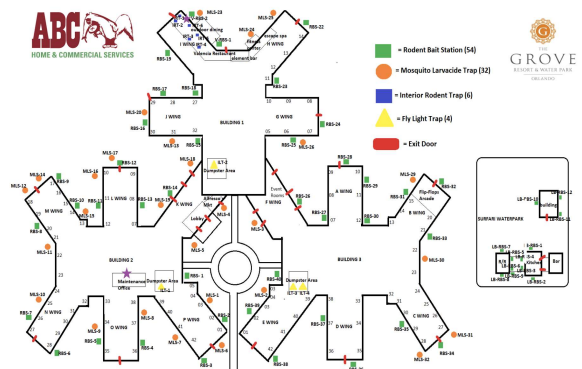
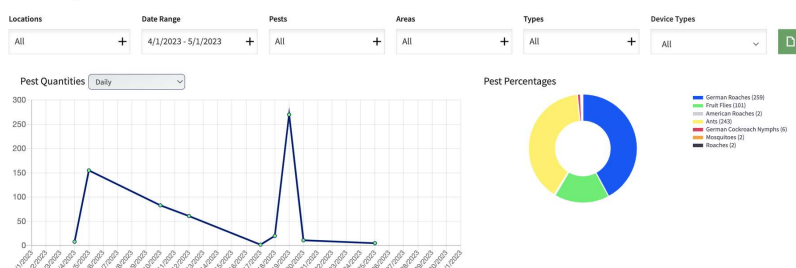
ABC will:

- 1) Create Detailed Site Maps of the Campus Notating All Treatment Zones
- 2) Create Detailed Site Maps of the Campus Notating All Device Locations
- 3) Assign Barcodes to Every Treatment Zone & Device on Campus
- 4) Meet Quarterly To Review All Data Captured in Data & Trending Reporting by Location

Data Captured & Available in E Log Book/Customer Portal will Include:

- Pest Type Captured & the Area Captured (Ex: Rodents (5) -- Dry Dock)
- Time Stamps & Dates within Zone &/or Device
- Products used within each Zone or Device
- Conducive Issues: Sanitation & Structural

Pest Finding



ABC Home & Commercial Services
E-Log Book: Main Page



Log Out

Reports

Documents

Diagrams

30 Days

60 Days

90 Days

1 Year

Custom

Conditions



High Med Low

View Report

Pests Captured

130

Total Pests

8/30 9/14 9/28 10/12

View Report

Pest Evidence

15

Total Pests

8/24 9/21 10/12

View Report

Pest Sightings

22

Total Pests

8/14 9/11 10/12

View Report

Device Summary

67

Total Inspections

Captured Inspected
Replaced Skipped

View Report

Material Summary

75

Total Applications

View Report

Inspection Reports

D	Commercial Pest Control - BiWeekly 2015 Red Bluff Road Pasadena,	10/12/2023 View Report
D	Commercial Pest Control - BiWeekly 2015 Red Bluff Road Pasadena,	10/13/2023 View Report
D	Commercial Pest Control - BiWeekly 2015 Red Bluff Road Pasadena,	9/28/2023 View Report
D	Commercial Pest Control - BiWeekly 2015 Red Bluff Road Pasadena,	9/26/2023 View Report
D	Commercial Pest Control (Production) 2015 Red Bluff Road Pasadena,	9/21/2023 View Report

Service History



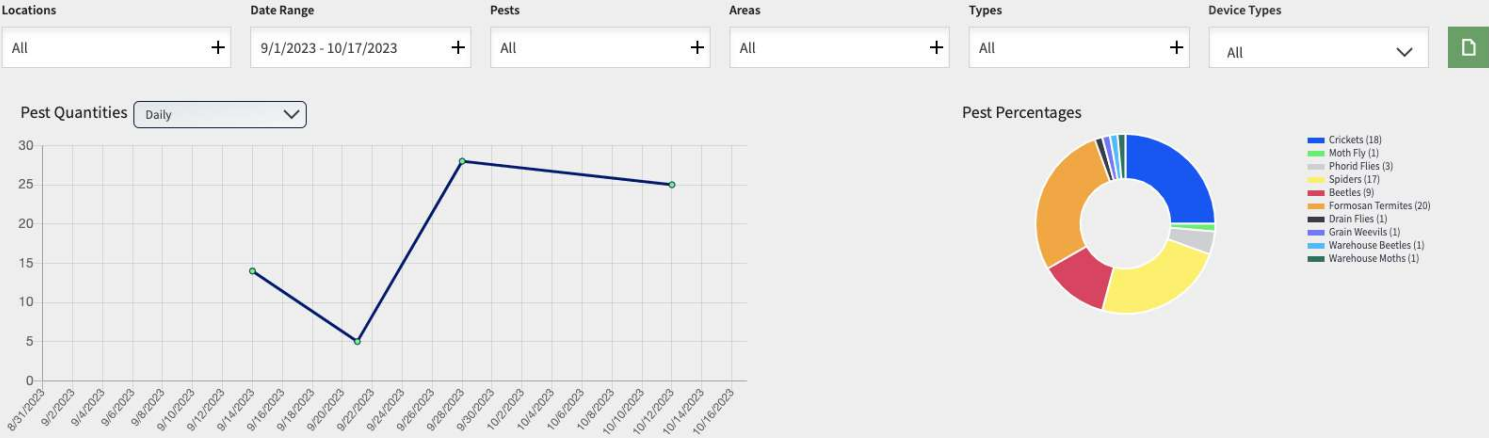
Need Help?
Give us a call at:

Privacy Policy | Third Party Copyrights

ABC Home & Commercial Services

E-Log Book: Pest Findings

Pest Finding



Pest Findings Summary

Pest	Quantity
Beetles	9
Crickets	18
Drain Flies	1
Formosan Termites	20
Grain Weevils	1
Moth Fly	1
Phorid Flies	3
Spiders	17
Warehouse Beetles	1
Warehouse Moths	1

Exterior

Device	Pest	Type	Quantity	Date
-	Crickets	Sighted	5	10/12/2023 1:59:59 PM
Area Men's Restroom (Mount Royal USA (upstairs) -> Men's Restroom)	Drain Flies	Sighted	1	10/12/2023 12:31:48 PM
Area Restroom Driver (Offices -> Restroom)	Crickets	Evidence	1	10/12/2023 1:26:35 PM
Interior Rodent Trap Dock A- 1 (Warehouse -> Dock A)	Crickets	Captured	3	10/12/2023 1:08:21 PM
Interior Rodent Trap Dock A- 12 (Warehouse -> Dock A)	Crickets	Captured	1	10/12/2023 1:17:01 PM
Interior Rodent Trap Dock A- 6 (Warehouse -> Dock A)	Crickets	Captured	1	10/12/2023 1:12:24 PM
Interior Rodent Trap Dock A- 6 (Warehouse -> Dock A)	Spiders	Captured	1	10/12/2023 1:12:24 PM
Interior Rodent Trap IRT-H1 (Interior -> Hallway 1)	Spiders	Captured	2	10/12/2023 1:23:36 PM
Interior Rodent Trap IRT-H2 (Interior -> Hallway 1)	Warehouse Moths	Captured	1	10/12/2023 1:25:16 PM
Interior Rodent Trap Processing-01 (Warehouse -> Processing)	Phorid Flies	Captured	1	10/12/2023 12:49:21 PM
Interior Rodent Trap Processing-4 (Warehouse -> Processing)	Phorid Flies	Captured	1	10/12/2023 12:57:32 PM
Interior Rodent Trap Processing-5 (Warehouse -> Processing)	Beetles	Captured	6	10/12/2023 12:55:32 PM
Interior Rodent Trap Processing-6 (Warehouse -> Processing)	Warehouse Beetles	Captured	1	10/12/2023 12:53:27 PM
Interior Rodent Trap Processing-6 (Warehouse -> Processing)	Grain Weevils	Captured	1	10/12/2023 12:53:27 PM
Total			26	

ABC Home and Commercial Services

Quality Management & Internal Auditing



Quality Control Inspections & Internal Auditing

On a **Quarterly Frequency**, ABC will conduct an Internal Audit & Trending Report Performance Meeting. The Agenda of the meeting & inspection will include:

1. **Performance Review:** After a due diligence inspection & data collection, ABC will present a summary of the pest control services provided during the previous **quarter**, including any pest sightings, treatments applied, and any issues that were identified.
2. **Trend Analysis:** Your Key Account Manager will present a trend analysis based on the data collected over the previous **quarter**, including any increases or decreases in pest activity, potential causes for these trends, and any recommendations for future pest control strategies.
3. **Inspection Results:** Your Key Account Manager will present the results of their inspections conducted, highlighting any areas of concern and any corrective actions that were taken over previous **quarter**.
4. **Customer Feedback:** Your Key Account Manager will present any feedback received from the campus or its employees regarding pest control services, addressing any concerns or suggestions for improvement.
5. **Discussion of Upcoming Events:** ABC and Senior Staff would discuss any upcoming events or activities that may impact pest control efforts, such as events, and develop a plan for addressing any potential pest issues that may arise.
6. **Action Plan:** Based on the information presented and discussed during the meeting, ABC Home and Commercial Services and representatives would develop an action plan for the upcoming quarter, outlining specific pest control strategies and areas of focus.

Supervisor & Management Ride Alongs

On a **Quarterly Frequency**, ABC's Management Team will conduct a Ride Along with the Service Team in order to:

1. Ensure that pest control services & programs are being executed in accordance with established standards and protocols, and to identify any potential issues or areas for improvement.
2. This collaborative effort between the supervisor and technician can help to maintain a high level of quality control, enhance communication between team members, and ensure that all aspects of the pest control program are being properly implemented.
3. The supervisor can provide support, guidance, and coaching to the technician, helping to foster professional development and improve job performance. By riding along with the technician, the supervisor can gain firsthand knowledge of the challenges and opportunities associated with pest control at the, and work with the technician to develop effective solutions and strategies for ongoing pest control management.

ABC Home and Commercial Services

IPM - Interior Insect Management Program

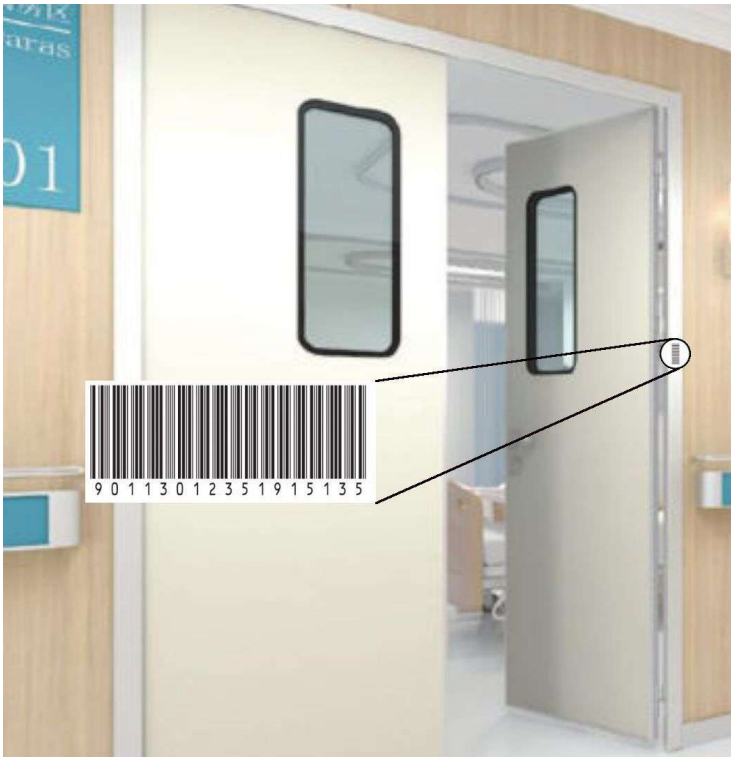


Frequency: Monthly

Covered Pests:

The pests that need to be covered in this contract

Pharaoh Ants, Fire Ants, Cockroaches, Silverfish, Crickets, Spiders & Earwigs. Wasps & Mud Daubers (12 Feet & Under).



Barcoding Conducive & Key Areas:

- During the initial setup of the account ABC will apply a barcode to the doorframe of every conducive area or region inside the structure.
- This Barcode will be used to track all activity in the area as well as provide data to allow us to make small adjustments to the programs based on recorded activity.

Dietary & Conducive Regions

All **Dietary & Moisture Driven Regions** need to be treated **Bi-Weekly** or **Monthly**

- Break Rooms
- Food Production Rooms
- Restrooms

With treatment methods such as: liquid treatments, flushing of all cracks & crevices, inspection and monitoring of insect monitors, baiting & the formal documentation and verbal communication of conducive sanitary areas.

Other conducive regions of the facility need to be inspected & treated as needed on a **Monthly Frequency.**



ABC Home and Commercial Services

IPM - Exterior Insect Management Program



Exterior Pest Management

ABC will 1)Treat, 2)Inspect, 3)Scan & Collect Data of all Exterior spaces around the facility at a **Monthly Frequency.**

Treatment Methods will include use of IPM

Power Spraying: Using a power sprayer, apply a residual insecticide to the perimeter of the campus buildings. Ensure the spray is applied in a uniform and continuous pattern to ensure thorough coverage of all target areas within 20 feet of the foundations.

Granular Baiting: Apply a granular bait specifically designed for outdoor use in areas that are difficult to access with a power sprayer, such as landscaped areas, mulch beds, and other ground covers. The granular bait should be applied in a uniform pattern, following the label instructions for the specific product being used.

Spot Treating: In areas with heavy pest activity or breeding areas, spot treating with an appropriate insecticide as needed. Focus on areas that are typically high risk or have a history of pest problems, such as dumpsters, compost areas, and loading docks.

The Exterior of Every Building will be barcoded in order to capture data & set action item thresholds if/when pest activity surpasses acceptable rates. The Data will be captured and recorded in our E-Log Book & Customer Portal. Data included will be:

- Pest Type Captured & the areas within the property
- Time Stamps & Dates within each kitchen and/or moisture driven area
- Products & Application Methods used on each building
- Conducive Issues: Sanitation & Structural



Exterior Rodent Management:

ABC will strategically place and assign devices on site maps: Rodent Bait Stations (anchored to the ground). Devices will be inspected, re baited & scanned/data sourced into the system for data capture. The devices will be placed in key vulnerable/high risk regions around the exterior of each building of the campus.

The Purpose of an aggressive Exterior Rodent Program:

1. **Early detection:** By placing numerous bait stations in key locations, the likelihood of detecting rodent activity early is greatly increased. This enables rapid response to any issues before they have a chance to escalate.
2. **Targeted control:** By focusing on high-risk areas, such as dumpster areas, loading docks, and other outdoor locations where food or water may be present, resources can be more effectively deployed to control rodent populations. This approach can reduce the overall number of bait stations needed throughout the campus, while also ensuring that the most vulnerable areas are protected.
3. **Prevents Infestations:** A large number of exterior rodent bait stations can help to prevent rodent activity before an infestation occurs. This can help to reduce the risk of damage to the stadium's infrastructure and prevent the spread of disease associated with rodents.
4. **Protects Reputation:** Rodent activity can damage the reputation of a campus, leading to negative publicity and reduced revenue. A proactive approach to rodent control, including the use of a large number of exterior rodent bait stations, can help to prevent rodent activity and demonstrate the campus commitment to maintaining a clean and safe environment for staff and visitors.

Our Rodent Bait Stations will act as the First Line of Defense against imminent rodent pressure. If executed correctly, ABC will minimize risk of a rodent infestation inside the campus.



Service Frequency & Schedule

ABC Home and Commercial Services will be providing a comprehensive pest and rodent management program **Weekly (Emergency 2-4 Hr. Response on Sunday)**. Our team of highly trained and experienced pest management professionals will be on site each day to address specific proactive issues, as well as any reactive problems or follow-ups that need to be addressed.

Our proactive approach and detailed schedule will include regular inspections of your facility, identifying potential problem areas, and implementing customized pest management solutions to prevent infestations before they occur. We will also adhere to a schedule that ensures we address all dietary zones, exterior treatment, device management, and conducive zone treatments within the agreed-upon frequency. **OUR ANNUALIZED TREATMENT SCHEDULE & CALENDAR OF EVENTS SHOULD BE POSTED & MADE PUBLIC - MODIFICATIONS TO THE SCHEDULE WILL BE MADE AT QUARTERLY REVIEWS**

If any reactive problems do arise, our team will be on site promptly to assess the situation and develop a plan of action to address the issue. Our priority is to minimize any disruption to your operations while effectively resolving the problem at hand.

We understand the importance of a pest-free environment for your campus and its patrons, and we are committed to providing the highest quality pest management services available. We look forward to working with you to ensure your facility remains pest-free and running smoothly.

Emergency Response:

At ABC Home and Commercial Services, we understand the importance of prompt and efficient pest management services, especially when it comes to a high profile account. That's why we have developed an emergency response program that ensures a 2-4 hour response time for any pest-related issue that may arise.

Our emergency response team is available 24/7, and is equipped with the necessary tools and equipment to handle any pest situation, big or small. Our team will arrive on site within the specified time frame and will quickly assess the situation and develop a customized plan of action to address the issue at hand.

In addition to our emergency response team, we also have a dedicated customer service team that is available to answer any questions or concerns you may have. Our team will work with you to schedule regular maintenance and follow-up visits to ensure that your pest management program is always up-to-date and effective.

We take great pride in our emergency response program and are confident that we can provide you with the exceptional pest management services you need to keep your campus safe and pest-free.

The initial on boarding phase of this project is fundamental to its success. It sets the foundation for ongoing management and determines the effectiveness of the program in the long term. During this phase, several critical tasks must be completed, including mapping the entire facility, identifying the pests that need to be managed, establishing and agreeing upon initiation timeline, installing equipment, and conducting an initial treatment.

1. **Pre-Planning**

Before the actual transition and start-up, a pre-planning phase is necessary to identify the goals, resources, and challenges of the project. This involves meeting with all relevant staff, determining the scope of the project and contract, identifying active pests pest issues that need resolution, and establishing a timelines.

2. **Barcoding**

Barcoding all insect and rodent devices, dietary rooms, restrooms, break rooms, janitor's closets, and the exterior of buildings is crucial for data collection. This step involves tagging each device with a unique barcode that can be scanned with a mobile device to track its location, maintenance history, and any related data.

3. **Equipment Installation & Site Mapping**

Hundreds of interior and exterior rodent devices, fly lights, and other pest control equipment will be installed throughout the campus. This process will involve identifying the best locations for each device, selecting the appropriate device type, notating locations on our site maps, and ensuring that they are properly installed and functioning.

4. **Initial Treatment**

An initial treatment of the pest control program will be necessary to address any active infestations. This will involve a comprehensive inspection of the campus to determine the extent of the infestation, followed by targeted treatments using appropriate pesticides, baits, or other pest control products.

5. **Data Collection**

Data collection is an essential part of any pest management program. The barcoding system implemented in step 2 will help track the location and maintenance history of each device, while additional data will be collected on pest activity, population levels, and the effectiveness of the pest control program. This data will be used to adjust the pest management program as needed and to provide ongoing reports to stakeholders.

6. **Training, Education & Introductions**

Training and education are essential components of our pest management program. Campus staff will receive training on how to access our e log book & customer portal to leverage that data source. ABC would request a formal meeting with all relevant personnel who we would be reporting to and is a stakeholder in the Pest Management Program to introduce our team and program.

7. **Timeline**

The entire transition and start-up plan for the pest management program should be completed within one week. This timeline may need to be adjusted based on the scope of the project, the resources available, and any unexpected challenges that arise.

8. **Communication and Collaboration**

Effective communication and collaboration are essential for the success of the pest management program. After our initial on boarding meeting, we would like to set a 30 Day Follow Up meeting on the initial success & initiation in addition to setting up regular quarterly meetings with stakeholders, ongoing updates on the program's progress, and collaboration between Cal-Maine staff and the pest management team will be necessary to ensure that the program is meeting its goals and that any issues are addressed promptly

ABC Home and Commercial Services:



4500 11th Street Bacliff-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 42.00	1	12	\$ 504.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 28.00	1	12	\$ 336.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	4	12	\$ 192.00

Annual Subtotal **\$ 1,032.00**

Total \$ 1,032.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 86.00

Total \$ 86.00

ABC Home and Commercial Services:



4833 10th St Bacliff-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 42.00	1	12	\$ 504.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 28.00	1	12	\$ 336.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	4	12	\$ 192.00

Annual Subtotal **\$ 1,032.00**

Total \$ 1,032.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 86.00

Total \$ 86.00

ABC Home and Commercial Services:



1750 Hwy 87 Crystal Beach-Monthly

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 42.00	1	12	\$ 504.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 28.00	1	12	\$ 336.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	4	12	\$ 192.00

Annual Subtotal **\$ 1,032.00**

Total \$ 1,032.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 86.00

Total \$ 86.00

ABC Home and Commercial Services:



2714 Hwy 3 Dickinson-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 54.00	1	12	\$ 648.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 32.00	1	12	\$ 384.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,320.00**

Total \$ 1,320.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 110.00

Total \$ 110.00

ABC Home and Commercial Services:



920 Noble Carl Dr-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 54.00	1	12	\$ 648.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 32.00	1	12	\$ 384.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,320.00**

Total \$ 1,320.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 110.00

Total \$ 110.00

ABC Home and Commercial Services:



946 Noble Carl Dr-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 64.00	1	12	\$ 768.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 46.00	1	12	\$ 552.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,608.00**

Total \$ 1,608.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 134.00

Total \$ 134.00

ABC Home and Commercial Services:



910 South Friendswood Dr-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 54.00	1	12	\$ 648.00

Annual Subtotal **\$ 648.00**

Total \$ 648.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 54.00

Total \$ 54.00

ABC Home and Commercial Services:



722 Moody-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 114.00	1	12	\$ 1,368.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 112.00	1	12	\$ 1,344.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	14	12	\$ 672.00

Annual Subtotal **\$ 3,384.00**

Total \$ 3,384.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 282.00

Total \$ 282.00

715 19th St-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 84.00	1	12	\$ 1,008.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 72.00	1	12	\$ 864.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	8	12	\$ 384.00

Annual Subtotal **\$ 2,256.00**

Total \$ 2,256.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 188.00

Total \$ 188.00

ABC Home and Commercial Services:



2011 Sealy-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 54.00	1	12	\$ 648.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 42.00	1	12	\$ 504.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,440.00**

Total \$ 1,440.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 120.00

Total \$ 120.00

ABC Home and Commercial Services:



818 Moody-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 64.00	1	12	\$ 768.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 40.00	1	12	\$ 480.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,536.00**

Total \$ 1,536.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 128.00

Total \$ 128.00

ABC Home and Commercial Services:



600 59th-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 112.00	1	12	\$ 1,344.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 98.00	1	12	\$ 1,176.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	12	12	\$ 576.00

Annual Subtotal **\$ 3,096.00**

Total \$ 3,096.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 258.00

Total \$ 258.00

ABC Home and Commercial Services:



5700 Ave H-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 134.00	1	12	\$ 1,608.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 112.00	1	12	\$ 1,344.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	16	12	\$ 768.00

Annual Subtotal **\$ 3,720.00**

Total \$ 3,720.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 310.00

Total \$ 310.00

ABC Home and Commercial Services:



601 54th St-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 104.00	1	12	\$ 1,248.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 98.00	1	12	\$ 1,176.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	10	12	\$ 480.00

Annual Subtotal **\$ 2,904.00**

Total \$ 2,904.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 242.00

Total \$ 242.00

ABC Home and Commercial Services:



4102 FM 519-Monthly Service

IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 88.00	1	12	\$ 1,056.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 72.00	1	12	\$ 864.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	10	12	\$ 480.00

Annual Subtotal **\$ 2,400.00**

Total \$ 2,400.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 200.00

Total \$ 200.00

ABC Home and Commercial Services:

203 Vauthier-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 48.00	1	12	\$ 576.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 32.00	1	12	\$ 384.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,248.00**

Total \$ 1,248.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 104.00

Total \$ 104.00

ABC Home and Commercial Services:
174 Calder Dr-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 68.00	1	12	\$ 816.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 94.00	1	12	\$ 1,128.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	12	12	\$ 576.00

Annual Subtotal **\$ 2,520.00**

Total \$ 2,520.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 210.00

Total \$ 210.00

ABC Home and Commercial Services:

131 Pecan-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 38.00	1	12	\$ 456.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 44.00	1	12	\$ 528.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	5	12	\$ 240.00

Annual Subtotal **\$ 1,224.00**

Total \$ 1,224.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 102.00

Total \$ 102.00

ABC Home and Commercial Services:
1620 Gill Rd-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 48.00	1	12	\$ 576.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 54.00	1	12	\$ 648.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,512.00**

Total \$ 1,512.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 126.00

Total \$ 126.00

ABC Home and Commercial Services:
1353 FM 646-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 58.00	1	12	\$ 696.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 74.00	1	12	\$ 888.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,872.00**

Total \$ 1,872.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 156.00

Total \$ 156.00

ABC Home and Commercial Services:
807 HWY 3-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 28.00	1	12	\$ 336.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 34.00	1	12	\$ 408.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	4	12	\$ 192.00

Annual Subtotal **\$ 936.00**

Total \$ 936.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 78.00

Total \$ 78.00

ABC Home and Commercial Services:

11730 Hwy 6-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 48.00	1	12	\$ 576.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 64.00	1	12	\$ 768.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,632.00**

Total \$ 1,632.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 136.00

Total \$ 136.00

ABC Home and Commercial Services:
5101 Ave H-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 48.00	1	12	\$ 576.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 54.00	1	12	\$ 648.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,512.00**

Total \$ 1,512.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 126.00

Total \$ 126.00

ABC Home and Commercial Services:

6101 Attwater Ave-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 98.00	1	12	\$ 1,176.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 114.00	1	12	\$ 1,368.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	12	12	\$ 576.00

Annual Subtotal **\$ 3,120.00**

Total \$ 3,120.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 260.00

Total \$ 260.00

ABC Home and Commercial Services:
3412 Loop 197-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 78.00	1	12	\$ 936.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 114.00	1	12	\$ 1,368.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	12	12	\$ 576.00

Annual Subtotal **\$ 2,880.00**

Total \$ 2,880.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 240.00

Total \$ 240.00

ABC Home and Commercial Services:
2516 Texas Ave-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 38.00	1	12	\$ 456.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 44.00	1	12	\$ 528.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	6	12	\$ 288.00

Annual Subtotal **\$ 1,272.00**

Total \$ 1,272.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 106.00

Total \$ 106.00

ABC Home and Commercial Services:
1205 Oak St-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 58.00	1	12	\$ 696.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 64.00	1	12	\$ 768.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	8	12	\$ 384.00

Annual Subtotal **\$ 1,848.00**

Total \$ 1,848.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 154.00

Total \$ 154.00

ABC Home and Commercial Services:

823 Grand Bacliff-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 48.00	1	12	\$ 576.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 54.00	1	12	\$ 648.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	8	12	\$ 384.00

Annual Subtotal **\$ 1,608.00**

Total \$ 1,608.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 134.00

Total \$ 134.00

ABC Home and Commercial Services:
9850 Emmett F Lowry-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 148.00	1	12	\$ 1,776.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 188.00	1	12	\$ 2,256.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	28	12	\$ 1,344.00

Annual Subtotal **\$ 5,376.00**

Total \$ 5,376.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 448.00

Total \$ 448.00

ABC Home and Commercial Services:
2601 Loop 197 South-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 128.00	1	12	\$ 1,536.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 144.00	1	12	\$ 1,728.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	14	12	\$ 672.00

Annual Subtotal **\$ 3,936.00**

Total \$ 3,936.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 328.00

Total \$ 328.00

ABC Home and Commercial Services:

5500 Attwater Ave-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 78.00	1	12	\$ 936.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 58.00	1	12	\$ 696.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	10	12	\$ 480.00

Annual Subtotal **\$ 2,112.00**

Total \$ 2,112.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 176.00

Total \$ 176.00

ABC Home and Commercial Services:

5115A Hwy 3-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 78.00	1	12	\$ 936.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 108.00	1	12	\$ 1,296.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	10	12	\$ 480.00

Annual Subtotal **\$ 2,712.00**

Total \$ 2,712.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 226.00

Total \$ 226.00

ABC Home and Commercial Services:

5700 Ave H-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 118.00	1	12	\$ 1,416.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 128.00	1	12	\$ 1,536.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	12	12	\$ 576.00

Annual Subtotal **\$ 3,528.00**

Total \$ 3,528.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 294.00

Total \$ 294.00

ABC Home and Commercial Services:
4102 FM 519 Carbide Park Pioneer House-
Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 48.00	1	12	\$ 576.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 58.00	1	12	\$ 696.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	4	12	\$ 192.00

Annual Subtotal **\$ 1,464.00**

Total \$ 1,464.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 122.00

Total \$ 122.00

ABC Home and Commercial Services:
4102 FM 519 Wayne Johnson-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 78.00	1	12	\$ 936.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 98.00	1	12	\$ 1,176.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	10	12	\$ 480.00

Annual Subtotal **\$ 2,592.00**

Total \$ 2,592.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 216.00

Total \$ 216.00

ABC Home and Commercial Services:

5115B Hwy 3 Dickinson-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 88.00	1	12	\$ 1,056.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 108.00	1	12	\$ 1,296.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	14	12	\$ 672.00

Annual Subtotal **\$ 3,024.00**

Total \$ 3,024.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 252.00

Total \$ 252.00

ABC Home and Commercial Services:

722 Moody Annex-Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 118.00	1	12	\$ 1,416.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 128.00	1	12	\$ 1,536.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	10	12	\$ 480.00

Annual Subtotal **\$ 3,432.00**

Total \$ 3,432.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 286.00

Total \$ 286.00

ABC Home and Commercial Services:
4102 FM 519 Carbide Park Service Center-
Monthly Service



IPM Program Breakdown	Price	QTY	Svc/Year	Annual
Insect Program				
Interior Insect Management <ul style="list-style-type: none"> Barcode All Treatment Zones/Conductive Rooms Treat & Inspect Each Production Room Document Activity, Treatment Types & Conducive Issues 	\$ 108.00	1	12	\$ 1,296.00
Exterior Insect Management <ul style="list-style-type: none"> Power Spray Entire Proximity of Property (Foundation & Walls) Granular Bait Proximity of Property Knock Down Spider Webs & Wasp Nests Larvacide Application To Standing Bodies of Water Fogging of Crawl Space Entry Points 	\$ 112.00	1	12	\$ 1,344.00
Rodent Management Program				
Exterior Rodent Management <ul style="list-style-type: none"> Inspect All Exterior Rodent Devices Scan Devices, Document Activity & Pressure, Replace Rodenticides Each Service 	\$ 4.00	14	12	\$ 672.00

Annual Subtotal **\$ 3,312.00**

Total \$ 3,312.00

Monthly Cost of Service	Price
Monthly Prebill	\$ 276.00

Total \$ 276.00

Kirby Gray

06 / 16 / 2025

ABC Home and Commercial Services

Terms & Conditions



A. PEST SERVICE SUBSCRIPTION. Please only initial next to the services you wish to have ABC perform. This is not an agreement for every service that is priced out, but ONLY for services the customer initials they would like to include in the agreement. This is an agreement between the customer and ABC Home and Commercial Services ("ABC"). This is a subscription service and will renew monthly. Customer must provide ABC a 30-day notice to cancel this subscription and settle any outstanding balance. If the customers renewal date falls within those 30 days, customer will be subject to their usual charge, or one month equivalent. Note that ABC does not provide refunds for prepaid or partial months of service. All services and guarantees will remain effective 30 days from customers notice.

B. CANCELLATION POLICY. Customer must provide ABC a 30-day notice to cancel this subscription and settle any outstanding balance. If the customers renewal date falls within those 30 days, customer will be subject to their usual charge, or one month equivalent. Note that ABC does not provide refunds for prepaid or partial months of service. Re-activation of account within 12 months of cancellation will be honored at agreed price on current contract, pending the initial contract, which may identify new issues that affect price.

C. TERMS OF PAYMENT/NON-PAYMENT. In consideration of the above service(s), the undersigned agrees to pay in a timely manner. The initial / first payment is due prior to service. A carrying charge of 1 1/2% Monthly (18% Annually) will be made on all accounts which are 90 days past due or the maximum rate permitted by law. In the event legal action is necessary to collect any amount due, ABC shall be entitled to recover from Customer all reasonable costs of collection, including reasonable attorneys' fees and expenses. In addition to any outstanding amount due ABC, removal of Baiting Stations for non-payment will be at the discretion of ABC.

D. TERMINATION. ABC's liability under this agreement will terminate and ABC will be excused from the performance of any and all obligations under this agreement should ABC be prevented or delayed from fulfilling its responsibilities under the terms of this agreement by reason or circumstances beyond its reasonable control, including, but not limited to, acts of war, whether declared or undeclared, acts of any duly constituted government authority, acts of terrorism, strikes, acts of God, or refusal of the Customer to allow access to the structure(s) for the purpose of re-inspecting or carrying out the terms and conditions of this agreement.

E. MISCELLANEOUS ITEMS. This agreement, together with attachment(s), including the diagram, if any, constitutes the entire agreement between the parties. No other representation or statements, whether oral or written, are binding upon the parties. If any of this agreement is held to be invalid or unenforceable for any reason, the remaining terms and conditions of this agreement will remain in full force and effect. The terms of this agreement (i) may not be modified, terminated, or waived except as expressly agreed in writing by both parties to be changed; and (ii) shall be governed by and construed in accordance with the laws of the State of Texas, State of Florida without giving effect to choice of law principles. All claims, including tort claims, arising directly or indirectly out of these terms and conditions or any services provided by ABC will be filed exclusively in the state or federal courts located in Harris County, Texas, Orange County, Florida.

F. MATERIALS. The materials used shall conform to Federal, State and Local ordinances. All work performed shall be in a safe manner, according to manufacturer instructions.

G. CUSTOMER COOPERATION. Customer's cooperation is important to ensure the most effective results from the ABC service performed. In the event customer must reschedule the service, Customer must notify ABC at least 72 hours prior to Customer's scheduled appointment. Customer warrants full cooperation with ABC during the term of this agreement.

H. ACCESSIBILITY. Please make sure animals are secured and access to the property/ gates are unlocked for service. If for any reason the animals are not secured, and/or the gates are locked, prohibiting access/ preventing service from being performed a full- service amount will be charged to the Customer.

I. CLAIM PROCESSING: If ABC damages Customer's property, the Customer will need to contact ABC within seventy-two (72) hours of the incident to make a claim. All claims must be in writing and either mailed, faxed or emailed to ABC. ABC will send out a representative to determine the liability and/or if repairs are needed. Once approved by ABC, and if ABC is liable, repairs will be made by an ABC representative, subject to the limitations herein. If the Customer and/or duly authorized agent chooses to repair damaged property, or fails to provide proper notification to ABC, then the Customer assumes all liability and financial responsibility for the said repair.

ABC Home and Commercial Services

Terms & Conditions



J. DAMAGE CAUSED BY TERMITES, RODENTS, OR INSECTS. Unless specified as a "Sentricon with Damage" Service Agreement, this agreement does not provide the Customer any right to compensation for damage, replacement, or repairs at any time necessitated by Termites. This agreement does not provide the Customer any right to compensation for damage, replacement, or repairs at any time necessitated by Rodents or any other insects or animals to the Customer's property. Should any walls need to be opened to remove dead rodents or inspect for termite damage, ABC is not responsible for repairs to these areas. There will be an additional charge to open walls and will be done with Customers approval.

K. LIMITATION OF WARRANTIES, REMEDIES, LIABILITY AND DAMAGES. In addition to the specific warranty provided, ABC warrants that all services and goods sold to Customer conform to the label description and the terms of this agreement at the time such services or goods are performed. ALL OTHER REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, CONCERNING THIS AGREEMENT OR THE GOODS OR SERVICES TO BE PROVIDED ARE HEREBY WAIVED AND EXPRESSLY EXCLUDED. NO ORAL OR WRITTEN STATEMENT OR REPRESENTATION BY ABC, ITS AGENTS, OR ITS EMPLOYEES SHALL CREATE OR EXPAND A WARRANTY OBLIGATION BEYOND ANY WARRANTY EXPRESSLY PROVIDED HERE. CUSTOMER'S SOLE AND EXCLUSIVE REMEDY AGAINST ABC FOR ANY COMPLAINT, CLAIM OR CAUSE OF ACTION IS TO REQUEST THAT ABC PROVIDE THE GOODS AND/OR SERVICES AGAIN, OR AT ABC'S DISCRETION, RETURN YOUR MONEY. Customer must notify ABC in writing of any complaint, claim or cause of action within 30 days after the date Customer becomes aware of, or should have become aware of same, and a failure to do so shall constitute an absolute and unconditional waiver and release of the same. ABC's total liability to Customer for any complaint, claim or cause of action shall be limited to two times the yearly payment due under this Agreement, and ABC shall have no liability to Customer for any claim for damages caused by Termites, Rodents or any other insects. ABC SHALL NOT BE LIABLE TO CUSTOMER FOR PUNITIVE, INDIRECT, CONSEQUENTIAL, SPECIAL, OR INCIDENTAL DAMAGES OR EXPENSES OF ANY NATURE OR KIND, INCLUDING, BUT NOT LIMITED TO, LOSS OF REVENUES, PROFITS OR INCOME, CROP OR PROPERTY DAMAGE, LABOR CHARGES AND/OR FREIGHT CHARGES.

N. CHEMICAL SENSITIVITY. If customer or other occupants of the structure(s), or adjacent buildings, believe they are or may be sensitive to pesticides or their odors, or if Customer or other occupants have consulted with medical doctor, or other healthcare provider, regarding such sensitivity, Customer must notify ABC in writing, in advance of treatment of the structure(s). ABC reserves the right, upon receipt of such notification, to deny or terminate service. Failure to provide such information, represents Customer's assumption of risk and waiver of any claims against ABC in connection with such sensitivity.

O. TRANSFERABILITY. This agreement is fully transferable upon transfer of ownership of the described structure(s). ABC will transfer the contract to a new purchaser provided the new purchaser signs a transfer addendum, as purchaser, and signs a graph showing the condition of the structure(s) at the time of said transfer.

REDUCED IMPACT SERVICE

In order to minimize the reliance on pesticides and reduce pest populations, a Reduced Impact Pest Control operator may recommend that you consider the sanitation or physical alteration of your work place or residence. It is your responsibility to follow those recommendations. Your pest control operator may or may not offer these services upon request. A proper inspection will provide the information necessary for you to choose the method of pest control which best suits your situation. Many pest problems can be solved without using pesticides. This reduced impact service will include an inspection report and treatment recommendations. You should review these and keep a copy for your records. Your cooperation in following the Pesticides made by your service provider is essential to a reduced impact service program. Pesticides may be used in a responsible and professional manner in a reduced impact pest control service. If you do not want a specific pesticide used or any pesticides used at all, you must note this in writing on the contract prior to the initiation of the service. If any specific pesticide or classes of pesticides are not excluded, it may be used by the provider. REQUIRED BY THE FDA STRUCTURAL PEST CONTROL SERVICES

July 27, 2023

Sent Via Email: DGREGERSON@GOANTEATER.COM

Dan Gregerson
ABC Pest Control Inc. of Austin
9475 E HWY 290
Austin, TX 78724

Welcome to BuyBoard!

Re: *Notice of The Local Government Purchasing Cooperative Contract Award*; Proposal Invitation No. 709-23, Pest Control Management Services

Congratulations, The Local Government Purchasing Cooperative (Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal Invitation. The contract is effective for an initial one-year term of September 1, 2023 through August 31, 2024, and may be subject to two possible one-year renewals. Please refer to the Proposal Invitation for the contract documents, including the General Terms and Conditions of the Contract.

To review the items your company has been awarded, please review Proposal Tabulation No. 709-23 at: www.buyboard.com/vendor. Only items marked as awarded to your company are included in this contract award, and only those awarded items may be sold through the BuyBoard contract. All sales must comply with the contract terms and must be at or below the awarded pricing as set forth in the General Terms and Conditions.

The contract will be posted on the BuyBoard website as an online electronic catalog(s). **You are reminded that, in accordance with the General Terms and Conditions, all purchase orders must be processed through the BuyBoard.** Except as expressly authorized in writing by the Cooperative's administrator, you are not authorized to process a purchase order received directly from a Cooperative member that has not been processed through the BuyBoard or provided to the Cooperative. If you receive a purchase order directly from a Cooperative member that you have reason to believe has not been received by the Cooperative or processed through the BuyBoard, you must promptly forward a copy of the purchase order by email to info@buyboard.com.

A list of Cooperative members is available on the buyboard.com website. Once the contract is active, the BuyBoard vendor relations staff will be contacting you to assist with the resources available and to provide any support you may need as an awarded BuyBoard vendor.

On behalf of the Cooperative, we appreciate your interest in the Cooperative and we are looking forward to your participation in the program. If you have any questions, feel free contact me at bids@buyboard.com.

Sincerely,



Leigh Clover, Bid Analyst
Texas Association of School Boards, Inc.,
Administrator for The Local Government Purchasing Cooperative



PROPOSER'S ACCEPTANCE AND AGREEMENT

Proposal Invitation Name Pest Control Management Services	Proposal Due Date/Opening Date and Time April 6, 2023, at 4:00 PM
Proposal Invitation Number 709-23	Location of Proposal Opening Texas Association of School Boards, Inc. BuyBoard Department 12007 Research Blvd. Austin, TX 78759
Contract Term September 1, 2023, through August 31, 2024, with two possible one-year renewals.	Anticipated Cooperative Board Meeting Date July 2023

By signature below, the undersigned acknowledges and agrees that you are authorized to submit this Proposal, including making all acknowledgements, consents, and certifications herein, on behalf of Proposer and, to the best of your knowledge, the information provided is true, accurate, and complete.

ABC PEST CONTROL OF AUSTIN

Name of Proposing Company

9475 E HWY 290

Street Address

AUSTIN, TX 78724

City, State, Zip

5128014032

Telephone Number of Authorized Company Official

5128379671

Fax Number of Authorized Company Official

MARCH 20 2023

Date

Signature of Authorized Company Official

DAN GREGERSON

Printed Name of Authorized Company Official

MANAGER - INPSECTOR - IPM CERTIFIED

Position or Title of Authorized Company Official

741773360

Federal ID Number

PROPOSAL FORMS PART 1: COMPLIANCE FORMS

INSTRUCTIONS:

Proposer must review and complete all forms in this Proposal Forms Part 1:

- Proposal Acknowledgements
- Felony Conviction Disclosure
- Resident/Nonresident Certification
- Debarment Certification
- Vendor Employment Certification
- No Boycott Verification
- No Excluded Nation or Foreign Terrorist Organization Certification
- Historically Underutilized Business Certification
- Acknowledgement of BuyBoard Technical Requirements
- Construction-Related Goods and Services Affirmation
- Deviation and Compliance
- Vendor Consent for Name Brand Use
- Confidential/Proprietary Information
- EDGAR Vendor Certification
- Compliance Forms Signature Page

An authorized representative of Proposer *must initial in the bottom right corner of each page* where indicated and complete and sign the Compliance Forms Signature Page. Proposer's failure to fully complete, initial, and sign forms as required may result in your Proposal being rejected as non-responsive.

PROPOSAL ACKNOWLEDGEMENTS

The proposing company ("you" or "your") hereby acknowledges and agrees as follows:

1. You have carefully examined and understand all information and documentation associated with this Proposal Invitation, including the Instructions to Proposers, General Information, General Terms and Conditions, attachments/forms, appendices, item specifications, and line items (collectively "Requirements");
2. By your response ("Proposal") to this Proposal Invitation, you propose to supply the products or services submitted at the pricing quoted in your Proposal and in strict compliance with the Requirements, unless specific deviations or exceptions are noted in the Proposal;
3. By your Proposal, you acknowledge and certify all items set forth in the General Terms and Conditions, Section B.12 (Certifications), including all non-collusion certifications and certifications regarding legal, ethical, and other matters set forth therein.
4. Any and all deviations and exceptions to the Requirements have been noted in your Proposal on the required form and no others will be claimed;

Initial: 

5. If the Cooperative accepts any part of your Proposal and awards you a Contract, you will furnish all awarded products or services at the pricing quoted and in strict compliance with the Requirements (unless specific deviations or exceptions are noted on the required form and accepted by the Cooperative), including without limitation the Requirements related to:
 - a. conducting business with Cooperative members, including offering pricing to members that is the best you offer compared to similarly situated customers in similar circumstances;
 - b. payment of a service fee in the amount specified and as provided for in this Proposal Invitation;
 - c. the **possible** award of a piggy-back contract by the National Purchasing Cooperative or nonprofit entity, in which event you will offer the awarded products and services in accordance with the Requirements; and
 - d. submitting price sheets or catalogs in the proper format as required by the Cooperative as a prerequisite to activation of your Contract;
6. You have clearly identified on the included form any information in your Proposal that you believe to be confidential or proprietary or that you do not consider to be public information subject to public disclosure under the Texas Public Information Act or similar public information law;
7. The individual submitting this Proposal is duly authorized to enter into the contractual relationship represented by this Proposal Invitation on your behalf and bind you to the Requirements, and such individual (and any individual signing a form or Proposal document) is authorized and has the requisite knowledge to provide the information and make the representations and certifications required in the Requirements;
8. You have carefully reviewed your Proposal, and certify that all information provided is true, complete, and accurate to the best of your knowledge, and you authorize the Cooperative to take such action as it deems appropriate to verify such information; and
9. Any misstatement, falsification, or omission in your Proposal, whenever or however discovered, will be grounds for disqualifying you from consideration for a contract award under this Proposal Invitation, termination of a contract award, or any other remedy or action provided for in the General Terms and Conditions or by law.

FELONY CONVICTION DISCLOSURE

Subsection (a) of Section 44.034 of the Texas Education Code (Notification of Criminal History of Contractor) states: "A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Section 44.034 further states in Subsection (b): "A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

Please check (✓) one of the following:

- ☐ My company is a publicly-held corporation. (Advance notice requirement does not apply to publicly-held corporation.)
- ☒ My company is not owned or operated by anyone who has been convicted of a felony.
- ☐ My company is owned/operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s): _____

Initial: DRB

RESIDENT / NONRESIDENT CERTIFICATION

Chapter 2252, Subchapter A, of the Texas Government Code establishes certain requirements applicable to proposers who are not Texas residents. Under the statute, a "resident" proposer is a person whose principal place of business is in Texas, including a contractor whose ultimate parent company or majority owner has its principal place of business in Texas. A "nonresident" proposer is a person who is not a Texas resident. Please indicate the status of your company as a "resident" proposer or a "nonresident" proposer under these definitions.

Please check (✓) one of the following:

- ☒ I certify that my company is a **Resident Proposer**.
☐ I certify that my company is a **Nonresident Proposer**.

If your company is a Nonresident Proposer, you must provide the following information for your resident state (the state in which your company's principal place of business is located):

_____ Company Name		_____ Address	
_____ City	_____ State	_____ Zip Code	

- A. Does your resident state require a proposer whose principal place of business is in Texas to under-price proposers whose resident state is the same as yours by a prescribed amount or percentage to receive a comparable contract?
☐ Yes ☐ No
- B. What is the prescribed amount or percentage? \$ _____ or _____ %

DEBARMENT CERTIFICATION

By signature on the Compliance Forms Signature Page, I certify that neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. Neither my company nor an owner or principal of my company is currently listed on the government-wide exclusions in SAM, debarred, suspended, or otherwise excluded by agencies or declared ineligible under any statutory or regulatory authority. My company agrees to immediately notify the Cooperative and all Cooperative members with pending purchases or seeking to purchase from my company if my company or an owner or principal is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under any statutory or regulatory authority.

VENDOR EMPLOYMENT CERTIFICATION

Section 44.031(b) of the Texas Education Code establishes certain criteria that a school district must consider when determining to whom to award a contract. Among the criteria for certain contracts is whether the vendor or the vendor's ultimate parent or majority owner (i) has its principal place of business in Texas; or (ii) employs at least 500 people in Texas. If neither your company nor the ultimate parent company or majority owner has its principal place of business in Texas, does your company, ultimate parent company, or majority owner employ at least 500 people in Texas?

Please check (✓) one of the following:

- ☒ Yes ☐ No

Initial: DR

NO BOYCOTT VERIFICATION

A Texas governmental entity may not enter into a contract with a value of \$100,000 or more that is to be paid wholly or partly from public funds with a company (excluding a sole proprietorship) that has 10 or more full-time employees for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel and will not boycott Israel during the term of the contract (TEX. GOV'T CODE Ch. 2271), (2) does not boycott energy companies and will not boycott energy companies during the term of the contract (TEX. GOV'T CODE Ch. 2274 effective September 1, 2021), and (3) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of the contract against a firearm entity or firearm trade association (TEX. GOV'T CODE Ch. 2274 effective September 1, 2021). Accordingly, this certification form is included to the extent required by law.

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. TEX. GOV'T CODE §808.001(1).

"Boycott energy company" means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by Paragraph (A). TEX. GOV'T CODE §809.001(1) (effective September 1, 2021).

"Discriminate against a firearm entity or firearm trade association" means, (A) with respect to the entity or association, to: (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; and (B) does not include: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company's refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity's or association's status as a firearm entity or firearm trade association. TEX. GOV'T CODE §2274.001(3) (effective September 1, 2021).

By signature on the Compliance Forms Signature Page, to the extent applicable, I certify and verify that Vendor does not boycott Israel, boycott energy companies, or discriminate against a firearm entity or firearm trade association and will not do so during the term of any contract awarded under this Proposal Invitation, that this certification is true, complete and accurate, and that I am authorized by my company to make this certification.

Initial: 



NO EXCLUDED NATION OR FOREIGN TERRORIST ORGANIZATION CERTIFICATION

Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

By signature on the Compliance Forms Signature Page, I certify and verify that Vendor is not on the Texas Comptroller's list identified above; that this certification is true, complete and accurate; and that I am authorized by my company to make this certification.

HISTORICALLY UNDERUTILIZED BUSINESS CERTIFICATION

A Proposer that has been certified as a Historically Underutilized Business (also known as a Minority/Women Business Enterprise or "MWBE" and all referred to in this form as a "HUB") is encouraged to indicate its HUB certification status when responding to this Proposal Invitation. The BuyBoard website will indicate HUB certifications for awarded Vendors that properly indicate and document their HUB certification on this form. *(Please check (✓) all that apply)*

- ☐ I certify that my company has been certified as a HUB in the following categories:
- | | |
|---|--|
| <input type="checkbox"/> Minority Owned Business | <input type="checkbox"/> Women Owned Business |
| <input type="checkbox"/> Service-Disabled Veteran Owned Business (veteran defined by 38 U.S.C. §101(2), who has a service-connected disability as defined by 38 U.S.C. § 101(16), and who has a disability rating of 20% or more as determined by the U. S. Department of Veterans Affairs or Department of Defense) | |

Certification Number: _____

Name of Certifying Agency: _____

- ☒ My company has **NOT** been certified as a HUB.

ACKNOWLEDGEMENT OF BUYBOARD TECHNICAL REQUIREMENTS

Vendor shall review the BuyBoard Technical Requirements included in this Proposal Invitation. By signature on the Compliance Forms Signature Page, the undersigned affirms that Proposer has obtained a copy of the BuyBoard Technical Requirements, has read and understands the requirements, and certifies that Vendor is able to meet and will comply with those requirements except as follows: *[List and explain BuyBoard Technical Requirements, if any, to which your company cannot or will not comply.]*

Note: In accordance with the General Terms and Conditions of the Contract, to the extent Vendor is awarded a Contract under this Proposal Invitation but is unable or unwilling to meet the applicable BuyBoard Technical Requirements, the information available on the BuyBoard for Vendor's awarded products or services may be limited, potentially placing Vendor at a disadvantage and impacting the ability of Cooperative members to search, find, review, and purchase Vendor's awarded products and services on the BuyBoard website. Further, to the extent Vendor has acknowledged ability to meet and comply with the BuyBoard Technical Requirements, any subsequent failure or refusal by Vendor to promptly provide information upon request to the Cooperative administrator in accordance with those technical requirements may be deemed an event of default under the Contract.

Initial:

CONSTRUCTION-RELATED GOODS AND SERVICES AFFIRMATION

The Cooperative issued the BuyBoard Procurement and Construction-Related Goods and Services Advisory for Texas Members ("Advisory"), which provides information specifically relevant to the procurement of construction-related goods and services by Texas Cooperative members. The Advisory, available at buyboard.com/Vendor/Resources.aspx, provides an overview of certain legal requirements that are potentially relevant to a Cooperative member's procurement of construction or construction-related goods and services, including those for projects that may involve or require architecture, engineering or independent testing services. A copy of the Advisory can also be provided upon request. Because many BuyBoard contracts include goods or installation services that might be considered construction-related, Proposer must make this Construction Related-Goods and Services Affirmation regardless of type of goods or services associated with this Proposal Invitation.

A contract awarded under this Proposal Invitation covers only the specific goods and/or services awarded by the Cooperative. As explained in the Advisory ("Advisory"), **Texas law prohibits the procurement of architecture or engineering services through a purchasing cooperative. This Proposal Invitation and any Contract awarded thereunder does not include such services. Architecture or engineering services must be procured by a Cooperative member separately, in accordance with the Professional Services Procurement Act (Chapter 2254 of the Texas Government Code) and other applicable law and local policy.**

By signature on the Compliance Forms Signature Page, Proposer affirms that Proposer has obtained a copy of the Advisory, has read and understands the Advisory, and is authorized by Proposer to make this affirmation. If Proposer sells construction-related goods or services to a Cooperative member under a Contract awarded under this Proposal Invitation, Proposer will comply with the Advisory and applicable legal requirements, make a good faith effort to make its Cooperative member customers or potential Cooperative member customers aware of such requirements, and provide a Cooperative member with a copy of the Advisory before accepting the member's Purchase Order or other agreement for construction-related goods or services.

Initial: DRB

DEVIATION AND COMPLIANCE

If your company intends to deviate from the General Terms and Conditions, Proposal Specifications or other requirements associated with this Proposal Invitation, you **MUST** list all such deviations on this form, and provide complete and detailed information regarding the deviations on this form or an attachment to this form. **Prior to completing this form, Vendor shall review the General Terms and Conditions section B.4 (Deviations from Item Specifications and General Terms and Conditions). Please note that, as provided in section B.4, certain provisions of the General Terms and Conditions are NOT subject to deviation, and certain deviations will be deemed rejected without further action by the Cooperative. Any attempted deviation, whether directly or indirectly, to provisions identified in this Proposal Invitation as not subject to deviation shall be deemed rejected by the Cooperative and, unless otherwise withdrawn by Vendor, may result in Vendor's Proposal being rejected in its entirety.**

The Cooperative will consider any deviations in its contract award decision and reserves the right to accept or reject a proposal based upon any submitted deviation.

In the absence of any deviation identified and described in accordance with the above, your company must fully comply with the General Terms and Conditions, Proposal Specifications and all other requirements associated with this Proposal Invitation if awarded a Contract under this Proposal Invitation. A deviation will not be effective unless accepted by the Cooperative. The Cooperative, by and through the Cooperative administrator, may, in its sole discretion, seek clarification from and/or communicate with Proposer(s) regarding any submitted deviation, consistent with general procurement principles of fair competition. The Cooperative reserves the right to accept or reject a Proposal based upon any submitted deviation.

Please check (✓) one of the following:

- ☒ **No;** Deviations
☐ **Yes;** Deviations

List and fully explain any deviations you are submitting:

Initial: D/26



VENDOR CONSENT FOR NAME BRAND USE

BuyBoard members seeking to make purchases using a Contract awarded under this Proposal Invitation may view information regarding awarded Vendors, including but not limited to product catalogs, pricelists, pricing, and Proposals, through the BuyBoard website. To improve and enhance the experience of BuyBoard members seeking to procure goods and services under the Contract utilizing the BuyBoard website, any Vendor logo, product images, and similar brand and trademark information provided by Vendor for purposes of the Contract ("Vendor Information") may be posted on the BuyBoard website.

You acknowledge that, by submitting your Proposal, unless you specifically opt out below, you consent to use of your company's Vendor Information on the BuyBoard website if awarded a Contract. You further acknowledge that whether, where, and when to include the Vendor Information on the BuyBoard website shall be at the sole discretion of the BuyBoard Administrator. Vendor retains, however, the right of general quality control over the BuyBoard Administrator's authorized display of proprietary Vendor Information. Neither the BuyBoard nor its administrator will be responsible for the use or distribution of Vendor Information by BuyBoard members or any other third party using the BuyBoard website. This Vendor Consent shall be effective for the full term of the Contract, including renewals, unless Vendor provides a signed, written notice revoking consent to contractadmin@buyboard.com. BuyBoard shall have up to thirty days from the date of receipt of a termination or revocation of a Vendor Consent to remove Vendor information from the BuyBoard website.

This Vendor Consent is subject to the Terms and Conditions of the Contract, including, but not limited to, those terms pertaining to Disclaimer of Warranty and Limitation of Liability, Indemnification, and Intellectual Property Infringement.

Vendor logo files must be submitted in one of the formats set forth in the BuyBoard Technical Requirements. Proposers are requested to submit this information with Vendor's Proposal. (This consent shall not authorize use of your company's Vendor Information by BuyBoard if your company is not awarded a Contract.)

OPT OUT:

If your company wishes to opt out of the Vendor Consent for Name Brand Use, you must check the opt out box below.
DO NOT select this box unless your company is opting out of this Vendor Consent for Name Brand Use.

☐ By checking this box, Vendor hereby declines to provide consent for use of Vendor Information (as defined herein) on the BuyBoard website. **By opting out, Vendor acknowledges and agrees that, if Vendor is awarded a Contract under this Proposal Invitation, information available on the BuyBoard for Vendor's awarded products or services may be limited, potentially placing Vendor at a disadvantage and impacting the ability of Cooperative members to search, find, review, and purchase Vendor's awarded products and services on the BuyBoard website.**

Initial: DRB

CONFIDENTIAL/PROPRIETARY INFORMATION

A. Public Disclosure Laws

All Proposals, forms, documentation, catalogs, pricelists, or other materials submitted by Vendor to the Cooperative in response to this Proposal Invitation, may be subject to the disclosure requirements of the Texas Public Information Act (Texas Government Code chapter 552.001, *et. seq.*) or similar disclosure law. Proposer must clearly identify on this form any information in its Proposal (including forms, documentation, or other materials submitted with the Proposal) that Proposer considers proprietary or confidential. If Proposer fails to properly identify the information, the Cooperative shall have no obligation to notify Vendor or seek protection of such information from public disclosure should a member of the public or other third party request access to the information under the Texas Public Information Act or similar disclosure law. When required by the Texas Public Information Act or other disclosure law, Proposer may be notified of any third-party request for information in a Proposal that Proposer has identified in this form as proprietary or confidential.

Does your Proposal (including forms, documentation, catalogs, pricelists, or other materials submitted with the Proposal) contain information which Vendor considers proprietary or confidential?

Please check (✓) one of the following:

☒

NO, I certify that none of the information included with this Proposal is considered confidential or proprietary.

☐

YES, I certify that this Proposal contains information considered confidential or proprietary and all such information is specifically identified on this form.

If you responded "YES", you must clearly identify below the specific information you consider confidential or proprietary. List each page number, form number, or other information sufficient to make the information readily identifiable. The Cooperative and Cooperative administrator shall not be responsible for a Proposer's failure to clearly identify information considered confidential or proprietary. Further, by submitting a Proposal, Proposer acknowledges that the Cooperative and Cooperative administrator will disclose information when required by law, even if such information has been identified herein as information Vendor considers confidential or proprietary.

Confidential / Proprietary Information:

(Attach additional sheets if needed.)

Initial: DRB

B. Copyright Information

Does your Proposal (including forms, documentation, pricelists, catalogs, or other materials submitted with the Proposal) contain copyright information?

Please check (✓) one of the following:

☒

NO, Proposal (including forms, documentation, pricelists, catalogs, or other materials submitted with the Proposal) does not contain copyright information.

☐

YES, Proposal (including forms, documentation, pricelists, catalogs, or other materials submitted with the Proposal) does contain copyright information.

If you responded "YES", clearly identify below the specific documents or pages containing copyright information.

Copyright Information: _____

(Attach additional sheets if needed.)

C. Consent to Release Confidential/Proprietary/Copyright Information to BuyBoard Members

BuyBoard members (Cooperative and nonprofit members) seeking to make purchases through the BuyBoard may wish to view information included in the Proposals of awarded Vendors. If you identified information on this form as confidential, proprietary, or subject to copyright, and you are awarded a BuyBoard contract, your acceptance of the BuyBoard contract award constitutes your consent to the disclosure of such information to BuyBoard members, including posting of such information on the secure BuyBoard website for members. Note: Neither the Cooperative nor Cooperative administrator will be responsible for the use or distribution of information by BuyBoard members or any other party.

D. Consent to Release Proposal Tabulation

Notwithstanding anything in this Confidential/Proprietary Information form to the contrary, by submitting a Proposal, Vendor consents and agrees that, upon Contract award, the Cooperative may publicly release, including posting on the public BuyBoard website, a copy of the proposal tabulation and award information for the Contract including Vendor name; proposed catalog/pricelist name(s); proposed percentage discount(s), hourly labor rate(s), or other specified pricing; and Vendor award or non-award information.

Initial: DRB

EDGAR VENDOR CERTIFICATION (2 CFR Part 200 and Appendix II)

When a Cooperative member seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or new "EDGAR"). All Vendors submitting a Proposal must complete this EDGAR Certification Form regarding Vendor's willingness and ability to comply with certain requirements which *may* be applicable to specific Cooperative member purchases using federal grant funds. Completed forms will be made available to Cooperative members for their use while considering their purchasing options when using federal grant funds. Cooperative members may also require Vendors to enter into ancillary agreements, in addition to the terms and conditions of the BuyBoard contract, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For each of the items below, Vendor should certify Vendor's agreement and ability to comply, where applicable, by having Vendor's authorized representative check the applicable boxes, initial each page, and sign the Compliance Forms Signature Page. If you fail to complete any item in this form, the Cooperative will consider and may list the Vendor's response on the BuyBoard as "NO," the Vendor is unable or unwilling to comply. A "NO" response to any of the items may, if applicable, impact the ability of a Cooperative member to purchase from the Vendor using federal funds.

1. Vendor Violation or Breach of Contract Terms:

Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Provisions regarding Vendor default are included in the BuyBoard General Terms and Conditions, including Section E.18, Remedies for Default and Termination of Contract. Any Contract award will be subject to such BuyBoard General Terms and Conditions, as well as any additional terms and conditions in any Purchase Order or Cooperative member ancillary contract agreed upon by Vendor and the Cooperative member which must be consistent with and protect the Cooperative member at least to the same extent as the BuyBoard Terms and Conditions. The remedies under the Contract are in addition to any other remedies that may be available under law or in equity. By submitting a Proposal, you agree to these Vendor violation and breach of contract terms.



YES, I agree.



NO, I do not agree.

2. Termination for Cause or Convenience:

For any Cooperative member purchase or contract in excess of \$10,000 made using federal funds, you agree that the following term and condition shall apply:

The Cooperative member may terminate or cancel any Purchase Order under this Contract at any time, with or without cause, by providing seven (7) business days advance written notice to the Vendor. If this Agreement is terminated in accordance with this Paragraph, the Cooperative member shall only be required to pay Vendor for goods or services delivered to the Cooperative member prior to the termination and not otherwise returned in accordance with Vendor's return policy. If the Cooperative member has paid Vendor for goods or services not yet provided as of the date of termination, Vendor shall immediately refund such payment(s).

If an alternate provision for termination of a Cooperative member purchase for cause and convenience, including the manner by which it will be effected and the basis for settlement, is included in the Cooperative member's Purchase Order or ancillary agreement agreed to by the Vendor, the Cooperative member's provision shall control.



YES, I agree.



NO, I do not agree.

Initial: DRG



COMPLIANCE FORMS SIGNATURE PAGE

By initialing pages and by signature below, I certify that I have reviewed the following forms; that the information provided therein is true, complete, and accurate; and that I am authorized by my company to make all certifications, consents, acknowledgements, and agreements contained herein:

- Proposal Acknowledgements
- Felony Conviction Disclosure
- Debarment Certification
- Resident/Nonresident Certification
- Vendor Employment Certification
- No Boycott Verification
- No Excluded Nation or Foreign Terrorist Organization Certification
- Historically Underutilized Business Certification
- Construction-Related Goods and Services Affirmation
- Acknowledgement of BuyBoard Technical Requirements
- Deviation and Compliance
- Vendor Consent for Name Brand Use
- Confidential/Proprietary Information
- EDGAR Vendor Certification

ABC PEST CONTROL INC OF AUSTIN

Company Name

Signature of Authorized Company Official

DAN GREGERSON

Printed Name and Title

MANAGER - INSPECTOR - IPM COORDINATOR

Date

3. Equal Employment Opportunity:

Except as otherwise provided under 41 CFR Part 60, all Cooperative member purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Vendor agrees that such provision applies to any Cooperative member purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and Vendor agrees that it shall comply with such provision.

☒ **YES**, I agree.

☐ **NO**, I do not agree.

4. Davis-Bacon Act:

When required by Federal program legislation, Vendor agrees that, for all Cooperative member prime construction contracts/purchases in excess of \$2,000, Vendor shall comply with the Davis-Bacon Act (40 USC 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, Vendor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, Vendor shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at beta.sam.gov. Vendor agrees that, for any purchase to which this requirement applies, the award of the purchase to the Vendor is conditioned upon Vendor's acceptance of the wage determination.

Vendor further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

☒ **YES**, I agree.

☐ **NO**, I do not agree.

5. Contract Work Hours and Safety Standards Act:

Where applicable, for all Cooperative member contracts or purchases in excess of \$100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week.

The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

☒ **YES**, I agree.

☐ **NO**, I do not agree.

Initial: DRB

6. Right to Inventions Made Under a Contract or Agreement:

If the Cooperative member's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Vendor agrees to comply with the above requirements when applicable.

☒ **YES**, I agree.

☐ **NO**, I do not agree.

7. Clean Air Act and Federal Water Pollution Control Act:

Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended – Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

☒ **YES**, I agree.

☐ **NO**, I do not agree.

8. Debarment and Suspension:

Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Vendor certifies that Vendor is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor further agrees to immediately notify the Cooperative and all Cooperative members with pending purchases or seeking to purchase from Vendor if Vendor is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

☒ **YES**, I agree.

☐ **NO**, I do not agree.

9. Byrd Anti-Lobbying Amendment:

Byrd Anti-Lobbying Amendment (31 USC 1352) - Vendors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, Vendor agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

☒ **YES**, I agree.

☐ **NO**, I do not agree.

Initial: DRB

10. Procurement of Recovered Materials:

For Cooperative member purchases utilizing Federal funds, Vendor agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a Cooperative member may require to confirm estimates and otherwise comply. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

☒ **YES**, I agree. ☐ **NO**, I do not agree.

11. Domestic Preferences for Procurements:

Where appropriate and consistent with law, 2 CFR §200.322 contains certain considerations for domestic preferences for procurements which may be applicable to Cooperative members using federal funds. When required by a Cooperative member, Vendor agrees to provide such information or certification as may reasonably be requested by the Cooperative member regarding Vendor's products, including whether goods, products, or materials are produced in the United States.

☒ **YES**, I agree. ☐ **NO**, I do not agree.

12. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment

2 CFR §200.216 prohibits expending federal loan or grant funds to procure or obtain certain telecommunications and video surveillance services or equipment. To the extent applicable and when required by a Cooperative member, Vendor agrees to provide such information or certification as may reasonably be requested by the Cooperative member to confirm whether any telecommunications or video surveillance services or equipment provided by Vendor is covered equipment or covered services under 2 CFR §200.216.

☒ **YES**, I agree. ☐ **NO**, I do not agree.

13. Profit as a Separate Element of Price:

For purchases using federal funds in excess of the Simplified Acquisition Threshold, a Cooperative member may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.324(b). When required by a Cooperative member, Vendor agrees to provide information and negotiate with the Cooperative member regarding profit as a separate element of the price for a particular purchase. However, Vendor agrees that the total price, including profit, charged by Vendor to the Cooperative member shall not exceed the awarded pricing, including any applicable discount, under Vendor's Cooperative Contract.

☒ **YES**, I agree. ☐ **NO**, I do not agree.

14. General Compliance and Cooperation with Cooperative Members:

In addition to the foregoing specific requirements, Vendor agrees, in accepting any Purchase Order from a Cooperative member, it shall make a good faith effort to work with Cooperative members to provide such information and to satisfy such requirements as may apply to a particular Cooperative member purchase or purchases including, but not limited to, applicable recordkeeping and record retention requirements.

☒ **YES**, I agree. ☐ **NO**, I do not agree.

Initial: DRG



COMPLIANCE FORMS SIGNATURE PAGE

By initialing pages and by signature below, I certify that I have reviewed the following forms; that the information provided therein is true, complete, and accurate; and that I am authorized by my company to make all certifications, consents, acknowledgements, and agreements contained herein:

- Proposal Acknowledgements
- Felony Conviction Disclosure
- Debarment Certification
- Resident/Nonresident Certification
- Vendor Employment Certification
- No Boycott Verification
- No Excluded Nation or Foreign Terrorist Organization Certification
- Historically Underutilized Business Certification
- Construction-Related Goods and Services Affirmation
- Acknowledgement of BuyBoard Technical Requirements
- Deviation and Compliance
- Vendor Consent for Name Brand Use
- Confidential/Proprietary Information
- EDGAR Vendor Certification

ABC PEST CONTROL INC OF AUSTIN

Company Name

Signature of Authorized Company Official

DAN GREGERSON

Printed Name and Title

MANAGER - INSPECTOR - IPM COORDINATOR

Date



COMPLIANCE FORMS SIGNATURE PAGE

By initialing pages and by signature below, I certify that I have reviewed the following forms; that the information provided therein is true, complete, and accurate; and that I am authorized by my company to make all certifications, consents, acknowledgements, and agreements contained herein:

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ABC PEST CONTROL INC OF AUSTIN

Company Name

Signature of Authorized Company Official

DAN GREGERSON

Printed Name and Title

MANAGER - INSPECTOR - IPM COORDINATOR

Date

PROPOSAL FORMS PART 2: VENDOR INFORMATION FORMS

INSTRUCTIONS:

Proposer must completely and accurately provide all information requested in the following Vendor Information Forms or your Proposal may be rejected as non-responsive:

- Vendor Business Name
- Vendor Contact Information
- Federal and State/Purchasing Cooperative Experience
- Governmental References
- Company Profile
- Texas Regional Service Designation
- State Service Designation
- National Purchasing Cooperative Vendor Award Agreement *(Vendors serving outside Texas only)*
- Local/Authorized Seller Listings
- Manufacturer Dealer Designation
- Proposal Invitation Questionnaire
- Vendor Request to Self-Report BuyBoard Purchases *(Optional)*

To the extent any information requested is not applicable to your company, you must so indicate on the form.

VENDOR BUSINESS NAME

By submitting a Proposal, Vendor is seeking to enter into a legal contract with the Cooperative. As such, Vendor must be an individual or legal business entity capable of entering into a binding contract.

Name of Proposing Company:

ABC PEST CONTROL INC OF AUSTIN

(List the legal name of the company seeking to contract with the Cooperative. Do NOT list an assumed name, dba, aka, etc. here. Such information may be provided below. If you are submitting a joint proposal with another entity to provide the same proposed goods or services, each submitting entity should complete a separate vendor information form. Separately operating legal business entities, even if affiliated entities, which propose to provide goods or services separately must submit their own Proposals.)

Please check (✓) one of the following:

Type of Business: ☐ Individual/Sole Proprietor ☒ Corporation ☐ Limited Liability Company ☐ Partnership
 ☐ Other (Specify: _____)

State of Incorporation (if applicable): **TEXAS**

Federal Employer Identification Number: **741773360**
(Vendor must include a completed IRS W-9 form with their Proposal)

Name by which Vendor, if awarded, wishes to be identified on the BuyBoard: *(Note: If different than the Name of Proposing Company listed above, only valid trade names (dba, aka, etc.) of the Proposing Company may be used and a copy of your Assumed Name Certificate(s), if applicable, must be attached.)*

ABC HOME AND COMMERCIAL SERVICES OF AUSTIN

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
ABC PEST CONTROL INC., OF AUSTIN

2 Business name/disregarded entity name, if different from above
ABC HOME & COMMERCIAL SERVICES

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
9475 E HIGHWAY 290

6 City, state, and ZIP code
AUSTIN, TX 78724

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-					
--	--	--	---	--	--	---	--	--	--	--	--

or

Employer identification number

7	4	-	1	7	7	3	3	6	0
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ► *Cristina Wiley*

Date ► **01/01/2023**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

VENDOR CONTACT INFORMATION

Vendor shall provide the requested Vendor Contact Information in the electronic proposal submission system including contract, purchase order, RFQ, and invoice contacts (or, if submitting a hard copy Proposal, timely request and complete the Vendor Contact Information form in accordance with the Instructions to Proposers).

FEDERAL AND STATE/PURCHASING COOPERATIVE EXPERIENCE

The Cooperative strives to provide Cooperative members with the best services and products at the best prices available from Vendors with the technical resources and ability to serve Cooperative members. Please respond to the following questions.

1. Provide the dollar value of sales to or through purchasing cooperatives at or based on an established catalog or market price during the previous 12-month period or the last fiscal year: \$15,000.00. (The period of the 12-month period is NOV 2022 / NOV 2023). In the event that a dollar value is not an appropriate measure of the sales, provide and describe your own measure of the sales of the item(s).
2. By submitting a proposal, you agree that, based on your written discounting policies, the discounts you offer the Cooperative are equal to or better than the best price you offer other purchasing cooperatives for the same items under equivalent circumstances.
3. Provide the information requested below for other purchasing cooperatives for which Proposer currently serves, or in the past has served, as an awarded vendor. Rows should be added to accommodate as many purchasing cooperatives as required.

PURCHASING GROUP	CURRENT VENDOR? (Y/N)	FORMER VENDOR (Y/N)? – IF YES, LIST YEARS AS VENDOR	AWARDED COMMODITY CATEGORY(IES)
1. Federal General Services Administration	N		
2. T-PASS (State of Texas)	N		
3. OMNIA Partners	N		
4. Sourcewell (NJPA)	N		
5. E&I Cooperative	N		
6. Houston-Galveston Area Council (HGAC)	N		
7. Choice Partners	N		
8. The Interlocal Purchasing System (TIPS)	Y	13	0623-20
9. Other			

☐ MY COMPANY DOES NOT CURRENTLY HAVE ANY OF THE ABOVE OR SIMILAR TYPE CONTRACTS.

CURRENT BUYBOARD VENDORS

If you are a current BuyBoard vendor in the same contract category as proposed in this Proposal Invitation, indicate the discount for your current BuyBoard contract and the proposed discount in this Proposal. Explain any difference between your current and proposed discounts.

Current Discount (%): N/A

Proposed Discount (%): N/A

Explanation: _____

GOVERNMENTAL REFERENCES

For your Proposal to be considered, you must supply a minimum of five (5) individual governmental entity references. The Cooperative may contact any and all references provided as part of the Proposal evaluation. Provide the information requested below, including the existing pricing/discounts you offer each customer. The Cooperative may determine whether pricing/discounts are fair and reasonable by comparing pricing/discounts stated in your Proposal with the pricing/discounts you offer other governmental customers. Attach additional pages if necessary.

	Quantity/ Entity Name	Contact	Phone#	Email Address	Discount	Volume
1.	AUSTIN COMMUNITY COLLEGE - ANTHONY OWENS	(512) 223-1127	aowens@austincc.edu	N/A	N/A	
2.	TEXAS STATE PRESERVATION BOARD	JOE MEDINA	512-463-5495	JOE.MEDINA@TSPB.STATE.TX.US	N/A	N/A
3.	ROUND ROCK ISD - DAVID GORDON	IPM COORDINATOR	512-464-8365	david_gordon@roundrockisd.org	N/A	N/A
4.	HUTTO ISD - EMILY CAMPBELL	512-759-3771 EXT 1024	EMILY.CAMPBELL@HUTTOISD.NET	N/A	N/A	
5.	BAE SYSTEMS - ROBERT MARTIN	512-499-6916	ROBERT.J.MARTIN@BAESYSTEMS.COM	N/A	N/A	

Do you ever modify your written policies or standard governmental sales practices as identified in the above chart to give better discounts (lower pricing) than indicated? YES ☐ NO ☒ If YES, please explain:

COMPANY PROFILE

Information on awarded Cooperative Contracts is available to Cooperative Members on the BuyBoard website. If your company is awarded a Contract under this Proposal Invitation, please provide a brief company description that you would like to have included with your company profile on the BuyBoard website. **Submit your company profile in a separate file, in Word format, with your Proposal.** (Note: Vendor is solely responsible for any content provided for inclusion on the BuyBoard website. The Cooperative reserves the right to exclude or remove any content in its sole discretion, with or without prior notice, including but not limited to any content deemed by the Cooperative to be inappropriate, irrelevant to the Contract, inaccurate, or misleading.)

Our History & Mission

ABC has been a local institution since 1949. The company began just providing pest control and has since branched into just about every home care service imaginable. From pest control, to lawn and landscaping work, or AC and plumbing service, ABC has the training and know-how to handle your home or business. With a diverse staff that includes licensed entomologists, electricians, AC technicians, pool & spa repair experts, plumbers and more, you can count on ABC for all your service needs.

What makes ABC unique? We're family-owned, community-focused, and employee-driven. The quality of service our customers have come to expect is entirely due to the dedication of our employees.

Our Purpose

To enhance the quality of life of our customers by making their environment healthier, safer, more comfortable and more enjoyable.

Brand Promise

Brand Promise for Employees

To provide a fun, stable and challenging environment for employees to learn, grow and support their families.

Our Brand Promise for Customers

We promise to care for your home or business like it is our own by providing highly trained, friendly service specialists at your doorstep each and every time. We promise to be here tomorrow to back up what we do and say today.

Meet Bobby



Bobby Jenkins is the owner of ABC Home & Commercial Services, which now has offices in the Austin, San Antonio, College Station, Bell County and Corpus Christi metropolitan areas. ABC employs over 900 people and offers a wide variety of services, including pest and termite control, lawn service, landscaping, irrigation, tree trimming, air conditioning & heating, plumbing and electrical, pool & spa service, handyman services, window cleaning & power washing, and appliance repair. Bobby is a 1981 graduate of Texas A&M University with a degree in business management.

Bobby is a past chair of the Austin Chamber of Commerce and past chair of the Texas Higher Education Coordinating Board. He is a past president of both the Texas and National Pest Management Associations and a past chair of the Better Business Bureau, Citizens Against Lawsuit Abuse and the Alzheimer's Association. Bobby currently serves on the Agricultural Development Council, Mays Business School Development Council and the board of The Former Students Association at Texas A&M University. He is a past chair for Caritas of Austin and has served as a tri-chair for the bond oversight committee with AISD.

He is the past chair and current board member of the American Heart Association and has served as the co-chair for the Heart Walk, the organization's biggest annual fundraiser to raise awareness about this country's No. 1 and No. 5 killers – heart disease and stroke. Bobby is a past co-chair for the United Way Annual Campaign and current United Way board member. He is the co-founder and board member of Recognize Good and past chair and current board member of Austin Gives. Additionally, he has

served as a trustee for the College For All Texans Foundation and the Better Business Bureau Education Foundation. He also serves on the executive committee of the Texas Business Leadership Council and is the chairman of the Professional Pest Management Alliance.

Bobby is married to his wife Jan, and they have three children, Jessica, Chelsea, and Bo, and three grandchildren, Madeline, Frances and Robby.

ABC has been a local institution since 1949. The company began only providing pest control and has since branched into just about every home care service imaginable. We have offices all over Texas with key central offices in Austin, San Antonio, Bryan/College Station, Corpus Christi, and Bell County.

From sporting events to Habitat for Humanity, ABC takes immense pride in its employee volunteers.

Our Charity Partners



ABC Kite Festival

We're proud to help support the long-time Austin tradition of the annual Zilker Park Kite Festival. Every year, we partner with the City of Austin and Exchange Club of Austin to raise money for Communities in Schools and support non-profit organizations in Central Texas engaged in the prevention of child abuse.

[Learn More](#)



Moss Pieratt Foundation

A little more than a year after the death of John “Moss” Pieratt, Jr., the Pieratt and Jenkins families jointly decided to start a foundation that would honor the cherished life of Moss, raise funds and awareness to find a cause or cure for the sudden unexplained death in children over the age of 12 months (“SUDC”) and provide a civic benefit to the citizens of Austin. Drawing on Moss’s love of others and music, the families decided that a children’s concert would be the perfect memorial to Moss and embodiment of his spirit and started MossFest in 2016 as a pre-cursor to the ABC Zilker Kite Festival, a long-standing Austin tradition with family ties.



Austin Heart Association

The American Heart Association is the largest voluntary health organization dedicated to defeating heart disease, stroke and other cardiovascular diseases. Its mission is to build healthier lives, free of cardiovascular diseases and stroke — the nation's No.1 and No.5 killers. ABC supports this organization and participates in the Austin Heart Walk annually.



Austin Gives

Austin Gives is all about recognition and celebration of business philanthropy. Its is for Austin to become the most philanthropic city, from business giving, in the world.



Communities in Schools of Central Texas

Communities In Schools of Central Texas is a dropout prevention program that surrounds students with a community of support, empowering them to stay in school and achieve in life.



United Way Austin

United Way for Greater Austin is a local nonprofit providing resources to low-income individuals and families since 1924. As one of the largest and most successful Austin organizations, United Way has access to extensive resources in the community.

TEXAS REGIONAL SERVICE DESIGNATION

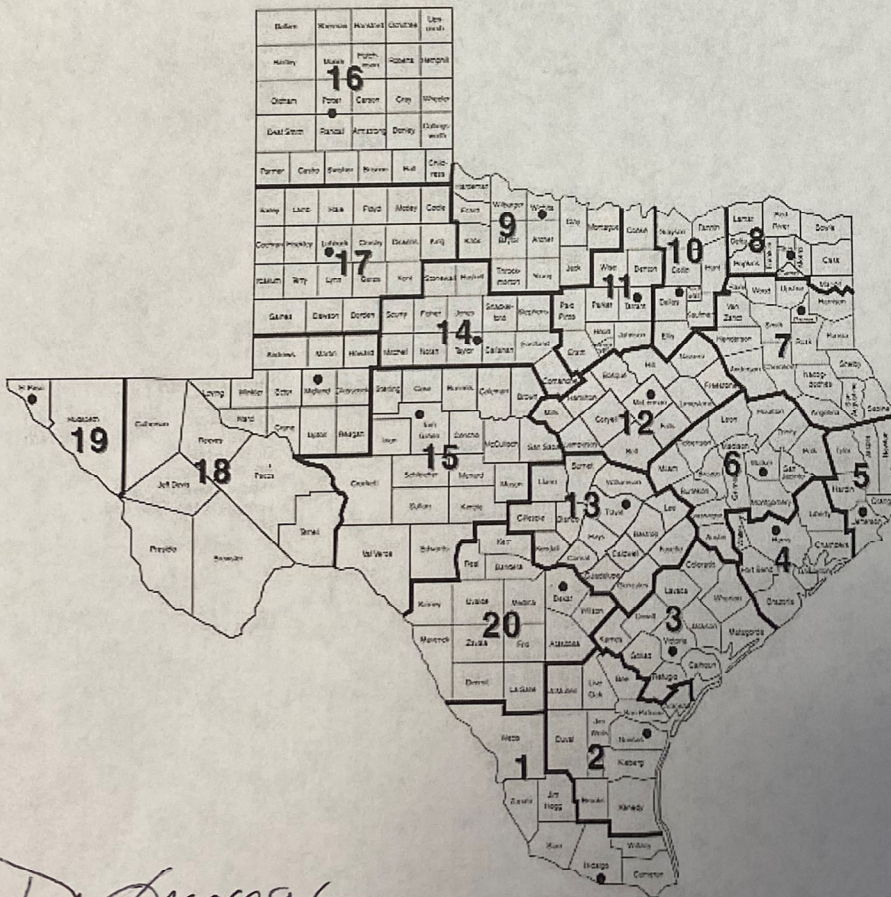
This form must be completed in the electronic proposal submission system (or, if submitting a hard copy Proposal, timely request and complete the form in accordance with the Instructions to Proposers).

The Cooperative (referred to as "Texas Cooperative" in this form and in the State Service Designation form) offers vendors the opportunity to service its members throughout the entire State of Texas. In the electronic proposal submission system, you must indicate if you will service Texas Cooperative members statewide or, if you do not plan to service all Texas Cooperative members statewide, you **must** indicate the specific regions you will service. If you propose to serve different regions for different products or services included in your Proposal, you must complete and submit a separate Texas Regional Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. **(Additional forms can be obtained by contacting bids@buyboard.com at least five (5) business days prior to the Proposal Due Date.) By designating a region or regions, you are certifying that you are authorized and willing to provide the proposed products and services in those regions. Designating regions in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.** Additionally, if you do not plan to service Texas Cooperative members (i.e., if you will service only states other than Texas), you must so indicate on the form in the electronic proposal submission system.

Regional Education Service Centers

Region and Headquarters

- ① Edinburg
- ② Corpus Christi
- ③ Victoria
- ④ Houston
- ⑤ Beaumont
- ⑥ Huntsville
- ⑦ Kilgore
- ⑧ Mount Pleasant
- ⑨ Wichita Falls
- ⑩ Richardson
- ⑪ Fort Worth
- ⑫ Waco
- ⑬ Austin
- ⑭ Abilene
- ⑮ San Angelo
- ⑯ Amarillo
- ⑰ Lubbock
- ⑱ Midland
- ⑲ El Paso
- ⑳ San Antonio



David Gregerson

John Arnold

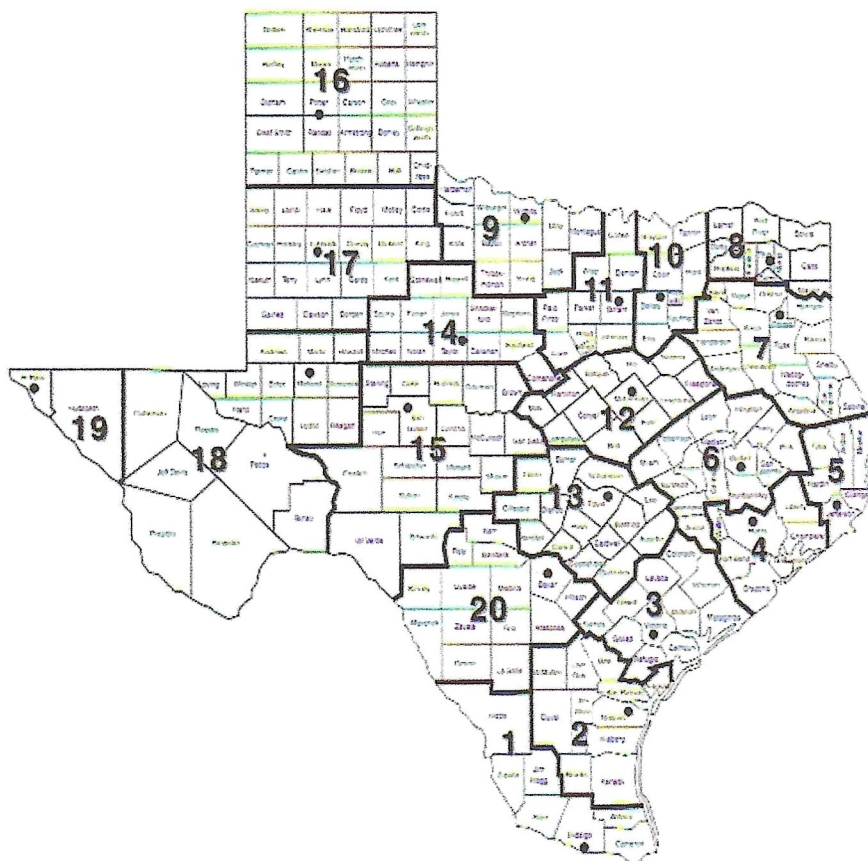
10-21-24

TEXAS REGIONAL SERVICE DESIGNATION

This form must be completed in the electronic proposal submission system (or, if submitting a hard copy Proposal, timely request and complete the form in accordance with the Instructions to Proposers).

The Cooperative (referred to as "Texas Cooperative" in this form and in the State Service Designation form) offers vendors the opportunity to service its members throughout the entire State of Texas. In the electronic proposal submission system, you must indicate if you will service Texas Cooperative members statewide or, if you do not plan to service all Texas Cooperative members statewide, you ***must*** indicate the specific regions you will service. If you propose to serve different regions for different products or services included in your Proposal, you must complete and submit a separate Texas Regional Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. **(Additional forms can be obtained by contacting bids@buyboard.com at least five (5) business days prior to the Proposal Due Date.) By designating a region or regions, you are certifying that you are authorized and willing to provide the proposed products and services in those regions. Designating regions in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.** Additionally, if you do not plan to service Texas Cooperative members (i.e., if you will service only states other than Texas), you must so indicate on the form in the electronic proposal submission system.

Regional Education Service Centers



Region and Headquarters

- ① Edinburg
- ② Corpus Christi
- 3 Victoria
- 4 Houston
- 5 Beaumont
- 6 Huntsville
- 7 Kilgore
- 8 Mount Pleasant
- 9 Wichita Falls
- 10 Richardson
- 11 Fort Worth
- ⑫ Waco
- ⑬ Austin
- 14 Abilene
- 15 San Angelo
- 16 Amarillo
- 17 Lubbock
- 18 Midland
- 19 El Paso
- ⑳ San Antonio

STATE SERVICE DESIGNATION

This form must be completed in the electronic proposal submission system (or, if submitting a hard copy Proposal, timely request and complete the in accordance with the Instructions to Proposers).

As set forth in the Proposal Invitation, it is the Cooperative's intent that other governmental entities in the United States have the opportunity to purchase goods or services awarded under the Contract, subject to applicable state law, through a piggy-back award or similar agreement through the National Purchasing Cooperative BuyBoard. If you plan to service the entire United States or only specific states, *you must complete the State Service Designation information in the electronic proposal submission system. (Note: If you plan to service Texas Cooperative members, be sure that you complete the Texas Regional Service Designation form.) In addition to this form, to be considered for a piggy-back award by the National Purchasing Cooperative, you must have an authorized representative sign the National Purchasing Cooperative Vendor Award Agreement that follows this page.*

If you serve different states for different products or services included in your Proposal, you must complete and submit a separate State Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. **(Additional forms can be obtained by contacting bids@buyboard.com at least five (5) business days prior to the Proposal Due Date.) By designating a state or states, you are certifying that you are authorized and willing to provide the proposed products and services in those states. Designating states in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.**

- ☐ I will service all states in the United States.
- ☒ I will not service all states in the United States.

Alabama
Alaska
Arizona
Arkansas
California (Public Contract Code 20118 & 20652)
Colorado
Connecticut
Delaware
District of Columbia
Florida
Georgia
Hawaii
Idaho
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri

Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Ohio
Oklahoma
Oregon
Pennsylvania
Rhode Island
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virginia
Washington
West Virginia
Wisconsin
Wyoming

NATIONAL PURCHASING COOPERATIVE VENDOR AWARD AGREEMENT

In accordance with the Terms and Conditions associated with this Proposal Invitation, a contract awarded under this Proposal Invitation may be "piggy-backed" by another governmental entity. The National Purchasing Cooperative is an intergovernmental purchasing cooperative formed by certain school districts outside of Texas to serve its members throughout the United States. If you agree to be considered for a piggy-back award by the National Purchasing Cooperative, you agree to the following terms and agree to serve National Purchasing Cooperative members in the states you have indicated on the State Service Designation form, in your Proposal.

By signing this form, Proposer (referred to in this Agreement as "Vendor") agrees as follows:

1. Vendor acknowledges that if The Local Government Purchasing Cooperative ("Texas Cooperative") awards Vendor a contract under this Proposal Invitation ("Underlying Award"), the National Purchasing Cooperative ("National Cooperative") may - but is not required to - "piggy-back" on or re-award all or a portion of that Underlying Award ("Piggy-Back Award"). By signing this National Cooperative Vendor Award Agreement ("Agreement"), Vendor accepts and agrees to be bound by any such Piggy-Back Award as provided for herein.
2. In the event National Cooperative awards Vendor a Piggy-Back Award, the National Cooperative Administrator ("BuyBoard Administrator") will notify Vendor in writing of such Piggy-Back Award, which award shall commence on the effective date stated in the Notice and end on the expiration date of the Underlying Award, subject to annual renewals as authorized in writing by the BuyBoard Administrator. Vendor agrees that no further signature or other action is required of Vendor in order for the Piggy-Back Award and this Agreement to be binding upon Vendor. Vendor further agrees that no interlineations or changes to this Agreement by Vendor will be binding on National Cooperative, unless such changes are agreed to by its BuyBoard Administrator in writing.
3. Vendor agrees that it shall offer its goods and services to National Cooperative members at the same unit pricing and same general terms and conditions, subject to applicable state laws in the state of purchase, as required by the Underlying Award. However, nothing in this Agreement prevents Vendor from offering National Cooperative members better (i.e., lower) competitive pricing and more favorable terms and conditions than those in the Underlying Award.
4. Vendor hereby agrees and confirms that it will serve those states it has designated on the State Service Designation Form of this Proposal Invitation. Any changes to the states designated on the State Service Designation Form must be approved in writing by the BuyBoard Administrator.
5. Vendor agrees to pay National Cooperative the service fee provided for in the Underlying Award based on the amount of purchases generated from National Cooperative members through the Piggy-Back Award. Vendor shall remit payment to National Cooperative on such schedule as it specifies (which shall not be more often than monthly). Further, upon request, Vendor shall provide National Cooperative with copies of all purchase orders generated from National Cooperative members, vendor invoices, and/or such other documentation regarding those purchase orders as the Cooperative's administrators may require in their reasonable discretion for purposes of reviewing and verifying purchase activity. Vendor further agrees that National Cooperative shall have the right, upon reasonable written notice, to review Vendor's records pertaining to purchases made by National Cooperative members in order to verify the accuracy of service fees.
6. Vendor agrees that the Underlying Award, including its General Terms and Conditions, are adopted by reference to the fullest extent such provisions can reasonably apply to the post-proposal/contract award phase. The rights and responsibilities that would ordinarily inure to the Texas Cooperative pursuant to the Underlying Award shall inure to National Cooperative; and, conversely, the rights and responsibilities that would ordinarily inure to Vendor in the Underlying Award shall inure to Vendor in this Agreement. Vendor recognizes and agrees that Vendor and National Cooperative are the only parties to this Agreement, and that nothing in this Agreement has application to other third parties, including the Texas Cooperative. In the event of conflict between this Agreement and the terms of the Underlying Award, the terms of this Agreement shall control, and then only to the extent necessary to reconcile the conflict.



7. This Agreement shall be governed and construed in accordance with the laws of the State of Rhode Island and venue for any dispute shall lie in the federal district court of Alexandria, Virginia.

8. Vendor acknowledges and agrees that the award of a Piggy-Back Award is within the sole discretion of National Cooperative, and that this Agreement does not take effect unless and until National Cooperative awards Vendor a Piggy-Back Award and the BuyBoard Administrator notifies Vendor in writing of such Piggy-Back Award as provided for herein.

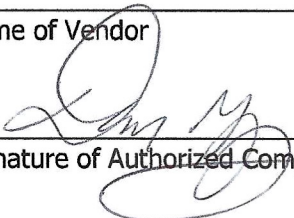
WHEREFORE, by signing below Vendor agrees to the foregoing and warrants that it has the authority to enter into this Agreement.

ABC PEST CONTROL INC OF AUSTIN

709-23

Name of Vendor

Proposal Invitation Number


Signature of Authorized Company Official

DAN GREGERSON

Printed Name of Authorized Company Official

MARCH 20, 2023

Date

LOCATION/AUTHORIZED SELLER LISTINGS

If you have more than one location/authorized seller that will service a Contract awarded under this Proposal Invitation, please list each location/authorized seller below. If additional sheets are required, please duplicate this form as necessary. NOTE: Awarded Vendors shall remain responsible for all aspects of the Contract, including processing of Purchase Orders, and shall be responsible for the performance of all locations and authorized sellers under and in accordance with the Contract. ***If you are a product manufacturer and wish to designate Designated Dealers as defined in the General Terms and Conditions to receive Cooperative member Purchase Orders on your behalf, you must complete the Manufacturer Designated Dealer form.***

[illegible]

MANUFACTURER DEALER DESIGNATION

If Vendor is a manufacturer that sells products through a dealer network and wishes to designate a dealer or multiple dealers ("Designated Dealers") to receive Cooperative member Purchase Orders on Vendor's behalf, you must complete this form for each dealer you wish to designate.

Regardless of any Designated Dealers submitted by Vendor, Vendor specifically agrees and acknowledges that any such designations are for Vendor's convenience only and shall not, if Vendor is awarded a Contract, relieve Vendor of any obligations under the Contract, including payment of Cooperative service fees on all Purchase Orders submitted to Vendor or any Designated Dealer. In accordance with the General Terms and Conditions, an awarded Vendor shall remain responsible and liable for all of its obligations under the Contract and the performance of both Vendor and any of Vendor's Designated Dealers under and in accordance with the Contract and remain subject to all remedies for default thereunder, including, but not limited to suspension and termination of Vendor's Contract for nonpayment of service fees.

If awarded, Vendor authorizes the Cooperative, in its sole discretion, to list any Vendor Designated Dealers in the BuyBoard system and to receive Purchase Orders directly from Cooperative members on behalf of Vendor. To the extent a Vendor with Designated Dealers receives a Purchase Order directly, it shall be the responsibility of Vendor to appropriately process such Purchase Order in accordance with the Contract, including but not limited to timely forwarding such Purchase Order to a Designated Dealer for processing.

The Cooperative reserves the right, in its sole discretion, to refuse addition of, or request removal of, any Designated Dealer, and Vendor agrees to immediately require such Designated Dealer to cease accepting Purchase Orders or otherwise acting on Vendor's behalf under the Contract. Further, the Cooperative administrator shall be authorized to remove or suspend any or all Designated Dealers from the BuyBoard at any time in its sole discretion.

If you wish to designate a dealer to service a contract awarded under this Proposal Invitation, please list the Designated Dealer below. If you wish to designate multiple dealers, please duplicate this form as necessary.

N/A

Designated Dealer Name

Designated Dealer Contact Person

Designated Dealer Address

City

State

Zip Code

Phone Number

Fax Number

Email address

Designated Dealer Tax ID Number* (***attach W-9**)

PROPOSAL INVITATION QUESTIONNAIRE

The Cooperative will use your responses to the questions below in evaluating your Proposal and technical and financial resources to provide the goods and perform the services ("Work") under the BuyBoard contract contemplated by this Proposal Invitation ("Contract"). Proposers must fully answer each question, numbering your responses to correspond to the questions/numbers below. Proposers must complete below or attach your responses to this questionnaire and submit in one document with your Proposal. **You must submit the questionnaire and responses with your Proposal or the Proposal will not be considered.**

1. List the number of years Proposer has been in business and former business names (if applicable). Note whether your company is currently for sale or involved in any transaction that would significantly alter its business or result in acquisition by another entity.

STARTED IN 1949 AND IS FAMILY OWNED AND IS NOT FOR SALE

2. Describe the resources Proposer has to manage staff and successfully perform the Work contemplated under this Contract. State the number and summarize the experience of company personnel who may be utilized for the Work, including those who will be available to Cooperative members for assistance with project development, technical issues, and product selection for Work associated with this Contract.

CURRENTLY WE HAVE APPROXIMATELY 1100 EMPLOYEES AND WELL OVER 400 MASTER TECHNICIANS OR CERTIFIED

APPLICATORS AS WELL AS DOZENS OF QUALIFIED MANAGERS AND ON STAFF ENTOMOLOGISTS

AND A LARGE QUALITY CONTROL DEPARTMENT AS WELL AS A SCHOOL ON SITE FOR CEU'S AND TRAINING.

3. **Marketing Strategy:** For your Proposal to be considered, you must submit the Marketing Strategy you will use if the Cooperative accepts all or part of your Proposal. (*Example: Explain how your company will initially inform Cooperative members of your BuyBoard Contract, and how you will continue to support the BuyBoard for the duration of the Contract term.*) Attach additional pages if necessary.

ABC WILL PROMOTE OUR RELATIONSHIP WITH BUYBOARD THRU OUR WEBSITE EXPOSURE AS WELL AS IN OUR

MARKETING TO CURRENT CLIENTS AND TARGETED CLIENTS IN CITIES AND SCHOOL DISTRICTS

AND WE WILL INCLUDE THE BUY BOARD LOGO IN THESE EFFORTS REGULARLY.

4. Describe Proposer's financial capability to perform the Contract. State or describe the firm's financial strength and rating, bonding capacity, and insurance coverage limits. State whether the firm, or any of the firm's past or present owners, principal shareholders or stockholders, or officers, have been a debtor party to a bankruptcy, receivership, or insolvency proceeding in the last 7 years, and identify any such debtor party by name and relationship to or position with your firm.

ABC HAS GROWN EVERY YEAR SINCE IT HAS OPENED AND IS FINANCIALLY SOUND WITH NO ISSUES. WE

HAVE THE SAME OWNERS SINCE INCEPTION WITH THE BROTHERS TAKING OVER FROM FATHER IN THE MID 1970'S

5. Does your company have any outstanding financial judgments and/or is it currently in default on any loan or financing agreement? If so, provide detailed information on the nature of such items and prospects for resolution.

NO

6. List all contracts, if any, in the last 10 years on which Proposer has defaulted, failed to complete or deliver the work, or that have been terminated for any reason. For each such contract, provide the project name, scope, value and date and the name of the procuring entity. Fully explain the circumstances of the default, failure to complete or deliver the work, or termination.

NONE

7. List all litigation or other legal proceedings (including arbitration proceedings), if any, in the last 10 years brought against your firm, or any of the firm's past or present owners, principal shareholders or stockholders, officers, agents or employees, that relate to or arise from a contract similar to this Contract or the Work contemplated under this Contract. Provide the style of the lawsuit or proceeding (name of parties and court or tribunal in which filed), nature of the claim, and resolution or current status.

NONE



VENDOR REQUEST TO SELF-REPORT BUYBOARD PURCHASES

The General Terms and Conditions require that all Purchase Orders generated by or under any Contract awarded under this Proposal Invitation be processed through the BuyBoard and, except as expressly authorized in writing by the Cooperative administrator, Vendors are not authorized to process Purchase Orders received directly from Cooperative members that have not been processed through the BuyBoard or provided to the Cooperative. In accordance with this provision, Vendor may request authorization of the Cooperative administrator to self-report Cooperative member purchases if awarded a Contract under this Proposal Invitation. By making such a request, Vendor acknowledges and agrees that self-reporting is specifically subject to and conditioned upon (1) Vendor's agreement to the Additional Terms and Conditions for BuyBoard Self-Reporting which are included in this Proposal Invitation and incorporated herein for all purposes and (2) approval of this request in writing by the Cooperative administrator.

Note: This form is NOT required as part of your proposal. You should sign and return this form ONLY if you wish to request authorization to self-report BuyBoard purchases. Any request to self-report will not be effective, and Vendor shall not be authorized to self-report BuyBoard member purchases, unless and until (1) Vendor is awarded a Contract under this Proposal Invitation, and (2) the request has been approved in writing by the Cooperative administrator.

By my signature below, I hereby request authorization from the Cooperative administrator to self-report BuyBoard purchases if my company is awarded a Contract. I certify that I am authorized by the above-named Vendor to approve this form, and I have received and read the Additional Terms and Conditions for BuyBoard Self-Reporting Included In this Proposal Invitation and do hereby approve and agree to such terms and conditions on behalf of Vendor.

NAME OF VENDOR: _____

Signature of Vendor Authorized Representative

Printed Name: _____

Title: _____

Date: _____

(For Cooperative Administrator Use Only)

Approved by BuyBoard Administrator: _____

Effective/Start Date for Self-Reporting: _____

REQUIRED FORMS CHECKLIST

(Please check (✓) the following)

☒ Reviewed/Completed: **Proposer's Acceptance and Agreement**

PROPOSAL FORMS PART 1: COMPLIANCE FORMS

- ☒ Reviewed/Completed: **Proposal Acknowledgements**
- ☒ Reviewed/Completed: **Felony Conviction Disclosure**
- ☒ Reviewed/Completed: **Resident/Nonresident Certification**
- ☒ Reviewed/Completed: **Debarment Certification**
- ☒ Reviewed/Completed: **Vendor Employment Certification**
- ☒ Reviewed/Completed: **No Boycott Verification**
- ☒ Reviewed/Completed: **No Excluded Nation or Foreign Terrorist Organization Certification**
- ☒ Reviewed/Completed: **Historically Underutilized Business Certification**
- ☒ Reviewed/Completed: **Acknowledgement of BuyBoard Technical Requirements**
- ☒ Reviewed/Completed: **Construction-Related Goods and Services Affirmation**
- ☒ Reviewed/Completed: **Deviation and Compliance**
- ☒ Reviewed/Completed: **Vendor Consent for Name Brand Use**
- ☒ Reviewed/Completed: **Confidential/Proprietary Information**
- ☒ Reviewed/Completed: **EDGAR Vendor Certification**
- ☒ Reviewed/Completed: **Compliance Forms Signature Page**

PROPOSAL FORMS PART 2: VENDOR INFORMATION FORMS

- ☒ Reviewed/Completed: **Vendor Business Name**
- ☒ Reviewed/Completed: **Vendor Contact Information** (*complete in electronic proposal submission system*)
- ☒ Reviewed/Completed: **Federal and State/Purchasing Cooperative Experience**
- ☒ Reviewed/Completed: **Governmental References**
- ☒ Reviewed/Completed: **Company Profile**
- ☒ Reviewed/Completed: **Texas Regional Service Designation** (*complete in electronic proposal submission system*)
- ☒ Reviewed/Completed: **State Service Designation** (*complete in electronic proposal submission system*)
- ☒ Reviewed/Completed: **National Purchasing Cooperative Vendor Award Agreement** (*Vendors serving outside Texas only*)
- ☒ Reviewed/Completed: **Local/Authorized Seller Listings**
- ☒ Reviewed/Completed: **Manufacturer Dealer Designation**
- ☒ Reviewed/Completed: **Proposal Invitation Questionnaire**
- ☒ Reviewed/Completed: **Vendor Request to Self-Report BuyBoard Purchases** (*Optional*)
- ☒ Reviewed/Completed: **Proposal Specifications** *Discount (%) off Catalog/Pricelist and/or other required pricing information including Catalogs/Pricelists (or no bid response) must be submitted with the Proposal or the Proposal will not be considered, and Proof of License (Federal/State) for Pest Control Services.*

PROPOSAL SPECIFICATION SUMMARY

The categories and items specified for this Proposal Invitation are summarized below. For full Proposal Specifications, you must review and complete the Proposal Specification information in the electronic proposal submission system in accordance with the Instructions to Proposers (or, if submitting a hard copy Proposal, timely request and complete the Proposal Specification Form in accordance with the Instructions to Proposers).

PROPOSAL NOTE 1: Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. ***No paper catalogs or manufacturer/vendor websites will be accepted.***

PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.

Section I: Pest Control Services

1. Discount (%) off catalog/pricelist for **Flying Insect Pest Control Services.**
2. Discount (%) off catalog/pricelist for **Crawling Insect Pest Control Services.**
3. Discount (%) off catalog/pricelist for **Rodent Pest Control Services.**
4. Discount (%) off catalog/pricelist for **Termite Pest Control Services.**
5. Discount (%) off catalog/pricelist for **All Other Pest Control Management Services.**
6. Discount (%) off catalog/pricelist for **Pest Control Management Service Agreements.**

ABC Home and Commercial Services Information

Contact: Dan Gregerson
Address: 9475 E. hwy 290
Austin, TX 78724
Phone: (512) 837-9500
Fax: (512) 837-9671
Email: dgregerson@goanteater.com
Web Address: www.abchomeandcommercialservices.com

By submitting your response, you certify that you are authorized to represent and bind your company.

DAN GREGERSON

Signature

Submitted at 3/21/2023 01:00:46 PM (CT)

DGREGERSON@GOANTEATER.COM

Email

Requested Attachments

BuyBoard Proposal Invitation No. 709-23 Pest Control Management Services BUYBOARD PROPOSAL INVITE 709-23 PEST CONTROL SERVICES MARCH 2023 FILLED OUT.pdf

REQUIRED-In PDF format, upload all proposal invitation documents available for download at vendor.buyboard.com including any additional pages, as necessary. NOTICE: DO NOT complete proposal forms in internet browser. No data will be stored. Download file to computer and complete proposal forms prior to submitting. (Please DO NOT password protect uploaded files.)

Catalog/Pricelist BUYBOARD ABC 2023 PRICE CATALOGUE COVER SHEET March 2023.doc

REQUIRED-In Excel or PDF format, upload catalog(s)/pricelist(s) in accordance with proposal invitation instructions. Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or Proposal will not be considered. No paper catalogs or manufacturer/vendor websites will be accepted. File size must not exceed 250MB. (Please DO NOT password protect uploaded files.)

Exceptions and/or Detailed Information Related to Discount % and/or Hourly Labor Rate Proposed *No response*

In PDF format and if necessary, vendor shall attach detailed information regarding exceptions to pricing and/or discount percentage and define the services that are proposed to be provided. NOTE: IF DETAILED INFORMATION IS NOT SUBMITTED, PROPOSAL MAY NOT BE CONSIDERED. (Please DO NOT password protect uploaded files.)

License for Pest Control Services ABC PEST LICENSE 2022.pdf

REQUIRED - In PDF format, upload license for Pest Control Services. (Please DO NOT password protect uploaded files.)

Company Profile ABC HOME AND COMMERCIAL SERVICES Our History.docx

REQUIRED-Information on awarded Cooperative Contracts is available to Cooperative Members on the BuyBoard website. If your company is awarded a Contract under this Proposal Invitation, please provide a brief company description that you would like to have included with your company profile on the BuyBoard website. Submit your company profile in a separate file, in Word format, with your Proposal. (Note: Vendor is solely responsible for any content provided for inclusion on the BuyBoard website. The Cooperative reserves the right to exclude or remove any content in its sole discretion, with or without prior notice, including but not limited to any content deemed by the Cooperative to be inappropriate, irrelevant to the Contract, inaccurate, or misleading.)

REQUIRED-In PDF format, upload W-9 form. (Please DO NOT password protect uploaded files.)

Bid Attributes**1 Federal Identification Number**

Federal Identification Number

741773360

2 HUB/No Israel Boycott Certification/No Excluded Nation or Foreign Terrorist Certification

HUB/No Israel Boycott Certification/No Excluded Nation or Foreign Terrorist Certification

3 No Israel Boycott Certification

A Texas governmental entity may not enter into a contract with a value of \$100,000 or more that is to be paid wholly or partly from public funds with a company (excluding a sole proprietorship) that has 10 or more full-time employees for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. (TEX. GOV'T CODE Ch. 2270). Accordingly, this certification form is included to the extent required by law.

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. TEX. GOV'T CODE §808.001(1).

By signature on the Compliance Forms Signature Page, to the extent applicable, I certify and verify that Vendor does not boycott Israel and will not boycott Israel during the term of any contract awarded under this Proposal Invitation, that this certification is true, complete and accurate, and that I am authorized by my company to make this certification.

No

4 No Excluded Nation or Foreign Terrorist Organization Certification

Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

By signature on the Compliance Forms Signature Page, I certify and verify that Vendor is not on the Texas Comptroller's list identified above; that this certification is true, complete and accurate; and that I am authorized by my company to make this certification.

No

5 MWBE/HUB Status Certification

A Proposer that has been certified as a Historically Underutilized Business (also known as a Minority/Women Business Enterprise or "MWBE" and all referred to in this form as a "HUB") is encouraged to indicate its HUB certification status when responding to this Proposal Invitation. The BuyBoard website will indicate HUB certifications for awarded Vendors that properly indicate and document their HUB certification on this form.

I certify that my company has been certified as a MWBE/HUB in the following categories: *(Please check all that apply)*

6	Minority Owned Business Minority Owned Business <input type="checkbox"/> <i>Minority Owned Business (Yes)</i>
7	Women Owned Business Women Owned Business <input type="checkbox"/> <i>Women Owned Business (Yes)</i>
8	Service-Disabled Veteran Owned Business Service-Disabled Veteran Owned Business (veteran defined by 38 U.S.C. §101(2), who has a service-connected disability as defined by 38 U.S.C. § 101(16), and who has a disability rating of 20% or more as determined by the U. S. Department of Veterans Affairs or Department of Defense) <input type="checkbox"/> <i>Service-Disabled Veteran Owned Business (Yes)</i>
9	Certification Number Certification Number <input type="text" value="No response"/>
10	Name of Certifying Agency Certifying Agency <input type="text" value="No response"/>
11	Non-MWBE/HUB My company has NOT been certified as a MWBE/HUB <input checked="" type="checkbox"/> Non-HUB (Yes)
12	Vendor General Contact Information Proposal/Contract General Contact Information
13	Vendor Proposal/Contract Contact Name Vendor Proposal/Contract Contact Name <input type="text" value="DAN GREGERSON"/>
14	Vendor Proposal/Contract Contact E-mail Address Vendor Proposal/Contract Contact E-mail Address <input type="text" value="DGREGERSON@GOANTEATER.COM"/>
15	Vendor Proposal/Contract Mailing Address Vendor Proposal/Contract Mailing Address <input type="text" value="9475 E HWY 290"/>
16	Vendor Proposal/Contract Mailing Address - City Vendor Proposal/Contract Mailing Address - City <input type="text" value="AUSTIN"/>
17	Vendor Proposal/Contract Mailing Address - State Vendor Proposal/Contract Mailing Address - State (Abbreviate State Name) <input type="text" value="TX"/>

1 8	Vendor Proposal/Contact Mailing Address - Zip Code Vendor Proposal/Contact Mailing Address - Zip Code <input style="width: 90%;" type="text" value="78724"/>
1 9	Vendor Proposal/Contact Phone Number Vendor Proposal/Contact Phone Number (xxx-xxx-xxxx) <input style="width: 90%;" type="text" value="5128014032"/>
2 0	Vendor Proposal/Contact Extension Number Vendor Proposal/Contact Extension Number <input style="width: 90%;" type="text" value="No response"/>
2 1	Company Website Company Website (www.XXXXX.com) <input style="width: 90%;" type="text" value="ABCHOMEANDCOMMERCIAL.COM"/>
2 2	Purchase Orders Contact Information All Purchase Orders from Cooperative members will be available through the Internet. Vendors need Internet access and at least one e-mail address so that notification of new orders can be sent to the Internet contact when a new purchase order arrives. An information guide will be provided to Vendors to assist them with retrieving their orders. Please select options below for receipt of Purchase Orders and provide the requested information: <ul style="list-style-type: none"> I will use the internet to receive Purchase Orders at the following address <div style="margin-top: 10px;"> <input style="width: 100px;" type="text" value="Yes"/> </div>
2 3	Purchase Order E-mail Address Purchase Order E-mail Address <input style="width: 90%;" type="text" value="DGREGERSON@GOANTEATER.COM"/>
2 4	Purchase Order Contact Name Purchase Order Contact Name <input style="width: 90%;" type="text" value="DAN GREGERSON"/>
2 5	Purchase Order Contact Phone Number Purchase Order Contact Phone Number (xxx-xxx-xxxx) <input style="width: 90%;" type="text" value="5128014032"/>
2 6	Purchase Order Contact Extension Number Purchase Order Contact Extension Number <input style="width: 90%;" type="text" value="No response"/>
2 7	Alternate Purchase Order E-mail Address Alternate Purchase Order E-mail Address <input style="width: 90%;" type="text" value="No response"/>

28	Alternate Purchase Order Contact Name Alternate Purchase Order Contact Name <input style="width: 90%;" type="text" value="No response"/>
29	Alternate Purchase Order Contact Phone Number Alternate Purchase Order Contact Phone Number (xxx-xxx-xxxx) <input style="width: 90%;" type="text" value="No response"/>
30	Alternate Purchase Order Contact Extension Number Alternate Purchase Order Contact Extension Number <input style="width: 90%;" type="text" value="No response"/>
31	Purchase Orders Contact Information All Purchase Orders from Cooperative members will be available through the Internet. Vendors need Internet access and at least one e-mail address so that notification of new orders can be sent to the Internet contact when a new purchase order arrives. An information guide will be provided to Vendors to assist them with retrieving their orders. Please select options below for receipt of Purchase Orders and provide the requested information: <ul style="list-style-type: none"> Purchase Orders may be received by the Designated Dealer(s) identified on my company's Dealer Designation form as provided to the Cooperative administrator. I understand that my company shall remain responsible for the Contract and the performance of all Designated Dealers under and in accordance with the Contract. <div style="margin-top: 10px;"> <input style="width: 50px;" type="text" value="Yes"/> </div>
32	Request for Quotes (RFQ) Cooperative members will send RFQs to you by e-mail. Please provide e-mail addresses for the receipt of RFQs:
33	Request for Quote (RFQ) E-mail Address Request for Quote (RFQ) E-mail Address <input style="width: 90%;" type="text" value="DGREGERSON@GOANTEATER.COM"/>
34	Request for Quote (RFQ) Contact Name Request for Quote (RFQ) Contact Name <input style="width: 90%;" type="text" value="DAN GREGERSON"/>
35	Request for Quote (RFQ) Contact Phone Number Request for Quote (RFQ) Contact Phone Number (xxx-xxx-xxxx) <input style="width: 90%;" type="text" value="5128014032"/>
36	Request for Quote (RFQ) Contact Extension Number Request for Quote (RFQ) Contact Extension Number <input style="width: 90%;" type="text" value="No response"/>
37	Alternate Request for Quote (RFQ) E-mail Address Alternate Request for Quote (RFQ) E-mail Address <input style="width: 90%;" type="text" value="DGREGERSON@GOANTEATER.COM"/>

38	Alternate Request for Quote (RFQ) Contact Name Alternate Request for Quote (RFQ) Contact Name <input style="width: 90%;" type="text" value="DAN GREGERSON"/>
39	Alternate Request for Quote (RFQ) Contact Phone Number Alternate Request for Quote (RFQ) Contact Phone Number (xxx-xxx-xxxx) <input style="width: 90%;" type="text" value="5128014032"/>
40	Alternate Request for Quote (RFQ) Contact Extension Number Alternate Request for Quote (RFQ) Contact Extension Number <input style="width: 90%;" type="text" value="No response"/>
41	Invoices Your company will be billed monthly for the service fee due under a Contract awarded under this Proposal Invitation. All invoices are available on the BuyBoard website and e-mail notifications will be sent when they are ready to be retrieved.
42	Invoices Please choose <u>only one (1)</u> of the following options for receipt of invoices and provide the requested information: (a) Service fee invoices and related communications should be provided directly to my company at: or (b) In lieu of my company, I request and authorize all service fee invoices to be provided directly to the following billing agent: <i>If Vendor authorizes a billing agent to receive and process service fee invoices, in accordance with the General Terms and Conditions of the Contract, Vendor specifically acknowledges and agrees that nothing in that designation shall relieve Vendor of its responsibilities and obligations under the Contract including, but not limited to, payment of all service fees under any Contract awarded Vendor.</i> <input style="width: 90%;" type="text" value="Service fee invoices and notices direct to company"/>
43	Invoice Company Name Invoice Company Name <input style="width: 90%;" type="text" value="ABC HOME AND COMMERCIAL SERVICES"/>
44	Invoice Company Department Name Invoice Company Department Name <input style="width: 90%;" type="text" value="DGREGERSON@GOANTEATER.COM"/>
45	Invoice Contact Name Invoice Contact Name <input style="width: 90%;" type="text" value="DAN GREGERSON"/>
46	Invoice Mailing Address Invoice Mailing Address (P.O. Box or Street Address) <input style="width: 90%;" type="text" value="9475 E HWY 290"/>

47	Invoice Mailing Address - City Invoice Mailing Address - City <input type="text" value="AUSTIN"/>
48	Invoice Mailing Address - State Invoice Mailing Address - State (Abbreviate State Name) <input type="text" value="TX"/>
49	Invoice Mailing Address - Zip Code Invoice Mailing Address (Zip Code) <input type="text" value="78724"/>
50	Invoice Contact Phone Number Invoice Contact Phone Number (xxx-xxx-xxxx) <input type="text" value="5128014032"/>
51	Invoice Contact Extension Number Invoice Contact Extension Number <input type="text" value="No response"/>
52	Invoice Contact Fax Number Invoice Contact Fax Number (xxx-xxx-xxxx) <input type="text" value="No response"/>
53	Invoice Contact E-mail Address Invoice Contact E-mail <input type="text" value="DGREGERSON@GOANTEATER.COM"/>
54	Invoice Contact Alternate E-mail Address Invoice Contact Alternate E-mail Address <input type="text" value="DGREGERSON@GOANTEATER.COM"/>
55	Billing Agent Company Name Billing Agent Company Name <input type="text" value="ABC HOME AND COMMERCIAL SERVICES"/>
56	Billing Agent Department Name Billing Agent Department Name <input type="text" value="No response"/>
57	Billing Agent Contact Name Billing Agent Contact Name <input type="text" value="No response"/>
58	Billing Agent Mailing Address Billing Agent Mailing Address (P.O. Box or Street Address) <input type="text" value="No response"/>

59	Billing Agent Mailing Address - City Billing Agent Mailing Address - City <input type="text" value="No response"/>
60	Billing Agent Mailing Address - State Billing Agent Mailing Address - State (Abbreviate State Name) <input type="text" value="No response"/>
61	Billing Agent Mailing Address - Zip Code Billing Agent Mailing Address - Zip Code <input type="text" value="78724"/>
62	Billing Agent Contact Phone Number Billing Agent Contact Phone Number (xxx-xxx-xxxx) <input type="text" value="5128014032"/>
63	Billing Agent Contact Extension Number Billing Agent Contact Extension Number <input type="text" value="No response"/>
64	Billing Agent Fax Number Billing Agent Fax Number <input type="text" value="5128379671"/>
65	Billing Agent Contact E-mail Address Billing Agent Contact E-mail Address <input type="text" value="DGREGERSON@GOANTEATER.COM"/>
66	Billing Agent Alternative E-mail Address Billing Agent Alternative E-mail Address <input type="text" value="DGREGERSON@GOANTEATER.COM"/>
67	Shipping Via Common Carrier, Company Truck, Prepaid and Add to Invoice, or Other <input type="text" value="Common Carrier"/>
68	Payment Terms <i>Note: Vendor payment terms must comply with the BuyBoard General Terms and Conditions and the Texas Prompt Payment Act (Texas Government Code Ch. 2251).</i> <input type="text" value="30 DAYS FROM INVOICE"/>
69	Vendor's Internal/Assigned Reference/Quote Number Vendor's Internal/Assigned Reference/Quote Number <input type="text" value="No response"/>

7 0	State or Attach Return Policy <p>Note: Only return requirements and processes will be deemed part of Vendor's return policy. Any unrelated contract terms, terms of sale, or other information not specifically related to return requirements and processes included in Vendor's return policy shall not apply to any awarded Contract unless specifically included as a deviation in the Deviation and Compliance Form and accepted by the Cooperative.</p> <div style="border: 1px solid black; padding: 2px;">No response</div>
7 1	Electronic Payments Are electronic payments acceptable to your company? <div style="border: 1px solid black; padding: 2px;">Yes</div>
7 2	Credit Card Payments Are credit card payments acceptable to your company? <div style="border: 1px solid black; padding: 2px;">Yes</div>
7 3	Texas Regional Service Designation Texas Regional Service Designation - Refer to Form in Proposal Invitation <p>The Cooperative (referred to as "Texas Cooperative" in this form and in the State Service Designation form) offers vendors the opportunity to service its members throughout the entire State of Texas. If you do not plan to service all Texas Cooperative members statewide, you must indicate the specific regions you will service on this form. If you propose to serve different regions for different products or services included in your Proposal, you must complete and submit a separate Texas Regional Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. <i>By designating a region or regions, you are certifying that you are authorized and willing to provide the proposed products and services in those regions. Designating regions in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.</i> Additionally, if you do not plan to service Texas Cooperative members (i.e., if you will service only states other than Texas), you must so indicate on this form.</p>
7 4	Company Name Company Name <div style="border: 1px solid black; padding: 2px;">ABC HOME AND COMMERCIAL SERVIC</div>
7 5	Texas Regional Service Designation Select only one of the following options. If you select "I will NOT serve all Regions of Texas", you must then check the individual Regions you wish to serve. <div style="border: 1px solid black; padding: 2px;">Select Regions</div>
7 6	Region 1 Region 1 - Edinburg <input checked="" type="checkbox"/> Region 1 (1)
7 7	Region 2 Region 2 - Corpus Christi <input checked="" type="checkbox"/> Region 2 (2)
7 8	Region 3 Region 3 - Victoria <input type="checkbox"/> Region 3 (3)

79	Region 4 Region 4 - Houston <input type="checkbox"/> <i>Region 4 (4)</i>
80	Region 5 Region 5 - Beaumont <input type="checkbox"/> <i>Region 5 (5)</i>
81	Region 6 Region 6 - Huntsville <input type="checkbox"/> <i>Region 6 (6)</i>
82	Region 7 Region 7 - Kilgore <input type="checkbox"/> <i>Region 7 (7)</i>
83	Region 8 Region 8 - Mount Pleasant <input type="checkbox"/> <i>Region 8 (8)</i>
84	Region 9 Region 9 - Wichita Falls <input type="checkbox"/> <i>Region 9 (9)</i>
85	Region 10 Region 10 - Richardson <input type="checkbox"/> <i>Region 10 (10)</i>
86	Region 11 Region 11 - Fort Worth <input type="checkbox"/> <i>Region 11 (11)</i>
87	Region 12 Region 12 - Waco <input checked="" type="checkbox"/> <i>Region 12 (12)</i>
88	Region 13 Region 13 - Austin <input checked="" type="checkbox"/> <i>Region 13 (13)</i>
89	Region 14 Region 14 - Abilene <input type="checkbox"/> <i>Region 14 (14)</i>
90	Region 15 Region 15 - San Angelo <input type="checkbox"/> <i>Region 15 (15)</i>

9 1	Region 16 Region 16 - Amarillo <input type="checkbox"/> Region 16 (16)
9 2	Region 17 Region 17 - Lubbock <input type="checkbox"/> Region 17 (17)
9 3	Region 18 Region 18 - Midland <input type="checkbox"/> Region 18 (18)
9 4	Region 19 Region 19 - El Paso <input type="checkbox"/> Region 19 (19)
9 5	Region 20 Region 20 - San Antonio <input checked="" type="checkbox"/> Region 20 (20)
9 6	State Service Designation State Service Designation - Refer to Form in Proposal Invitation. <p>As set forth in the Proposal Invitation, it is the Cooperative's intent that other governmental entities in the United States have the opportunity to purchase goods or services awarded under the Contract, subject to applicable state law, through a piggy-back award or similar agreement through the National Purchasing Cooperative BuyBoard. If you plan to service the entire United States or only specific states, you must complete this form accordingly. <i>(Note: If you plan to service Texas Cooperative members, be sure that you complete the Texas Regional Service Designation form.)</i> In addition to this form, to be considered for a piggy-back award by the National Purchasing Cooperative, you must have an authorized representative sign the National Purchasing Cooperative Vendor Award Agreement that follows this form.</p> <p>If you serve different states for different products or services included in your Proposal, you must complete and submit a separate State Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. <i>By designating a state or states, you are certifying that you are authorized and willing to provide the proposed products and services in those states. Designating states in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.</i></p>
9 7	Company Name Company Name <div style="border: 1px solid black; padding: 2px;">ABC HOME AND COMMERCIAL SERVIC</div>
9 8	State Service Designation Select only one of the following options. If you select "I will NOT serve all States", you must then check the individual States you wish to serve. <div style="border: 1px solid black; padding: 2px;">I will not serve all states in the United States</div>
9 9	Alabama Alabama <input type="checkbox"/> Alabama (AL)

1 0 0	Alaska Alaska <input type="checkbox"/> <i>Alaska (AK)</i>
1 0 1	Arizona Arizona <input type="checkbox"/> <i>Arizona (AZ)</i>
1 0 2	Arkansas Arkansas <input type="checkbox"/> <i>Arkansas (AR)</i>
1 0 3	California California (Public Contract Code 20118 & 20652) <input type="checkbox"/> <i>California (CA)</i>
1 0 4	Colorado Colorado <input type="checkbox"/> <i>Colorado (CO)</i>
1 0 5	Connecticut Connecticut <input type="checkbox"/> <i>Connecticut (CT)</i>
1 0 6	Delaware Delaware <input type="checkbox"/> <i>Delaware (DE)</i>
1 0 7	District of Columbia District of Columbia <input type="checkbox"/> <i>District of Columbia (DC)</i>
1 0 8	Florida Florida <input type="checkbox"/> <i>Florida (FL)</i>
1 0 9	Georgia Georgia <input type="checkbox"/> <i>Georgia (GA)</i>
1 1 0	Hawaii Hawaii <input type="checkbox"/> <i>Hawaii (HI)</i>
1 1 1	Idaho Idaho <input type="checkbox"/> <i>Idaho (ID)</i>

1 1 2	Illinois Illinois <input type="checkbox"/> <i>Illinois (IL)</i>
1 1 3	Indiana Indiana <input type="checkbox"/> <i>Indiana (IN)</i>
1 1 4	Iowa Iowa <input type="checkbox"/> <i>Iowa (IA)</i>
1 1 5	Kansas Kansas <input type="checkbox"/> <i>Kansas (KS)</i>
1 1 6	Kentucky Kentucky <input type="checkbox"/> <i>Kentucky (KY)</i>
1 1 7	Louisiana Louisiana <input type="checkbox"/> <i>Louisiana (LA)</i>
1 1 8	Maine Maine <input type="checkbox"/> <i>Maine (ME)</i>
1 1 9	Maryland Maryland <input type="checkbox"/> <i>Maryland (MD)</i>
1 2 0	Massachusetts Massachusetts <input type="checkbox"/> <i>Massachusetts (MA)</i>
1 2 1	Michigan Michigan <input type="checkbox"/> <i>Michigan (MI)</i>
1 2 2	Minnesota Minnesota <input type="checkbox"/> <i>Minnesota (MN)</i>
1 2 3	Mississippi Mississippi <input type="checkbox"/> <i>Mississippi (MS)</i>

1 2 4	Missouri Missouri <input type="checkbox"/> <i>Missouri (MO)</i>
1 2 5	Montana Montana <input type="checkbox"/> <i>Montana (MT)</i>
1 2 6	Nebraska Nebraska <input type="checkbox"/> <i>Nebraska (NE)</i>
1 2 7	Nevada Nevada <input type="checkbox"/> <i>Nevada (NV)</i>
1 2 8	New Hampshire New Hampshire <input type="checkbox"/> <i>New Hampshire (NH)</i>
1 2 9	New Jersey New Jersey <input type="checkbox"/> <i>New Jersey (NJ)</i>
1 3 0	New Mexico New Mexico <input type="checkbox"/> <i>New Mexico (NM)</i>
1 3 1	New York New York <input type="checkbox"/> <i>New York (NY)</i>
1 3 2	North Carolina North Carolina <input type="checkbox"/> <i>North Carolina (NC)</i>
1 3 3	North Dakota North Dakota <input type="checkbox"/> <i>North Dakota (ND)</i>
1 3 4	Ohio Ohio <input type="checkbox"/> <i>Ohio (OH)</i>
1 3 5	Oklahoma Oklahoma <input type="checkbox"/> <i>Oklahoma (OK)</i>

1 3 6	Oregon Oregon <input type="checkbox"/> <i>Oregon (OR)</i>
1 3 7	Pennsylvania Pennsylvania <input type="checkbox"/> <i>Pennsylvania (PA)</i>
1 3 8	Rhode Island Rhode Island <input type="checkbox"/> <i>Rhode Island (RI)</i>
1 3 9	South Carolina South Carolina <input type="checkbox"/> <i>South Carolina (SC)</i>
1 4 0	South Dakota South Dakota <input type="checkbox"/> <i>South Dakota (SD)</i>
1 4 1	Tennessee Tennessee <input type="checkbox"/> <i>Tennessee (TN)</i>
1 4 2	Texas Texas <input type="checkbox"/> <i>Texas (TX)</i>
1 4 3	Utah Utah <input type="checkbox"/> <i>Utah (UT)</i>
1 4 4	Vermont Vermont <input type="checkbox"/> <i>Vermont (VT)</i>
1 4 5	Virginia Virginia <input type="checkbox"/> <i>Virginia (VA)</i>
1 4 6	Washington Washington <input type="checkbox"/> <i>Washington (WA)</i>
1 4 7	West Virginia West Virginia <input type="checkbox"/> <i>West Virginia (WV)</i>

1 4 8	Wisconsin Wisconsin <input type="checkbox"/> <i>Wisconsin (WI)</i>
1 4 9	Wyoming Wyoming <input type="checkbox"/> <i>Wyoming (WY)</i>

Bid Lines

1	<u>Section I: Pest Control Services</u>
	Discount (%) off catalog/pricelist for Flying Insect Pest Control Services . Catalog/Pricelist MUST be included or proposal will not be considered.
	Total: <div style="border: 1px solid black; padding: 2px; display: inline-block;">12%</div>
	<p>Item Notes: PROPOSAL NOTE 1: Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. No paper catalogs or manufacturer/vendor websites will be accepted.</p> <p>PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.</p> <p>Vendors proposing multiple manufacturer product lines and/or catalog/pricelist per line item must submit the information as follows or proposal may not be considered:</p> <ul style="list-style-type: none"> • Select "Add Alternate" for each additional manufacturer product line and/or catalog/pricelist proposed • Vendor's must list one specific percentage discount for each manufacturer and/or catalog/pricelist listed
	Item Attributes 1. State Name of Catalog/Pricelist Proposed with Discount Percentage <p><small>NOTE: Do not include SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".</small></p> <div style="border: 1px solid black; padding: 2px;">\$285.00 PER FLY LIGHT</div>

2 Section I: Pest Control Services

Discount (%) off catalog/pricelist for **Crawling Insect Pest Control Services**. **Catalog/Pricelist MUST be included or proposal will not be considered.**

Total: 12%

Item Notes: **PROPOSAL NOTE 1:** Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. No paper catalogs or manufacturer/vendor websites will be accepted.

PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.

Vendors proposing multiple manufacturer product lines and/or catalog/pricelist per line item must submit the information as follows or proposal may not be considered:

- Select "**Add Alternate**" for each additional manufacturer product line and/or catalog/pricelist proposed
- Vendor's must list one specific percentage discount for each manufacturer and/or catalog/pricelist listed

Item Attributes

1. State Name of Catalog/Pricelist Proposed with Discount Percentage

NOTE: Do not include SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".

\$155.00 PER HOUR

3 **Section I: Pest Control Services**

Discount (%) off catalog/pricelist for **Rodent Pest Control Services**. **Catalog/Pricelist MUST be included or proposal will not be considered.**

Total: 12%

Item Notes: **PROPOSAL NOTE 1:** Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. No paper catalogs or manufacturer/vendor websites will be accepted.

PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.

Vendors proposing multiple manufacturer product lines and/or catalog/pricelist per line item must submit the information as follows or proposal may not be considered:

- Select "**Add Alternate**" for each additional manufacturer product line and/or catalog/pricelist proposed
- Vendor's must list one specific percentage discount for each manufacturer and/or catalog/pricelist listed

Item Attributes

1. State Name of Catalog/Pricelist Proposed with Discount Percentage

NOTE: Do not include SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".

\$425.00 TRAP WITH 3 VISITS - RBS \$28.00 EA.

4 **Section I: Pest Control Services**

Discount (%) off catalog/pricelist for **Termite Pest Control Services**. **Catalog/Pricelist MUST be included or proposal will not be considered.**

Total: 8%

Item Notes: **PROPOSAL NOTE 1:** Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. No paper catalogs or manufacturer/vendor websites will be accepted.

PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.

Vendors proposing multiple manufacturer product lines and/or catalog/pricelist per line item must submit the information as follows or proposal may not be considered:

- Select "**Add Alternate**" for each additional manufacturer product line and/or catalog/pricelist proposed
- Vendor's must list one specific percentage discount for each manufacturer and/or catalog/pricelist listed

Item Attributes

1. State Name of Catalog/Pricelist Proposed with Discount Percentage

NOTE: Do not include SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".

\$350.00 MIN UP TO 10 FEET - \$6.65 PER FOOT

5 Section I: Pest Control Services

Discount (%) off catalog/pricelist for **All Other Pest Control Management Services**. **Catalog/Pricelist MUST be included or proposal will not be considered.**

Total:

Item Notes: **PROPOSAL NOTE 1:** Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. No paper catalogs or manufacturer/vendor websites will be accepted.

PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.

Vendors proposing multiple manufacturer product lines and/or catalog/pricelist per line item must submit the information as follows or proposal may not be considered:

- Select **"Add Alternate"** for each additional manufacturer product line and/or catalog/pricelist proposed
- Vendor's must list one specific percentage discount for each manufacturer and/or catalog/pricelist listed

Item Attributes

1. State Name of Catalog/Pricelist Proposed with Discount Percentage

NOTE: Do not include SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".

6 Section I: Pest Control Services

Discount (%) off catalog/pricelist for **Pest Control Management Service Agreements**. **Catalog/Pricelist MUST be included or proposal will not be considered.**

Total: 12%

Item Notes: **PROPOSAL NOTE 1:** Vendors shall submit catalog(s)/pricelist(s) with their Proposal response or the Proposal will not be considered. Vendors shall submit catalog(s)/pricelist(s) with the Proposal in a readily available and readable electronic format, with Excel or searchable PDF preferred. No paper catalogs or manufacturer/vendor websites will be accepted.

PROPOSAL NOTE 2: An awarded vendor must be licensed in accordance with federal and state regulations for pest control services. An awarded vendor's applicators must be certified to provide these services. Material Safety Data Sheets (MSDS) for all chemicals and pesticides must be made available and provided to Cooperative members upon request. Proposer's responding to this Proposal Invitation should submit proof of license for Pest Control Services for each state vendor proposes to serve.

Vendors proposing multiple manufacturer product lines and/or catalog/pricelist per line item must submit the information as follows or proposal may not be considered:

- Select **"Add Alternate"** for each additional manufacturer product line and/or catalog/pricelist proposed
- Vendor's must list one specific percentage discount for each manufacturer and/or catalog/pricelist listed

Item Attributes

1. State Name of Catalog/Pricelist Proposed with Discount Percentage

NOTE: Do not include SKU, Reference Numbers, Websites, and/or "See Attached/Enclosed".

\$185.00 PER HOUR

Response Total: \$0.00

↓ THIS IS YOUR LICENSE. CAREFULLY TRIM AWAY EXCESS MARGINS AND DISPLAY AT ALL TIMES



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER
P. O. BOX 12847 AUSTIN, TX 78711-2847
(877) 542-2474

For the hearing impaired: (800) 735-2989 (TDD)
(800) 735-2988 (VOICE)

www.TexasAgriculture.gov

SPCS BUSINESS LICENSE

This is to certify that the business listed below has met the licensing requirements of Texas Occupations Code, Chapter 1951 and is authorized to engage in the business of Structural Pest Control.

ABC HOME & COMMERCIAL SERVICES

9475 E HWY 290
AUSTIN TX 78724

TDA TPCL No. : 0565992

SPCB TPCL : 2170

Expiration Date : 03/31/2023

July 16, 2024

Sent via email to: DGREGERSON@GOANTEATER.COM

DAN GREGERSON
ABC Home and Commercial Services of Austin
9475 E Hwy 290
Austin TX 78724

Re: Pest Control Management
BuyBoard Contract 709-23

The Local Government Purchasing Cooperative (BuyBoard) awarded your company a contract under Pest Control Management, Contract 709-23 effective 9/1/2023 through August 31, 2024, with two possible one-year renewals. At this time the BuyBoard is renewing your contract through August 31, 2025.

All discounts, terms, and conditions of your contract will remain the same. If you agree to this renewal, there is nothing you need to do. However, if you do not agree to this renewal, you must notify me via email at contractadmin@buyboard.com prior to the start of the renewal term.

Reminder: Once a BuyBoard contract is awarded, vendors must generate a minimum of \$15,000 annually or they may not be offered a contract renewal.

If you have questions or comments concerning this renewal, please contact me as soon as possible at contractadmin@buyboard.com. We appreciate your interest in The Local Government Purchasing Cooperative.

Sincerely,

Jim Tulberg

Jim Tulberg
Contract Administrator

1st renewal v.02.13.2020



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***24.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/23/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Information Technology
- 5) **Department Contact:** Misty Witmer
- 6) **Description:** Consideration for authorization to utilize cooperative purchasing agreement in lieu of competitive bidding requirements to purchase Motorola Unit Mobile Video Systems with Motorola Solutions on behalf of the Information Technology Department submitted by the Purchasing Agent
- 7) **PEID No:** Motorola Solutions
- 8) **Req No:** REQ-0003441
- 9) **Orgkey:** 1101159100
- 10) **Object Code:** 5745000
- 11) **Vendor:** Motorola Solutions
- 12) **Vendor Contract No:** DIR-CPO-5433

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** General
- 14) **Fund #:** 1101
- 15) **Current Year Budgeted:** \$193,087.07
- 16) **Current Year Projected:** \$193,087.07
- 17) **Year 2:**
- 18) **Year 3:**
- 19) **Year 4:**
- 20) **Year 5:**
- 21) **Totals:**

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 6/23/2025
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 6/22/2025

26) Contract # Issued by Purchasing Department: 226686

NOTES: HB1295 Not Required

Approval History

Seq #	Approver	Action	Action Date
1	Lauren Michaels	Approve	6/16/25 12:23 pm
2	Misty Witmer	Approve	6/16/25 5:21 pm
3	Melissa Fleming	Approve	6/17/25 1:21 pm
4	Rufus Crowder	Approve	6/17/25 4:44 pm
5	Diana Huallpa	Approve	6/19/25 9:02 am
6	Sergio Cruz	Approve	6/23/25 1:15 pm
7	Veronica Van Horn	Approve	7/1/25 11:53 am



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 16, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

**RE: Request to Utilize Cooperative Purchasing Agreement
Information Technology Department**

Gentlemen,

It is requested that the Commissioners' Court grant authorization to the Purchasing Agent to utilize a State of Texas approved cooperative purchasing program as referenced in the Texas Local Government Code, Chapter 271.102, Cooperative Program Participation, in lieu of the competitive bidding requirements as referenced in Chapter 262.023, Competitive Requirements for Certain Purchases to procure the following:

- **Motorola Solutions – Unit Mobile Video Systems**

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rufus G. Crowder", is written over a horizontal line.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Michaels, Lauren
Sent: Tuesday, June 10, 2025 1:50 PM
To: Dickey, Tammy; Perez, Jacquelyn
Cc: Quiroga, Erin
Subject: Permission to use cooperative purchasing program
Attachments: QUOTE-3076533 (33) M500s CapEx EL5.pdf

Importance: High

Good afternoon Tammy,

The Office of Information Technology would like to ask Commissioners Court, on the June 23rd agenda, for permission to utilize cooperative purchasing in lieu of formal solicitation to procure Unit Mobile Video Systems with Motorola.

Please let me know if there is anything else that you need.

Lauren Michaels
Enterprise Business Manager

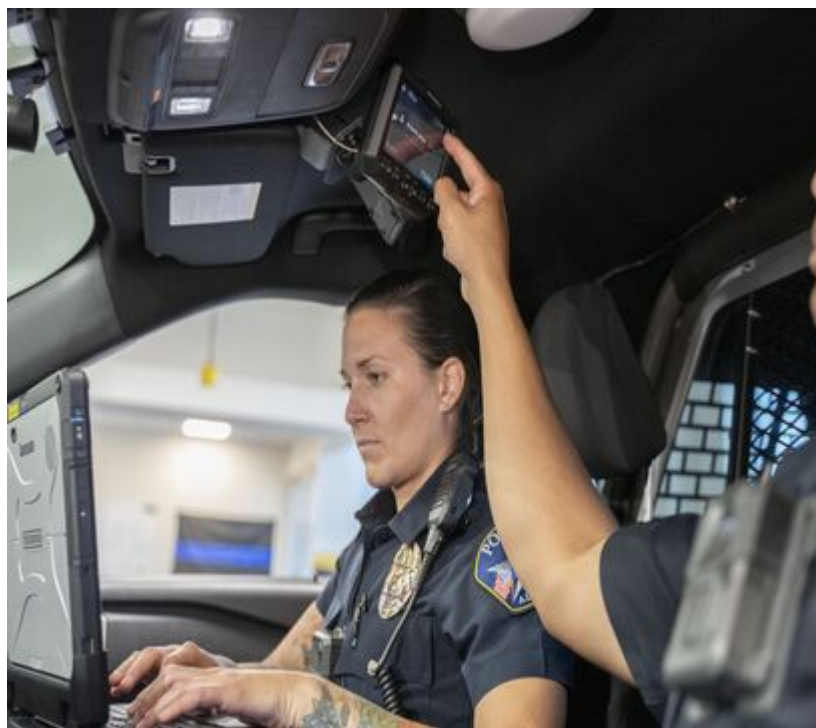
722 Moody, 6th floor, Galveston, TX 77550
409.770.6233

LaurenMichaels@galvestoncountytx.gov
galvestoncountytx.gov



DEPARTMENT of ENTERPRISE SERVICES

NOTE TO OUR CUSTOMERS: To ensure your technology-related needs are being captured, all inquiries and requests should be directed to our IT Service Desk via the web portal, emailing tickets@galvestoncountytx.gov or calling X2685.



GALVESTON COUNTY SHERIFF DEPT

(33) M500s CapEx EL5

04/03/2025

Billing Address:
GALVESTON COUNTY SHERIFF'S
OFFICE
P O BOX 1418
GALVESTON, TX 77553
US

Shipping Address:
GALVESTON COUNTY SHERIFF'S
OFFICE
GALVESTON COUNTY SHERIFF'S
OFFICE
601 54TH ST STE 2100
GALVESTON, TX 77551
US

Quote Date:04/03/2025
Expiration Date:08/1/2025
Quote Created By:
Christopher Morgan

Regional Sales Manager
Chris.Morgan@
motorolasolutions.com
5127559006
End Customer:
GALVESTON COUNTY SHERIFF DEPT

Contract: 39000 - DIR-CPO-5433
Freight Terms:FREIGHT PREPAID
Payment Terms:30 NET

Line #	Item Number	APC	Description	Qty	Term	Sale Price	Ext. Sale Price
M500							
1	WGB-0708A	0851	M500 ICV SYSTEM W/RCAM, V300 WIFI DOCK	33		\$5,130.94	\$169,321.02
2	WGW00502	0854	M500 EXTENDED WARRANTY	33	2 YEAR	\$93.60	\$3,088.80
3	WGB-0189A	0852	MTIK CONF KIT,802.11AC,M500POE,5GH ZANT	33		\$266.50	\$8,794.50
4	WGP02919-KIT	0851	INSTALL KIT, M500 DVR, CONSOLE MOUNT	33		Included	Included
5	WGP02225-231-KIT2	0851	BRKT DISP/BWC/CAM TAHOE W/LIGHTBAR 2021+	21		Included	Included
6	WGP02225-600-KIT2	0851	BRKT 4RE DISP/BWCBASE/ CAMERAMNTVISOR	2		Included	Included
VideoManager EL or EX: Video Evidence Management							
7	WGP02400-510	0853	VIDEOMANAGER EL, IN-CAR VIDEO SYSTEM ANNUAL LICENSE	25	3 YEAR	\$475.31	\$11,882.75
LPR Integrations and Parking							
8	WGS00224	0693	M500 BASIC ALPR ANNUAL SERVICE	5	1 YEAR	\$357.47	\$1,787.35



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	APC	Description	Qty	Term	Sale Price	Ext. Sale Price
9	RMT-IC-LPR	0914	REMOTE IN-CAR LPR SETUP	1		\$130.00	\$130.00
10	Incentive		NO COST LPR INTEGRATION INCENTIVE Expiration Date: 06/27/2025	1		-\$1,917.35	-\$1,917.35

Subtotal \$300,006.80

Total Discount Amount \$106,919.73

Grand Total **\$193,087.07(USD)**



Pricing Summary

	Sale Price
Upfront Costs for Hardware, Accessories and Implementation (if applicable)	\$185,165.24
Year 2 Subscription Fee	\$3,960.92
Year 3 Subscription Fee	\$3,960.92
Grand Total System Price (Inclusive of Upfront and Annual Costs)	\$193,087.07

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- Providing demo licensing for five M500s to utilize our LPR integration with VehicleManager (CSO is already a customer). This will renew (if desired) at \$550 per vehicle per year. Demo license will be for one year.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.



VIDEOMANAGER EL SOLUTION DESCRIPTION

VideoManager EL simplifies evidence management, automates data maintenance and facilitates management of your department's devices.

It is compatible with V300 and VISTA body-worn cameras, as well as M500 and 4RE in-car video systems, enabling you to upload video evidence quickly and securely.

The optional SmartControl and SmartConnect smart device applications support live video streaming from body-worn cameras, allowing personnel to view footage captured by the cameras in the app.



VIDEO EVIDENCE MANAGEMENT

VideoManager EL delivers benefits to all aspects of video evidence management. From streamlining the evidence review process to automatically maintaining your stored data, VideoManager EL makes evidence management as efficient as possible. With VideoManager EL, you minimize the amount of time spent manually managing evidence, allowing your team to spend more time in the field.

Simplified Evidence Review

VideoManager EL makes evidence review easier by allowing you to upload captured video and audio from your in-field devices, sharing important information that groups relevant evidence together. This information includes a recording's date and time, device used to capture, event ID, officer name and event type. Incidents recorded from several devices can be found easily and viewed at the same time, eliminating the task of reviewing irrelevant footage.

Its built-in media player includes a visual display of incident data, allowing you to view moments of interest, such as when lights, sirens or brakes were activated during the event timeline, status of cameras and microphones and patrol speed graph.

Other relevant files, such as PDFs, spreadsheets, reports, third-party videos, audio recordings, pictures, drawings and applicable external files can also be grouped together and stored under a specific case entry, allowing all pertinent information to be stored together in Evidence Library.

Easy Evidence Sharing

VideoManager EL empowers you to easily share information in the evidence review or judiciary sharing process by exporting evidence data. It is capable of searching for data using various criteria, including import, export, playback, download, share and modification dates, allowing users to quickly find relevant evidence.



Automatic Data Maintenance

VideoManager EL lets you automatically organize the evidence data you store, allowing you to save time that would be spent manually managing it. It can schedule the automatic movement or purging of events on any basis, based on how you want to configure the system.

Security groups and permissions are easily set up in VideoManager EL, allowing you to grant individuals access to evidence on an as-needed basis.

Integration with In-Car and Body-Worn Cameras

Officers on the road are able to automatically upload encrypted video from in-car systems and body cameras. This eliminates the need for trips to and from the station solely for uploading data into the system.

Video and audio captured by M500, V300, 4RE and VISTA camera systems are automatically linked in VideoManager EL based on time and location. You can then utilize synchronized playback and export of video and audio from multiple devices in the same recording group, where video and audio streams can be matched together.

Optional Live Video Streaming

VideoManager EL integrates with SmartControl, an optional mobile application for Android and iOS that allows officers to review video evidence from their smartphone or tablet while they're still in the field.

SmartControl also allows officers to categorize recordings using event tags, stream live video from and change camera settings, such as adjusting field of view, brightness, and audio levels.

SmartConnect, an optional smartphone application, provides VISTA body-worn camera users with immediate in-field access to their body cameras. SmartConnect includes the ability to pair with VISTA cameras, adjust officer preferences, categorize recordings with incident IDs and case numbers, and play back recordings.

DEVICE MANAGEMENT

Agencies using VideoManager EL can assign users to devices, track them and streamline shift changes. You can easily manage, configure, update firmware and deploy in-car and body-worn cameras. Individual preference settings can be configured based on user profiles, allowing quick device transactions within a pooled or assigned device system. VideoManager EL also enables devices to be quickly exchanged between officers during shift changes. This minimizes the number of devices needed for your fleet.

Device Tracking

You can easily manage, configure and deploy your in-car and body-worn cameras in VideoManager EL. Devices can be assigned to personnel within VideoManager EL and tracked, helping agencies keep track of which users have specific devices.

Faster Shift Changes

VideoManager EL's Rapid Checkout Kiosk feature allows agencies using a pooled camera system to use fewer cameras. Cameras can be checked out at the start of a shift using an easy-to-use interface.



At the end of the shift, the camera can be returned to its dock, where the video is automatically uploaded and the camera is made ready to be checked out and used for the next shift.

Devices can also be configured to remember individual preference settings for each user, including haptic and audible alert volume level, screen brightness and camera aim. These settings are applied whenever a device is assigned to a specific officer. A variety of settings within VideoManager EL also enable you to configure devices to operate in alignment with your agency's policies and procedures.



MOBILE VIDEO PRODUCTS NEW SYSTEM STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of body-worn camera(s) and/or in-car video system(s) and your digital evidence management solution. For the purpose of this SOW, the term "Motorola" may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola's behalf to install your in-car video system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. All work will be performed during normal business hours based on the Customer's time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola's Master Customer Agreement and applicable addenda ("Contract").

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola's Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer's PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our Mobile Video offerings (i.e. in-car/body-worn cameras) require compliance with the FBI-CJIS Security Policy (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL



security controls as a guide. Motorola's Mobile Video system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the CJIS Security Policy Section 5.12 Personnel Security related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring CJIS Section 5.12 Personnel Security screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.



SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities

The Motorola Project Team will be assigned to the project under the direction of the Motorola PM. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Conduct equipment inventory if applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct daily status calls with the Customer during Go-Live.

Post Sales Engineer

The Post Sales Engineer will work with the Customer's Project Team on:

- Discovery validation.
- System provisioning.
- Covers the IT portion of the Project Kickoff Call with the Customer.
- Contracted data migration between two disparate digital evidence management systems (if applicable).



System Technologist (ST)

The ST will work with the Customer's Project Team on:

- Configure Customer's digital evidence management system.
- Inspect installation and configure hardware devices.
- Provide instructions to the Customer on how to configure the hardware.
- Review Deployment Checklist with the Customer.
- Develop and submit a Trip Report.
- Update Customer IP Map.

Professional Services Engineer (if applicable)

The Professional Services Engineer is engaged on projects that include integration between Motorola's digital evidence management system and the Customer's third-party software application. Their responsibilities include:

- Delivery of the interface between Motorola's digital evidence management system and the Customer's third-party software (e.g. CAD).
- Work with the Customer to access required systems/data.

Application Specialist (if applicable)

The Application Specialist will work with the Customer Project Team on system provisioning and education. The Application Specialist's responsibilities include but are not limited to:

- Deliver provisioning education and guidance to the Customer for operating and maintaining their system.
- Provide product education as defined by this SOW and described in the Education Plan.
- Provide on-site training based on the products the Customer purchased.

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training on-site or remote depending on the training topic and deployment services purchased.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car video systems (ICVs) into Customer vehicles. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include the following:

- **Required Training**
 - WTG0501 - M500 Vehicle Installation Certification (Remote) or WTG0503 - M500 Vehicle Installation Certification (Live)
 - Needs to be renewed yearly.
 - Needs to be submitted to the PM by the technician completing the installation no less than thirty (30) days prior to the installation.
 - Review of any previous Motorola Solutions Technical Notifications (MTNs).
- **Optional Training**
 - WGD00186 - M500 Installation Overview and Quick Start (NA)
 - Not required for installation. Available for the installing technician.
 - WGD00177 - M500 In-Car Video System Installation Guide
 - Not required for installation. Available for the installing technician.
 - MN010272A01 - M500 In-Car Video System Basic Service Manual



- Not required for installation. Available for the installing technician.

Other responsibilities the Motorola-certified installer may be involved in include the installation of cellular routers or Access Points. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support Services Team

The Customer Support Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources.



- Assume responsibility for all fees pertaining to licenses, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.
- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Maintain provisioning.
- Implement changes to Customer infrastructure in support of the proposed system.

Video Management Point of Contact (POC)

The Video Manager POC will educate users on digital media policy, participate in Discovery tasks, and complete the Video Management Administration training. The Customer is responsible for its own creation and enforcement of media protection policies and procedures for any digital media created, extracted, or downloaded from the digital evidence management system.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and provisioning process, including making decisions on global provisioning. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on provisioning, workflows, and department policies related to the proposed system.

Training POC

The Training POC will act as the course facilitator and is considered the Customer's educational monitor. The Training POC will work with Motorola when policy and procedural questions arise. They will be responsible for developing any agency specific training material(s) and configuring new users on the Motorola Learning eXperience Portal (LXP) system. This role will serve as the first line of support during Go-Live for the Customer's end users.



General Customer Responsibilities (if applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- Coordinate and facilitate communication between Motorola and Customer third-party vendor(s) as required.
- Motorola-certified installers must be certified through LXP for remote or in person installation training. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Active participation of Customer SMEs during the course of the project.
- Electronic versions of any documentation associated with business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide Virtual Private Network (VPN) remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to server(s).
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.
- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support.
- Provide all environmental conditions such as power, uninterruptible power sources (UPS), HVAC, firewall and network requirements.
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.



PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

PROJECT PLANNING SESSION

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
 - Contract documents.
 - A summary of contracted applications and hardware as purchased.
 - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
 - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Determine Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in LXP.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.

PROJECT KICKOFF

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.



Note – The IT Questionnaire is completed during the pre-sales process and prior to Contract award. The IT Questionnaire is given to Motorola at the time of offer acceptance. Delay in completing the IT Questionnaire may delay shipment of equipment. Motorola will not be responsible for any delays associated with or related to the completion of the IT Questionnaire.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss vehicle equipment installation activities and responsibilities.
- Discuss the equipment inventory process (if applicable).
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Discuss and deliver the Business Process Review (BPR) Workbook.
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the LXP training approach.
- Provide designated Customer administrator with access to LXP.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Provide VPN access to Motorola personnel to facilitate delivery of services described in this SOW.
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Provide Motorola with names and contact information to the designated LXP Administrator(s).

Motorola Deliverables

- Project Kickoff Meeting Minutes.
- BPR Workbook.
- Deployment Checklist.

DISCOVERY TELECONFERENCE

During the Discovery Teleconference, Motorola will meet with the Customer to define system configuration, as well as, agency recording and retention policies. This information will be documented in the Business Process Review (BPR) Workbook, which is used as a guide for configuration and provisioning decisions.

Motorola Responsibilities

- Facilitate Discovery Teleconference(s).
- Review and complete BPR Workbook with the Customer.



- Confirm Customer-provided configuration inputs.

Customer Responsibilities

- Gather and review information required to complete the BPR Workbook during the Discovery Teleconference.
- Schedule Customer Project Team and SMEs to attend the Discovery Teleconference. SMEs should be present to weigh-in on hardware, software and network components. Customer attendees should be empowered to convey policies and make modifications to policies as necessary.
- Return completed BPR Workbook no later than five (5) business days after the conclusion of the Discovery Teleconference.

Motorola Deliverables

- Completed BPR Workbook.



PROJECT EXECUTION

HARDWARE PROCUREMENT AND INSTALLATION

Motorola will procure contracted hardware as part of the ordering process. The hardware will be configured with a basic profile in line with the information provided by the IT Questionnaire or Discovery Teleconference for installation and configuration of the system. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Inventory equipment after arrival at Customer location (if applicable).
- Install backend server in Customer's designated area (if applicable).
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Verify remote connection to hardware.
- For an on-site deployment, Motorola will be responsible for verifying the body-worn camera Transfer Stations are connected to the Customer's network. The Customer is responsible for ensuring Motorola has the correct IP address(es) for configuring the Transfer Stations, and the Customer's network is operational.
- The installer will be responsible for installing the Access Point(s) (APs) if provided by Motorola (if applicable).
- The ST will verify whether the AP(s) are properly installed and connected to the network (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Procure Customer-provided equipment and make it available at the installation location.
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.).
- Verify the server is connected to the Customer's network.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to the CommandCentral cloud by utilizing the Customer's Internet connection (if applicable).
- Install Customer-supplied APs (if applicable).
- Verify APs are properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying the body-worn camera Transfer Stations are connected to their network.
- Confirm access to installed software on Customer-provided workstation(s).
- For body-worn cameras, the Customer will verify whether the Transfer Station(s) are connected to their network.

Motorola Deliverables

- Contracted Equipment.



- Equipment Inventory (if applicable).

In-Car Video System Configuration (if applicable)

The Motorola-certified installer will complete the installation of the in-car video (ICV) system(s) within the Customer-provided vehicle(s). The installer may also be responsible for installing cellular routers or WiFi radios inside the vehicle(s) for wireless upload of video to the Customer's digital evidence management system.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of ICVs. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of ICV configurations completed. If the Customer requires the ST to complete the full contractual number of ICVs at a later date and time, additional cost may be incurred. **Table 1-1** shows the number of ICVs an ST is contractually obligated to configure and test based on the number of ICVs purchased.

Table 1-1: Number of Contractual ICV Configurations

Number of ICV Purchased	Number of ICV to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Note – The Pricing Page will reflect in-car video installation services by Motorola if Motorola is responsible for the vehicle installations.

Motorola Responsibilities

- Setup server for ICV digital video recorder (DVR) configuration.
- Create configuration USB used to complete ICV hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of ICVs.
- Complete ICV configuration on a single vehicle, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining ICV configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed ICV hardware configurations.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

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- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to ICV (if applicable).
- Activities surrounding ICV (M500) interface to Automatic License Plate Recognition (ALPR) (if applicable).
 - Install Car Detector Mobile MDC Software on Customer-provided mobile data terminal (MDT) within the vehicle.
 - Configure MDC Network Card.

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete ICV hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for ICV hardware configuration(s).
- Make ICV hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of vehicle installation.

Motorola Deliverables

- Complete Functional Validation Plan as it applies to the proposed solution.

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. If a Motorola-certified installer is not used to install the ICV(s), Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing the ICV(s) through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For ALPR installations, an MDT is required for all vehicles (if applicable).

Body Worn Camera Configuration (if applicable)

The Transfer Station will be utilized to configure each body-worn camera according to the Business Process Review. In order for this process to be successfully completed, the Transfer Station must be connected to the Customer's digital evidence management system. The table below shows the number of body-worn cameras an ST is contractually obligated to configure and test based on the number of body-worn cameras purchased.

Table 1-2: Number of Contractual Body-Worn Camera Configurations

Number of BWC Purchased	Number of BWC to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10



Number of BWC Purchased	Number of BWC to Test
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Motorola Responsibilities

- Configure Transfer Station(s) for connectivity to the digital evidence management system.
- Verify the Transfer Station(s) is configured properly and connected to the network.
- Configure body-worn camera(s) within the digital evidence management system.
- Check out body-worn camera(s) and create a test recording.
- Verify completion of upload from body-worn camera(s) after it is docked in a Transfer Station or USB dock.
- Install and provide a demonstration of client software as part of the same on-site engagement as Go-Live, unless otherwise outlined in this SOW.

Customer Responsibilities

- Select physical location(s) for Transfer Station(s).
- Provide and install workstation hardware.
- Complete installation of client software on remaining workstations and mobile devices.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

Automatic License Plate Recognition (ALPR) Commissioning (if applicable)

This section highlights the responsibilities of Motorola and the Customer when an in-car video system interfaces with the Law Enforcement Archival Report Network (LEARN) database.

Motorola Responsibilities

- Create a Customer account in the LEARN system with user emails.
- Verify the Customer has installed and launched the Vigilant Car Detector Mobile Software per the Vigilant LEARN Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Car Detector Mobile MDC software installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.



SOFTWARE INSTALLATION AND CONFIGURATION

Motorola will install VideoManager Evidence Library (EL) software on a specified number of workstations dictated by the Contract. The Customer will be responsible for installing the software on the remaining workstations. Provisioning of VideoManager EL software will be done in accordance with the information contained in the BPR Workbook.

Installation of VideoManager EL software consists of the following activities:

- Delivery and installation of server hardware (if applicable).
- Network discovery.
- Operating system and software installation.
- Onboarding user / group identity set up.
- Provide access to the application.

VideoManager EL (if applicable)

The VideoManager EL software is an on-premises solution that requires an onsite server and supports both body worn cameras and in-car video systems.

Motorola Responsibilities

- Install software on a specified number of customer workstations and/or mobile devices.
- Use information provided in the BPR Workbook to configure VideoManager EL software.
- Test software using applicable portions of the Functional Validation Plan.
- Provide instruction on client software USB utility.

Customer Responsibilities

- Provide a network environment that conforms to the requirements presented in the Solution Description.
- Procure and install server and storage hardware at desired location in accordance with Solution Description requirements.
- Perform a power on test with Motorola.
- Provide assigned Motorola System Administrator with access to SQL database for installation purposes (Motorola's access will be revoked upon conclusion of the installation).
- For Active Directory integration, provide domain user (service account), security group (for application administrators including service account), and domain read access (if applicable).
- Provide workstation and/or mobile device hardware in accordance with specifications listed in the Solution Description.
- Complete online training.
- Complete installation of client software on remaining workstations and/or mobile devices.

VideoManager ELC (if applicable)

VideoManager ELC software is a cloud solution that does not require an onsite server and supports both body-worn cameras and in-car video systems.

Motorola Responsibilities

- Use information provided in BPR Workbook to configure VideoManager ELC software.
- Based on Customer feedback, perform the following activities:



- Create users, groups, and setup permissions.
 - Create event categories.
 - Set retention policies.
- Test software using applicable portions of the Functional Validation Plan.
- Ensure training POC can access the system.

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)**Motorola Responsibilities**

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.

CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.



DATA MIGRATION SERVICES (IF APPLICABLE)

The Customer is responsible for partitioning data to be converted from a legacy or on-premises digital evidence management system to an on-cloud solution as part of this offer. The Customer will have ten (10) business days to provide feedback after Motorola validates the migrated data. If feedback is not received on or before ten (10) business days, Motorola will assume the migration is complete.

Motorola Responsibilities

- Receive access to Customer video data.
- Perform contracted data migration and validation.

Customer Responsibilities

- Provide remote access to partitioned data to be migrated.
- Validate migrated dataset, and provide Motorola with feedback within ten (10) business days.

Completion Criteria

- A migrated dataset as defined in the Contract.

DEMS INTEGRATIONS AND THIRD-PARTY INTERFACES (IF APPLICABLE)

The integration between Motorola's digital evidence management system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

- Develop and configure interface(s) to support the functionality described in the Solution Description.
- Establish and validate connectivity between Motorola and third-party systems.
- Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the digital evidence management system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between digital evidence management system and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or Customer-provided third-party hardware or software.



SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote) depending on what is purchased. Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Education Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

ONLINE TRAINING (IF APPLICABLE)

Online training is made available to the Customer through LXP. This subscription service provides customers with unlimited access to our online training content and provides users with the flexibility of learning the content at their own pace. Training content is added and updated on a regular basis to keep information current.

Through LXP, a list of available online training courses, Motorola User Guides, and Training Material are accessible in electronic format.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of LXP for the Customer.
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During onboarding, assist the Customer with LXP usage.
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content.
- Provide instruction to Customer LXP Administrator on building groups.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training.
- Ensure network and Internet connectivity for Customer access to LXP.
- Customer's primary LXP Administrator is required to complete the following self-paced training: LXP Introduction (LXP0001), LXP Primary Site Administrator Overview (LXP0002), and LXP Group Administrator Overview (LXP0003).
- Advise users on the availability of training through LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Build groups as needed.

INSTRUCTOR-LED TRAINING (ON-SITE AND REMOTE, IF APPLICABLE)

Instructor-led courses are based on products purchased and the Customer's Education Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the Education Plan.



- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Education Plan.

Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.



PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

Provide Customer with survey upon closure of the project.



ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Videomanager EL Cloud (VMELC) must be connected to the Microsoft Entra ID (formerly known as Microsoft Azure Active Directory) for user authentication to the VMELC application. Microsoft Entra ID can be synchronized with the Customer's on-premises Active Directory using Azure AD Connect. If the Customer is using Microsoft Office 365, Motorola will be able to integrate with this Microsoft Entra ID.
- Must be 2003 or later for Microsoft Entra ID integration.
- Upload Speed Requirements for Hardware Devices
 - 5 Mbps + 3 Mbps per additional device.
 - This assumes it will take 8 hours to upload 5 GB of video on a device.
 - 40-50 Mbps per concurrent uploading device.
 - This assumes video is required to upload within 30-40 minutes with approximately 5 GB to upload.
- If the Customer is supplying an upload server to temporarily store video, please verify the server complies with the specifications provided in the Solutions Description.
- By default, M500 ICVs and V300/V700 BWCs do not need an upload server for cloud deployments. An upload server may be required depending on how many devices are uploading concurrently and the need for the Customer to upload video evidence at a given speed.
- Upload appliance required if using 4REs or VISTA body worn cameras connected to VideoManager EL Cloud
- Cellular upload of ICVs and BWCs (if applicable) requires an Ethernet connection to an LTE modem in the vehicle.
- If the Customer is supplying a server for VideoManager EL (On-premises) solution, the Customer must verify the server is not a Domain Controller.
- VideoManager EL for on-premises cannot be installed on a server running Active Directory or Exchange applications on the Customer's network.
- The ICVs are configured with a hidden SSID and WPA2-AES Security with a 128-bit Pre-shared Key. If another type of security is desired, the Customer will be responsible for configuring these security requirements into the ICVs. This information must be supplied through the IT Questionnaire in order for the factory to configure the correct security requirements.
- If the Customer is supplying their own Access Point, it must be 5 GHz 802.11n compatible.



M500 IN-CAR VIDEO SYSTEM SOLUTION DESCRIPTION

The M500 In-Car Video System is the first AI-enabled in-car video solution for law enforcement. It combines Motorola's powerful camera technology with our industry-leading digital evidence management software, VideoManager, to deliver high-quality digital evidence and real-time analytics.

The M500 offers the following benefits:

- Delivers exceptionally clear, evidence-grade video, from inside and outside the vehicle
- The M500 has three high-definition cameras, mounted on the front and rear windshield and in the cabin. The front camera has a 4K sensor, with an ultra high-definition recording resolution that captures both wide-angle and focused video streams. The cabin camera's infrared illumination allows backseat recording in total darkness, and a built-in microphone captures audio in the vehicle during recording.
- Works reliably, even in challenging situations
- The cameras and processor are small, rugged devices, easily and securely installed where they do not hinder any line of sight. They are tamper proof and built to withstand significant impact and severe weather conditions. Even if a vehicle is in a serious collision, the Uninterruptible Power Supply automatically kicks in to continue capturing evidence for those critical extra seconds.
- Protects video data, whether in transit or at rest
- The powerful core processor, with a 1 terabyte drive, securely stores all video footage, encrypting the data to prevent cyber threats.
- Provides users a reliable, easy-to-learn system
- Ease of use is at the heart of the M500. The interface is highly intuitive, and any feature can be accessed with no more than three touches of the control panel. Users can start a recording manually or program sensors to activate a recording when triggered – such as a siren, blue lights, vehicle speed, crash detection, wireless microphones, and more. After the recording starts and is categorized, everything is automated, including the uploading of footage to the system's evidence management software, VideoManager. There, recordings are easily managed, redacted, organized, and shared with all authorized parties, including first responders, fleet managers, investigative officers, supervisors, prosecutors, and legal teams.
- Increases efficiency
- The system's software makes it easy to search and analyze video footage, which can save countless hours for users and minimize human error.
- Promotes trust
- By providing a clear record of incidents that occur while officers are on duty, the M500 promotes trust between public safety agents and the communities they serve.
- Integrates seamlessly with other Motorola technologies
- The M500 offers additional benefits when working in conjunction with Motorola's V700 Body-Worn Camera or L5M License Plate Recognition camera and VehicleManager.
 - When used with the V700, the M500 in-car video system triggers the V700 to record at the same time. Officers can focus on the situation at hand, while the cameras – working together as a seamless system – capture synchronized recording from multiple vantage points. The footage is uploaded to and can be reviewed on the same system.



- When used with the L5M, both the LPR camera and the M500 feed their collected license plate data into Vigilant VehicleManager and display the information on a single interface. Working together, the systems increase coverage while maintaining ease of use through a shared user interface and database.

The M500 is a reliable and comprehensive mobile video solution that will enhance safety, promote accountability, and improve efficiency. It ensures that you always have the critical information needed for smarter, faster decisions to help keep officers and the communities they serve safe.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement"⁽¹⁾) that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"⁽¹⁾). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

LPR INTEGRATIONS & PARKING SOLUTION DESCRIPTION

LINC SOLUTION

Using the Motorola ALPR Engine, LinC leverages existing infrastructure to transform non-ALPR cameras into high-performing ALPR systems. LinC software analyzes camera and VMS streams to extract ALPR events, enhances the data with location, time, and vehicle details, and integrates seamlessly with VehicleManager Enterprise for comprehensive data management.



Key Features and Benefits:

- **Integration with Existing Hardware:** This solution utilizes existing VMS cameras, and processing can be done either centrally or at the edge to offer compatibility with any level of network infrastructure.
- **Comprehensive Data Management:** Integrates with VehicleManager Enterprise for centralized data storage and management.
- **Real-Time Processing:** Processes VMS-supported RTSP feeds into ALPR detections in real time and allows real-time alerting from the Vehicle Manager through email, TAS, and Mobile Companion.
- **Enhanced Cloud Processing:** This technique combines local processing of HD video streams with subsequent cloud-based vehicle detail analysis to enhance metadata collection and accuracy.
- **Flexible Compatibility:** Supports ONVIF or RTSP-compatible cameras with specific technical requirements.

AVIGILON CAMERA INTEGRATION

The Avigilon Camera Integration allows customers to convert their non-ALPR Avigilon cameras into ALPR-capable devices. This integration incorporates ALPR data within the VehicleManager Enterprise back-office solution, providing a scalable, secure, and fully integrated data management system.

Key Features and Benefits:

- **Engineering Support:** Includes ongoing support, new integrations and security patching.
- **Integration Services:** Facilitates local device configuration and troubleshooting without requiring additional development.
- **Camera Mapping:** Provides detailed geocode mapping and camera-specific filtering for precise ALPR data management.
- **Full Data Management:** Offers secure storage, access control, and watchlist alerting based on site retention policies.
- **Image and Advanced Analytics:** Enables post-processing of images for vehicle details and offers comprehensive search and trend analysis capabilities.

COMPETITIVE INTEGRATION

The Competitive Integration solution enables customers to integrate their third-party ALPR hardware with the VehicleManager back-office system. This integration ensures seamless data ingestion and management, allowing federated queries and data sharing as if sourced directly from Motorola cameras.



Key Features and Benefits:

- **Engineering and Integration Support:** Provides updates, new integrations, security patching, and data migration services.
- **Seamless Installation:** Ensures easy installation and configuration without additional development requirements.
- **Detailed Camera Mapping:** Allows precise 1:1 camera mapping, geocode mapping, and specific camera filtering.
- **Robust Data Management:** Supports data storage based on agency retention policies and integrates with national data-sharing programs.
- **Advanced Image Analytics:** Processes ALPR data for detailed vehicle information and facilitates advanced vehicle search and analysis.

WATCHGUARD INTEGRATION

The WatchGuard ICV integration enhances existing camera systems by enabling license plate recognition and real-time data transmission to CarDetector Mobile (CDM). This integration supports immediate alerting, data synchronization, and scalable expansion of LPR capabilities.

Key Features and Benefits:

- **On-Device LPR:** M500 cameras use an on-device engine to provide immediate license plate recognition.
- **Real-Time Alerts:** Data sent to CDM triggers hotlist alerts, ensuring quick response to critical information.
- **CDM Feature Access:** Utilizes advanced CDM features like Mobile Hit Hunter for improved alert management.
- **Data Synchronization:** Supports hotlist synchronization and detection sharing through the VehicleManager platform.
- **Scalability:** Allows for easy addition of more LPR cameras, ensuring expandable coverage and enhanced situational awareness.

PARKING TOOLKIT

Our customizable Parking Toolkit offers a comprehensive solution for managing and enforcing parking regulations. It supports fixed camera installations in garages and mobile enforcement, providing features like permit verification, digital chalking, and real-time occupancy statistics tailored to specific locations and schedules.

Key Features and Benefits:

- **Permit Enforcement:** Helps ensure only authorized vehicles park in designated areas, increasing compliance.
- **Digital Chalking:** Automates vehicle marking to monitor parking durations and enforce time-limited regulations.
- **Duplicate Permit Detection:** Identifies and prevents fraudulent permit usage, ensuring fair parking practices.
- **Excessive Detection Monitoring:** Tracks and reports excessive detections to address permit misuse.
- **Flexible Zone Setup:** Allows the creation of geo-zones or manual zones for precise parking enforcement.
- **Customizable Permit Schedules:** Enables tailored enforcement rules based on specific times and days.
- **Occupancy Statistics:** Provides real-time data on parking occupancy for efficient space management.



LICENSE PLATE RECOGNITION TECHNOLOGY STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of fixed or mobile License Plate Recognition (LPR) technology(s) and your License Plate Recognition Technology solution, if Deployment or Installation Services are purchased as part of the Contract. For the purpose of this SOW, the term "Motorola" may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola's behalf to install your License Plate Recognition Technology system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. The Customer is responsible for acquisition and use of a remote access tool that complies with the regulations controlling use of the remote access tool. All work will be performed during normal business hours based on the Customer's time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola's Master Customer Agreement and applicable addenda ("Contract").

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola's Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer's PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.



FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our LPR and License Plate Recognition Technology offerings require compliance with the *FBI-CJIS Security Policy* (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL security controls as a guide. Motorola's LPR system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the *CJIS Security Policy Section 5.12 Personnel Security* related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring *CJIS Section 5.12 Personnel Security* screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.



The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.

SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities (if applicable)

The Motorola Project Team will be assigned to the project under the direction of the Motorola Project Manager. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct status calls with the Customer throughout the Project up to and including Go-Live.

System Technologist

The System Technologist (ST) will work with the Customer's Project Team on:

- Camera programing
- Camera alignment



- Licensed Software Training
- Develop and submit Start Up and Commissioning Sign Off (SSU&C)

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training in accordance with the Training Plan provided to the Customer.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car and fixed LPRs. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include (but are not limited to) the following:

Required Training

- SSU&C Onsite Training
 - Included Certification testing completed and passed
- Networking (must meet one of the following three requirements)
 - CompTia Network + Certification
 - Networking Degree in IT
 - Basic Networking RDS003
- ASE Certification for Mobile Installers
- Electrical Certification
 - Electrical Certification/Permitting
 - Low Voltage Certification
 - High Voltage Certification
- Equipment Certification
 - Bucket Truck Certification
 - Any applicable testing equipment certification

Other responsibilities the Motorola-certified installer may be involved in include the fixed and/or mobile installation of cellular routers, wired networks, poles, trenching, and conduit runs as well as the manufacturing and/or service of trailers. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support and Services Team

The Customer Support and Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities (if applicable)

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.



Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources, if applicable to the solution.
- Assume responsibility for all fees pertaining to licenses, permits, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.



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- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Monitor firmware updates
- Implement changes to Customer infrastructure in support of the proposed system.

Agency Manager

The Agency Manager will act as the primary POC upon project completion.

- Push internal requests for updates through appropriate channels
- Monitor all firmware updates and all other security measures for physical hardware as required by the Customer internal policies
- Administer users
- Audit reports
- Manage Hotlist and Hotlist functionality
- Attend Agency Manager training
- Oversee or act as the training POC
- Ensure all Authorized Users are aware of usage restrictions and any applicable terms related to the use of the LPR System
- Controls appropriate use and data storage policies as well as procedures for the data maintained outside the LPR system. This includes when any information is disseminated, extracted or exported out of the LPR system
- Controls and is responsible for developing the policies, procedures, and enforcement for applying deletion/purging and dissemination rules to information within and outside of the LPR system.
- Ensure data and system protection strategies are accomplished through the tools provided by Motorola for account and user management features along with audit and alert threshold features.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and implementation process. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on workflows and department policies related to the proposed system.

General Customer Responsibilities (If Applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- **Customer Site.** If the Solution is to be installed at a Customer location ("Site"), the Solution will only be installed and/or evaluated at the Customer sites identified.
- Customer will be responsible for providing all necessary permits, licenses, and other approvals necessary for the installation and use of the Products and the performance of the Services at each applicable Site, including for Motorola to perform its obligations hereunder, and for facilitating Motorola's access to the Sites. This includes, but is not limited to providing a traffic safety plan to facilitate the safe deployment of all Equipment that is installed on, over, or near Sites with active roadways. No waivers of liability will be imposed on Motorola or its subcontractors by Customer or others at Customer facilities or other Sites, but if and to the extent any such waivers are imposed, the Parties agree such waivers are void. The Equipment used for the Services will only be located at such site.
- If the Solution is to be accessed remotely, Customer will only access Solution in the manner described by Solution documentation or as otherwise instructed by Motorola.



- Site Conditions and Issues. Customer will ensure that (a) all Sites are safe and secure, (b) Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies), (c) to the extent applicable, Sites have adequate physical space, air conditioning, and other environmental conditions, electrical power outlets, distribution, equipment, connections, and telephone or other communication lines (including modem access and interfacing networking capabilities), and (d) Sites are suitable for the installation, use, and maintenance of the Products and Services. This Agreement is predicated upon normal soil conditions as defined by the version of E.I.A. standard RS-222 in effect on the Effective Date.
- All costs associated with permitting.
- Supply a proper power source to all Motorola Solutions provided equipment.
- Provide ALL points of attachment for hardware that include fixed LPR Cameras and associated equipment and ensuring all equipment is attached in accordance with local policies and codes.
- Supply any new infrastructure required to mount or attach the Motorola Solutions hardware to.
- Trenching as required for the purpose of running electrical power
- All poles and existing infrastructure that are not being purchased from Motorola as part of the LPR solution.
- All Utility locates needed for impacted areas.
- Providing the communications point of attachment for each site.
- When cellular service is used as the point of connection, customer is responsible for providing cellular service and SIM cards if they are not being purchased from Motorola as part of the LPR solution.
- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- All work is to be performed by Motorola-certified installers. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Electronic versions of any documentation associated with business processes identified.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.
- Manage the Hotlist in accordance with the rules and regulations of the Customers State.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to fixed and mobile equipment.
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.



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- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support (if applicable).
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.

PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

Project Planning Session (if applicable)

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
 - Contract documents.
 - A summary of contracted applications and hardware as purchased.
 - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
 - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Confirm Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in associated training portals.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.



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Motorola Deliverables

- Project Kickoff Meeting Agenda.

Project Kickoff (if applicable)

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.

Note – The Detail Design Review (DDR), if applicable, is completed during the pre-sales process and normally completed prior to Contract award. Delay in the DDR review may impact the project schedule. Motorola will not be responsible for additional costs or delays incurred for Customer requested changes to the DDR.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss Mobile LPR equipment installation activities and responsibilities.
- Discuss Fixed LPR installation activities and responsibilities.
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Review the DDR, arranging for additional meeting for review as needed
- Review the Credentials Form
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the Training Plan.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Grant Motorola Support access in the License Plate Recognition Technology program
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.

Motorola Deliverables

- Project Kickoff Meeting Minutes
- Deployment Checklist



PROJECT EXECUTION

Hardware Procurement and Installation (if applicable)

Motorola will procure contracted hardware as part of the ordering process. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Verify remote connection to hardware.
- The installer will be responsible for installing all Motorola provided hardware.
- Installer will utilize a certified electrician when wiring power to equipment.
- Verify whether the hardware is properly installed, connected to the network, and positioned to capture license plate data. (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Provide Motorola with the correct IP address(es) for configuration
- Ensure the Customer's network is operational.
- Inventory LPR equipment after arrival at Customer location.
- Procure Customer-provided equipment and make it available at the installation location.
- Install backend server in Customer's designated area (if applicable).
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.)(if applicable).
- Verify the server is connected to the Customer's network and installed for use.(if applicable)
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to License Plate Recognition Technology
- Install Customer-supplied Access Points (if applicable).
- Verify all equipment directly connected to power is properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying all equipment is connected to their network
- Confirm access to installed software on Customer-provided workstation(s).

Motorola Deliverables

- Contracted Equipment



Mobile LPR Camera System (If Applicable)

The Motorola-certified installer will complete the installation of the Mobile LPR system(s) within the Customer-provided vehicle(s) or selected location. The installer may also be responsible for installing cellular routers or Wi-Fi radios inside the vehicle(s) for wireless upload of video and images.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of Mobile LPR cameras. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of Mobile configurations completed. If the Customer requires the ST to complete the full contractual number of Mobile LPR Cameras at a later date and time, additional cost may be incurred.

Note – The Pricing Page will reflect the Mobile LPR installation services by Motorola if Motorola is responsible for the installations.

Motorola Responsibilities

- Setup server for Mobile LPR digital video recorder (DVR) configuration.
- Create configuration USB used to complete Mobile LPR hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of Mobile LPRs.
- Complete Mobile LPR configuration on a single vehicle, and validate the configuration with the Customer.
- Point and aim the Mobile LPR camera for image capturing.
- Install Licensed Software on Customer-provided mobile data terminal (MDT)
- Configure MDT Network Card
- Enable AI in Video Manager
- Configure NetMotion (if applicable)
- Receive Customer approval to proceed with remaining Mobile LPR configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed Mobile LPR hardware configurations.
- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to the Mobile LPR (if applicable).

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete Mobile LPR hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for Mobile LPR hardware configuration(s).
- Make Mobile LPR hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of installation.

Motorola Deliverables

- Complete Configuration and camera aiming as it applies to the proposed solution.



Fixed LPR Camera System Configuration (If Applicable)

The Motorola-certified installer will complete the installation of the Fixed LPR system(s) within the Customers designated locations. The installer may also be responsible for installing cellular routers or Wi-Fi radios for wireless upload of video and images. In the instance where Customer has purchased a self-deploy or quick-deploy camera without deployment or installation, the below Motorola responsibilities will be absorbed by the Customer.

Motorola Responsibilities

- Review preliminary plans for installation
- Verify with customer that proper permits and authorizations have been obtained
- Identify installation locations (pole or infrastructure asset) on which to install the Fixed LPR camera
- Motorola-certified installer will install the Fixed LPR camera
- Point and aim the Fixed LPR camera for image capturing
- Install License Plate Recognition Technology Software

Customer Responsibilities

- Approve installation locations
- Obtain necessary permits and authorizations
- Provide power to installation locations
- Provide any required trenching
- Coordinate with local utility companies in the case of any interrupted service requests or instances

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. When cellular service is used as the point of connection, customer is responsible for providing cellular service, and SIM cards if they are not being purchased from Motorola as part of the LPR solution. If a Motorola-certified installer is not used for installation, Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing LPR cameras through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For in-car LPR installations, an MDT is required for all vehicles (if applicable).

Automatic License Plate Recognition (ALPR) Commissioning (If Applicable)

This section highlights the responsibilities of Motorola and the Customer when a Motorola In-Car Video (ICV) system interfaces with the LPR database.

Motorola Responsibilities

- Create a Customer account in the LPR data system with authorized user emails.
- Verify License Plate Recognition Technology software has been installed and launched per the Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Licensed Software MDT installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.



Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.

SOFTWARE INSTALLATION AND CONFIGURATION (IF APPLICABLE)

Motorola will install LPR software on a specified number of workstations. The Customer will be responsible for installing the software on the remaining workstations.

Licensed Software for the Mobile LPR Solution

Licensed Software is used in conjunction with Mobile LPR cameras. Installation consists of the following activities:

- Network discovery.
- Operating system and software installation.
- Onboarding user / system identity set up.
- Provide user access to the application.

License Plate Recognition Technology

License Plate Recognition Technology software is a cloud solution that does not require an onsite server and supports the full LPR Solution.

Motorola Responsibilities

- Based on Customer feedback, perform the following activities:
 - Create users, groups, and permissions.
- Test to ensure software is accessible to the Customer

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)**Motorola Responsibilities**

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.



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CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.

Third-Party Interfaces (if applicable)

The integration between Motorola's LPR system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

Develop and configure interface(s) to support the functionality described in the Solution Description.

Establish and validate connectivity between Motorola and third-party systems.

Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the LPR system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between the LPR and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or



Customer-provided third-party hardware or software. All APIs provided by Motorola or integrations with third-party software are provided AS IS. Motorola is not liable for any claims or damages associated with third party applications, or Customer-provided third party hardware or software.

SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote). Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Training Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

Online Training (if applicable)

Online training is made available to the Customer through LXP and/or Motorola vetted third party platforms.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer (if applicable).
- Establish an accessible instance of LXP for the Customer (if applicable).
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account..
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content (if applicable).
- Provide instruction to Customer on building groups.
- Coordinate third party platform usage and additional course offerings

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training (if applicable).
- Ensure network and Internet connectivity for Customer access to training platforms.

Instructor-Led Training (On-Site and/or Remote, if applicable)

Instructor-led courses are based on products purchased and the Customer's Training Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the provided Training Plan.
- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) with the required computer and audio-visual equipment for training.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Training Plan.



Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.

PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

- Provide Customer with survey upon closure of the project.



ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Customer is aware of and abiding by their States' laws, mandates and requirements in relation to the Hotlist
- Pole installations will be done on grassy/dirt/gravel areas or sites where excavation can easily be done with standard auger equipment.
- Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies)
- Information provided and approved in the Presales DDR process was accurate



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Purchase Order Checklist NA OM

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Tax Exemption Status

Signatures (As required)

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a **case number**.

Once checklist is complete, order still must go through **Order Validation/Credit Approval**



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***25.**

Consideration for authorization to extend the contract for RFQ #B242004, Galveston County Home Elevation Engineering Program submitted by the Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/27/25 3:48 pm



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 25, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: RFQ #B242004, Galveston County Home Elevation Engineering Program
Contract #CM24094

Gentlemen,

The contract associated with RFQ #B242004, Galveston County Home Elevation Engineering Program, is scheduled for its first extension on September 30, 2025. The contracted vendor for this service is Aran & Franklin Engineering, Inc.

No amendments to the contract have been requested at this time.

It is requested that the extension be authorized.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Rufus G. Crowder", is written over a horizontal line.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Adams, Ahmad
Sent: Monday, June 16, 2025 1:34 PM
To: Fleming, Melissa
Cc: Thomas, Elizabeth; Nofal, Faisal
Subject: RE: B242004 - Galveston County Home Elevation Engineering Prog

Good Afternoon Melissa,

Hope your day is going good.

Contract number **CM24094** with **Aran Franklin Engineering** will be extended. You can send our extension letter.

Thank you and let me know if you have any questions.



County of
Galveston

A handwritten signature in cursive script that reads "Ahmad Adams".

Grants Coordinator I
Department Of Professional Services

(409) 770-5543

ahmad.adams@galvestoncountytexas.gov

722 Moody Avenue, Galveston, Texas 77550

From: Thomas, Elizabeth <Elizabeth.Thomas@co.galveston.tx.us>
Sent: Monday, June 16, 2025 1:28 PM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytexas.gov>; Baher, Nancy <Nancy.Baher@co.galveston.tx.us>; Shannon, Michael <Michael.Shannon@co.galveston.tx.us>
Cc: Nofal, Faisal <Faisal.Nofal@galvestoncountytexas.gov>; Adams, Ahmad <Ahmad.Adams@galvestoncountytexas.gov>
Subject: RE: B242004 - Galveston County Home Elevation Engineering Prog

Good afternoon, Melissa.

I hope your Monday is going well.

Grants Administration has the Elevation Engineering contract with Aaron-Franklin.



THE COUNTY OF GALVESTON

RUFUS CROWDER, CPPO CPPB
PURCHASING AGENT

ERIN QUIROGA, MBA, CPPB
ASSISTANT PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
Galveston, Texas 77550
(409) 770-5371

Wednesday, June 25, 2025

ARAN & FRANKLIN ENGINEERING INC.
8419 EMMETT F LOWRY EXPRESSWAY
TEXAS CITY, TX 77591

RE: **CONTRACT NAME: Galveston County Home Elevation Engineering Program**
Contract # CM24094 / Bid B242004

Good day,

The resultant contract listed below is eligible for the first renewal and requires a response from your company to initiate the next contractual period.

- Contract Number: CM24094
- Contract Name: Galveston County Home Elevation Engineering Prog
- Bid Number: B242004
- Extension Period: 09/30/2025 – 09/29/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County

ACCEPTED BY (signature)

CEO

TITLE

DATE 6-25-2025

SPECIAL PROVISIONS

**REQUEST FOR QUALIFICATION
GALVESTON COUNTY HOME ELEVATION
ENGINEERING SERVICES
GALVESTON COUNTY, TEXAS**

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SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

The Special Provisions and the General Provisions of this Request for Qualification and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

The services requested from this solicitation effort are governed by the provisions stated in GOVERNMENT CODE, CHAPTER 2254, PROFESSIONAL AND CONSULTING SERVICES, SUBCHAPTER A, PROFESSIONAL SERVICES, Sec. 2254.001, also known as the Professional Services Procurement Act. Galveston County will select a provider of professional services or a group or association of providers or award a contract for the services based on the following:

- (1) *on the basis of demonstrated competence and qualifications to perform the services; and*
- (2) *for a fair and reasonable price.*
- (b) *The professional fees under the contract may not exceed any maximum provided by law.*

A. PURPOSE

Galveston County is seeking technical qualification statements from perspective engineers/firms to engineer-design the elevation of single-family dwellings impacted by Hurricane Harvey throughout the county to mitigate against future flooding. **This RFQ is for engineer-design only.** A separate RFP will be issued for elevation construction when 100% engineer-designs are completed.

The County intends to award task order driven contracts with one or more engineers/firms specifically qualified in single-family dwelling elevations of various sizes and location types within the county.

When a qualified pool of engineers has been established, individual task orders will be issued to engineer/firms to the County's discretion.

B. GENERAL INFORMATION

Galveston County was awarded federal grant funds through the Hazard Mitigation Grant Program (TDEM Grant No. 0025 & 00239) to elevate up to one-hundred (100) homes throughout the island and mainland areas of the county.

Galveston County intends to contract directly with the engineer/firms and sub-contracted engineers will not be honored. Contract engineers/firms must provide evidence they are licensed in the state of Texas.

Galveston County intends to batch properties, when appropriate, using jurisdictional lines, permitting authorities, and potential geotechnical environmental landscape factors.

C. EXCEPTIONS TO QUALIFICATION CONDITIONS

The Respondent will list on a separate sheet of paper any exceptions to the conditions of this request for Proposal. This sheet will be labeled, "Exceptions to Qualification Conditions", and will be attached to the response.

If no exceptions are stated, **it will be understood that all general and special conditions will be complied with, without exception.**

The Respondent must specify in its response any alternatives it wishes to propose for consideration by the County. Each alternative should be sufficiently described and labeled within the response and should indicate its possible or actual advantage to the program being offered.

The County reserves the right to offer these alternatives to other Respondents.

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

D. PROCUREMENT TIMELINE

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Respondents of any changes:

Advertise Solicitation (first date of publication)	Tuesday, November 21, 2023
Advertise Solicitation (second date of publication)	Tuesday, November 28, 2023
Non-mandatory Pre-Qualification Meeting	Wednesday, December 6, 2023 @ 10:00 am
Deadline for Questions & Inquiries	Monday, December 11, 2023 by 5:00 pm
Submission Deadline / RFQ Opening	Thursday, January 4, 2024 at 2:15 pm

Interested parties may attend the 2:15 p.m., Thursday, January 4, 2024 bid opening virtually by using the following link:

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=mc20d8af111eb6e96a9a2a44b93ddbe63>

Join by meeting number

Meeting number (access code): 2489 150 1573

Meeting password: B242004 (2242004 from video systems)

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24891501573## US Toll

Join by phone

+1-415-655-0001 US Toll

Global call-in numbers

Join from a video system or application

Dial 24891501573@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

E. NON-MANDATORY PRE-QUALIFICATION MEETING:

Interested parties may attend the 10:00 a.m., Wednesday, December 6, 2023 non-mandatory pre-qualification meeting virtually by using the following link:

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=m9d83864511e34f4116b67ded3e2ad546>

Join by meeting number

Meeting number (access code): 2494 272 0171

Meeting password: B242004 (2242004 from video systems)

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24942720171## US Toll

Join by phone

+1-415-655-0001 US Toll

Global call-in numbers

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

Dial 24942720171@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

F. SUBMISSION INSTRUCTIONS

One (1) single-sided unbound original qualification statement and five (5) single-sided qualification statement copies, must be submitted no later than **2:15 P.M. CST, on Thursday, January 4, 2024, to the following:**

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The timestamp clock located in the Purchasing Agent's office shall serve as the official timekeeping piece for this solicitation process. Any qualification statements received after **2:15 P.M. CST** on the specified date will be returned unopened. Qualification statement specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <http://www.galvestoncountytexas.gov/county-offices/purchasing>.

G. PERFORMANCE AND PAYMENT BONDS

Performance and Payment bonds are not a requirement of this solicitation..

H. BEST AND FINAL OFFERS (BAFO)

The Best and Final Offer process is not applicable to this solicitation.

I. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates are not requirements of this solicitation.

J. PERSONNEL TO CONTACT

Respondents desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Respondent, which in the opinion of the County affects all Respondents or would be prejudicial to other Respondents if not communicated, shall be furnished to all Respondents as an addendum to the solicitation. Respondents **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Respondents must e-mail their requests (with the subject line "Galveston County Home Elevation Engineering Project- RFQ #B242004- Questions") for additional information and/or clarification to the address listed above. The request must include the Responder's name and the solicitation number and title.

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date. Late requests or those not delivered to the proper address may not receive a reply. Respondents shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an RFI submittal. Respondents should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County's procurement web page. **It is the Responder's sole responsibility to ensure receipt of all addenda prior to submitting its response.** All Respondents should check the County's procurement web page for all addenda prior to submitting a response.

The County's procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>. The Respondent must acknowledge the receipt of all addenda on the forms provided. In the event a Responder fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determine that such failure to acknowledge any or all addenda does not materially affect the solicitation and waive the acknowledgement of one or more addenda.

Respondents who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Responder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Responder shall be responsible to monitor the County website for new or revised solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

K. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT

The Program Administrator/Contract Managers that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

**Elizabeth Thomas
Grants Administration Manager
722 Moody, (21st St.), 3rd Floor
Galveston, TX 77550**

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, that pricing meets the agreed-upon pricing methodology as specified in the contract, and that funds are available.

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

L. DISCREPANCIES IN RESPONSES

The original and copies should be identical. However, if a discrepancy or discrepancies are found between two or more copies of the SOQs, the original will provide the basis for resolving such discrepancies. If one copy of the SOQ is not clearly marked "ORIGINAL" the County may reject the SOQ. However, the County may, at its sole discretion, select one clearly marked copy to be used as the original.

M. RESPONSE FORMATTING

Respondents shall carefully read this request for qualifications in its entirety and submit its response as specified herein.

- The combined number of pages between corporate profile and project approach (Tabs 2 and 3) shall not exceed fifteen (15). Respondent may choose any internal breakdown for the 15-page limitation.
- Front and back covers, divider pages, and table of contents do not count towards any page limitation. Annual reports, resumes/CVs, financials, and enclosed Vendor Forms do not count towards any page limitation.
- Pages shall be limited to standard letter size, 8.5 by 11.0 inches, except organizational charts and graphics may include folded/pull-out pages that when folded fit within the 8.5 by 11.0 inches.
- Pages shall be numbered sequentially, with the first page of the Introduction serving as page number one (1).
- Font size is limited to no smaller than font size 11, except that organizational charts, other graphics, and footers may be as small as font size 9.
- The responses are each to be provided within a three-ring binder (or thumb drive) include an accurate table of contents, and be organized/tabbed in the sections described below. Additionally, the original binder shall be labeled "Original", and copies shall each be labelled "Copy" with sequential numbering.

If complete responses cannot be provided without referencing supporting documentation, such documentation must be provided with the SOQ, with specific references made to the section tab number, page, and/or paragraph where the supporting information can be found. SOQs are to be prepared in such a way as to provide a straightforward, concise delineation of capabilities to satisfy the requirements of this RFQ.

Emphasis should be concentrated on conformance to the RFQ instructions, responsiveness to the RFQ requirements, and on completeness and clarity of content.

N. REQUIREMENT OF RESPONSES

Respondent shall provide one (1) single-sided original and five (5) single-sided hard copies of its Statement of Qualifications, to the Purchasing Agent on or before the deadline specified herein.

Respondents shall clearly indicate which project or projects are being submitted for consideration in their cover letter.

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

O. INSURANCE

Respondent must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Respondents may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Respondent has such insurance. Provided however, that successful Respondent(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Respondent commences any work hereunder. **Insurance shall be placed with insurers having an A.M. Best's rating of no less than A.** Such insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

Workers' Compensation Insurance. Respondent shall carry in full force Workers' Compensation Insurance Policies, if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Respondent shall carry in full force commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Respondent shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than \$1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.

Professional Liability. Respondent shall carry in full force professional liability insurance with limits of not less than \$1,000,000.00.

Subrogation Waiver. Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under the agreement.

P. MANDATORY REQUIREMENTS

Galveston County intends for the resultant contract's scope of work to include

- 1) Kick-off meeting with Galveston County
- 2) Engineer-design of one or more single family dwellings,
- 3) Development of permit requirements and cost estimate for each property
- 4) Development of RFP for elevation construction contractors, and
- 5) Elevation construction advisement, milestone inspections and construction invoice reviews

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

Q. INVOICES

Invoices must be itemized indicating all services, materials, and supplies used. Invoices must be submitted to:

**Galveston County Auditor's Office
Attn: Accounts Payable
P.O. Box 1418
Galveston, Texas 77553**

Failure to submit invoices to the above address or failure to include the Purchase Order Number will result in delay in payment.

Contractor must accept purchase order numbers for specified supplies, equipment, and/or services. Contractor shall not perform any work or release any supplies and/or equipment to any authorized representative of the County of Galveston unless a valid purchase order number issued by the office of the Galveston County Purchasing Agent accompanies the order or if vendor can comply with the provision as stated in the General Provisions, page 5, item 13, Procurement Card Program.

Payment for any items issued without prior receipt of a valid purchase order number may become the sole responsibility of the successful contractor.

R. EVALUATION CRITERIA

An evaluation committee shall review and evaluate the responses timely submitted to the County Purchasing Agent resulting from this solicitation effort. Responses shall be reviewed by the evaluation committee and shall be evaluated in accordance with the evaluation criteria listed herein. The evaluation committee will determine which responses are qualified based on the criteria listed below. The evaluation committee shall evaluate and score each response. The points from each scoring category will be comprised from the following:

- **Tab 1 – Qualitative** **25%**
Evidence of engineer's ability to engineer-design single-family Dwelling elevations.

Please provide profiles for each principal engineers' professional And technical competence/experience with single-family dwelling Elevations.

Please provide proof of Texas Engineering licensure for each engineer To be assigned to the contract.
- **Tab 2 – Capabilities and Capacities** **25%**
Evidence of engineer's/firm's ability to handle in a one-year Period the engineer-design of
 - 1) A single-family dwelling elevation
 - 2) Batch of up to twenty (20) single family dwellings, and/or
 - 3) Multiple batches.

The subject elevations are funded through a grant and must be designed and elevated within a one-year timeframe.

SPECIAL PROVISIONS

REQUEST FOR QUALIFICATION GALVESTON COUNTY HOME ELEVATION ENGINEERING SERVICES GALVESTON COUNTY, TEXAS

Please provide an estimate of time to perform a complete set of engineered drawings for a single-family dwelling.

Please provide information for your/firm's ability to complete each of the three options mentioned above for a twelve-month period beginning in the first quarter of 2024 and ending by mid-year 2025.

Please provide a statement of your/firm's ability to sustain operations for up To 45 days between invoice payments.

- **Tab 3 – Methodology** **25%**
Engineer's/firm's plan to perform the contract scope of work as Described in this RFQ

Please provide a description for your/firm's plan to successfully Complete each scope of work activity:

- 1) Kick-off meeting with Galveston County,
- 2) Engineer-design of one or more single-family dwelling(s)
- 3) Development of accurate permit and cost estimates,
- 4) Development of RFPs for selection of elevation construction contractors for single-family home elevations and
- 5) Oversight of elevation construction, milestone inspections and Invoice review

- **Tab 4 – Past Performance** **25%**
Engineer/firm's experience in cost control, local building codes, quality of work, and compliance with performance schedules.

Please provide a statement of your/firm's history and past performance With engineer-design for single-family dwelling elevations.

Please provide at least three (3) references to speak to engineer/firm's Ability to work well with elevation construction contractors and/or Any previous work with local government entities.

By the submission of its Statement of Qualification (also called response) in this Request for Qualification, the Respondent accepts the requirements, formatting, and evaluation process herein.

Remainder of page intentionally left blank

SPECIAL PROVISIONS

**REQUEST FOR QUALIFICATION
GALVESTON COUNTY HOME ELEVATION
ENGINEERING SERVICES
GALVESTON COUNTY, TEXAS**

S. REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of submittal and deemed as non-responsive. It is the responsibility of the Bidder to ensure that Bidder has received all addenda.

Items:

Confirmed (X):

1. Required Documents Checklist (this page)

#1 _____ #2 _____ #3 _____ #4 _____

2. Addenda Acknowledgement (if any)

3. One (1) original, and five (5) copies of submittal

4. ATTACHMENT A - Vendor Qualification Packet

5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility

6. ATTACHMENT C - Certification Regarding Lobbying Form

7. ATTACHMENT D - Non-Collusion Affidavit

8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel

9. ATTACHMENT F - Prohibition on Contracts with Certain Companies

8. ATTACHMENT G - Information for Notice

10. ATTACHMENT H - References

Person to contact regarding this qualification: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bind the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***26.**

Consideration for authorization to extend the contract for RFP 24-011 Nuisance Abatement
Services submitted by the Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/27/25 3:52 pm



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 25, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: RFP 24-011, Nuisance Abatement Services
Contract #CM24264

Gentlemen,

The contract associated with RFP 24-011, Nuisance Abatement Services, is scheduled for its first extension on September 30, 2025. The contracted vendor for this service is JTB Services, Inc.. No amendments to the contracts have been requested at this time.

It is requested that the extension of this contract be authorized.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rufus G. Crowder", is written over a horizontal line.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston



THE COUNTY OF GALVESTON

RUFUS CROWDER, CPPO CPPB
PURCHASING AGENT

ERIN QUIROGA, MBA, CPPB
ASSISTANT PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
Galveston, Texas 77550
(409) 770-5371

Wednesday, June 25, 2025

JTB SERVICES INC
9026 LAMBRIGHT
HOUSTON, TX 77075

RE: **CONTRACT NAME: Nuisance Abatement Services**
Contract # CM24264 / Bid 24-011

Good day,


The resultant contract listed below is eligible for the first renewal and requires a response from your company to initiate the next contractual period.

- Contract Number: CM24264
- Contract Name: Nuisance Abatement Services
- Bid Number: 24-011
- Extension Period: 09/30/2025 – 09/29/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County


ACCEPTED BY (signature)

DATE 06-25-2025


TITLE

Dickey, Tammy

From: Ellison, Jack
Sent: Friday, June 13, 2025 2:47 PM
To: Fleming, Melissa
Cc: Porretto, Henry
Subject: Re: Bid 24-011 - Nuisance Abatement Services

Melissa,

Yes, Nuisance Abatement would like to offer JTB services an extension.

Thanks,



Jack Ellison
Nuisance Abatement Division
Galveston County Sheriff Office
O. (409) 766-4509 | C. (409) 974-6961

From: Fleming, Melissa <Melissa.Fleming@galvestoncountytexas.gov>
Sent: Friday, June 13, 2025 2:00 PM
To: Ellison, Jack <Jack.Ellison@co.galveston.tx.us>
Subject: Bid 24-011 - Nuisance Abatement Services

Hello Jack,

The bid for Nuisance Abatement Services will be due for the first extension on 09/30/2025. Please advise if you wish to offer JTB Services Inc an extension.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytexas.gov



**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

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The Special Provisions and the General Provisions of this Request for Proposal and the Exhibits attached hereto are made a part of the agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>.**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business:
<https://galvestoncountytexas.bonfirehub.com/portal/?tab=login>

There is no cost to register as a vendor. For more detailed clarification and information on how to register and submit your bids and proposals through Bonfire, click on the video link below:

Submission Video: <https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission->

A. PURPOSE:

Galveston County is seeking a responsive, responsible contractor to provide Nuisance Abatement Services. It is the goal of this procurement effort to secure a firm-fixed-price contract from a contractor whose evaluated proposal meets or exceeds the material terms and conditions of this RFP.

This solicitation effort shall be evaluated based upon the agreed-upon pricing proposed on the Bid Item Cost Proposal Forms as well as other factors listed herein.

**B. DEFINITIONS (As mentioned in FAR Subpart 52.2—Text of Provisions and Clauses)
52.202-1 Definitions.**

Definitions (Nov 2013)

When a solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulation (FAR), the word or term has the same meaning as the definition in FAR 2.101 in effect at the time the solicitation was issued, unless—

- (a) The solicitation, or amended solicitation, provides a different definition;
- (b) The contracting parties agree to a different definition;
- (c) The part, subpart, or section of the FAR where the provision or clause is prescribed provides a different meaning; or
- (d) The word or term is defined in FAR Part 31, for use in the cost principles and procedures.

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C. PROCUREMENT TIMELINE:

A timeline for this RFP and initial process is included below. Galveston County reserves the right to change these dates and will notify proposers of any changes via addendum:

Advertise RFP (first date of publication)	Thursday, August 15, 2025
Advertise RFP (second date of publication)	Thursday, August 22, 2024
Deadline for Questions & Inquiries	Thursday, August 29, 2024 by 5:00 P.M.
RFP Solicitation Deadline / Proposal Opening	Thursday, September 12, 2024 at 2:30 P.M.

Interested parties may attend the Thursday, September 12, 2024, 2:30 P.M. bid opening virtually by using the following link:

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=m30e847f9940d2f42828d37ae0c29996a>

Join by meeting number
Meeting number (access code): 2491 634 8331

Meeting password: 24-011 (240011 when dialing from a video system)

Tap to join from a mobile device (attendees only)
+1-415-655-0001,,24916348331## US Toll

Join by phone
+1-415-655-0001 US Toll
Global call-in numbers

Join from a video system or application
Dial 24916348331@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

D. SUBMISSION INSTRUCTIONS (For Walk-in Submittals Only)

One (1) unbound single-sided original, and three (3) single-sided copies must be submitted no later than 2:30 P.M. CST, on Thursday, September 12, 2024:

**Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550**

The time stamp clock located in the Purchasing Agent's office shall serve as the official time keeping piece for this solicitation process. Any proposals received after 2:30 P.M. CST on the specified date will be returned unopened.

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Proposal Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <https://www.galvestoncountytexas.gov/county-offices/purchasing>

E. BID/PROPOSAL GUARANTEE

A bid bond is not a requirement of this solicitation request.

F. PERFORMANCE AND PAYMENT BONDS

Performance and Payment Bonds are not a requirement of this solicitation request.

G. BEST AND FINAL OFFERS (BAFO)

The Best and Final Offer process is applicable to this solicitation.

H. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates are requirements for this solicitation.

Attention is called to the fact that not less than, the federal determined prevailing (Davis-Bacon and Related Acts) wage rates are required to be paid to laborers and mechanics. When required by Federal program legislation, all prime construction contracts in excess of \$2,000 must include a provision for compliance with the Davis-Bacon Act as supplemented by the Department of Labor regulations (29 C.F.R. part 5 "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractor must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. In addition, contractors must be required to pay wages not less than once a week. In addition, the successful bidder must ensure that employees and applicants for employment are not discriminated against because of race, color, religion, sex, age, or national origin. Please reference the General Provisions, item 69, Procurement Laws, sub-item 3, **Davis-Bacon Act as amended (40 U.S.C.3141-3148)**.

I. PERSONNEL TO CONTACT REGARDING THIS SOLICITATION

Proposers desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Proposer, which in the opinion of the County affects all responders or would be prejudicial to other proposers if not communicated, shall be furnished to all proposers as an addendum to the solicitation. Proposers **must** direct all inquiries to the following:

**Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody), 5th Floor
Galveston, Texas 77550
E-mail: purchasing.bids@co.galveston.tx.us**

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Proposers must e-mail their inquiries (with the subject line “Nuisance Abatement Services – RFP 24-011– Questions”) for additional information and/or clarification to the address listed above. The request must include the Proposer’s name and the RFP number and title. ***Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the proposals due date.*** Late requests or those not delivered to the proper address may not receive a reply. Proposers shall not attempt to contact the County by any other means. The Purchasing Agent’s Office shall post the answers to the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the Proposal Submission Date. The County, at its sole discretion, may not issue a response to a RFI submittal. Proposers should not rely on any oral or written representations, statements, or explanations, other than those made in this RFP or in any written addendum to this RFP. Where there appears to be conflict between the RFP and any issued addenda, the last addendum issued will prevail. Addenda will be posted and made available on the County’s procurement web page. It is Proposer’s sole responsibility to ensure receipt of all addenda prior to submitting its proposal. All Proposers should check the County’s procurement web page for all addenda prior to submitting a response. The County’s procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>.

The Proposer must acknowledge the receipt of all addenda on the forms provided. In the event a Proposer fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determine that such failure to acknowledge any or all addenda does not materially affect the Proposal and waive the acknowledgement of one or more addenda.

Proposers who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the proposal receipt date or in sufficient time for the Proposer to prepare a responsive or competitive submittal.

J. PROGRAM ADMINISTRATION

Unless otherwise provided by specific provisions under this agreement, contractor operations and activities related and provided for in this agreement will be under the supervision of the Galveston County Chief Financial Officer or his designated representative who for the purpose of this contract are:

**Garret Foskit
Nuisance Abatement and Game Room Administrator
1620 Gill Road
Dickinson, TX 77539**

The Galveston County Commissioners Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant

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contract, and that pricing meets the agreed upon pricing methodology as specified in the contract, and that funds are available.

K. REQUIREMENTS OF REQUEST FOR PROPOSAL

Respondent shall provide one (1) single-sided original and three (3) single-sided hard copies of its response to the Purchasing Agent on or before the submission deadline specified herein. Font size is limited to no smaller than font size 11, except that organizational charts, other graphics, and footers may be as small as font size 9.

L. SCOPE OF WORK

It is the intent of these specifications to secure a firm-fixed-price term contract to furnish demolition and clearing services. Brand names or equal descriptions may be used as a means to define the performance or other salient requirements of this solicitation. Any references to brand names are for bidding purposes only and are not meant to create a restrictive environment to competitive bidding.

Possible operations to be performed under this contract include:

1. clearing and grading site;
2. removing structures (commercial and residential) and their contents;
3. removing debris, such as tires, vehicles, trash, and vegetation (including trees, if requested);
4. removing black top or cement slabs if severely damaged;
5. removing fences (all types);
6. abatement of any special or hazardous materials, including asbestos, per TCEQ, USEPA, NESHAPS, TXDSHS, and all other applicable regulations;
7. busting and filling septic tanks or swimming pools; and
8. removing damaged sidewalks and driveways.

The site must meet the approval of the Program Administrator after demolition.

Various lots or acreage shall be cleared of all structures and left in a level condition upon completion of grading.

UNLESS IT IS TO FACILITATE THE DEMOLITION OF THE STRUCTURES (S), NO TREES ARE TO BE REMOVED DURING THE DEMOLITION PROCESS UNLESS SPECIFIED BY PROGRAM ADMINISTRATOR. THIS WILL BE DETERMINED DURING THE SITE INSPECTION.

Extreme caution and planning are urged in the disconnecting of any and all utilities (water, sewage, electricity, cable TV, etc.), in an effort not to interfere with any other residences in the area.

All bids are based on an AS-IS-WHERE-IS basis and any salvageable appliances, fixtures, etc. ARE NOT to be considered in the bidder's quotation, although the residence and all contents abandoned become the property of the successful bidder.

M. SPECIAL PROPOSER NOTE

Please read carefully the detailed specifications for subject contract. Demolition work may include the removal of severely damaged concrete slabs, sidewalks, driveways, swimming pools, garages, shed, barns, fencing, etc. After completion of all work, dirt, grass, and trees shall remain on a level-graded site.

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DO NOT COVER UP CONCRETE OR OTHER DEBRIS IN THE CLEARING PROCESS.

**IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO HAVE ALL UTILITIES
DISCONNECTED BEFORE DEMOLITION COMMENCES!**

N. SPECIAL REQUIREMENTS

Each proposer is requested to thoroughly review the solicitation specifications in order to familiarize themselves for the requested demolition work.

Quotations shall be submitted on a net total bid basis subject to estimated quantities as detailed on the proposal form. Please detail any charges for requested work not specifically requested on the proposal form.

O. PAYMENT

Acceptance and payment are to be conditioned upon completion of designated work to the satisfaction of the Program Administrator and in accordance with all conditions and requirements, as detailed herein.

For payment purposes, the Contractor shall measure each structure and related items to be demolished. These figures shall be approved by the Program Administrator IN WRITING. This procedure must be completed before any work is to commence.

The basis of payment shall be the Net Total Bid to demolish and remove all debris from the property and shall include all costs of labor, materials, equipment, tools, incidentals, fees, inspections, re-inspections, permits, and all code and ordinance requirements necessary to complete the work in accordance with plans and specifications. Galveston County is tax-exempt and therefore taxes should not be added to the bid price.

Contractor shall invoice for each COMPLETED DEMOLITION by site. Payment may be expected from the County Auditor's Office within approximately thirty (30) days from date of stamp receipt of invoice in that office.

P. COMPLETION TIME

Galveston County expects demolition and removal work for any one structure or site to begin no later than ten (10) working days after the date of its written notice to proceed by the County or its Program Administrator, and to be completed at the site not later than two (2) days for structures between 0 and 1,500 square foot sites larger to be determined at that time. The completion time frames may be changed with approval from the Program Administrator on a case-by-case basis. If an order contains more than one site for demolition and removal work, the Contractor must begin no later than ten (10) working days after its notice to proceed and to complete work on sites not later than thirty (30) working days after the date the order for nuisance abatement is received by the Contractor. It is the intent of this bid to complete all demolition work as expeditiously as possible; therefore, prospective bidders be warned that delays in work WILL NOT BE PERMITTED. Failure to perform in an expedient and professional manner will not be tolerated.

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Q. FILLING VOIDS

The Contractor shall comply with the following:

- Completely fill below-grade areas and voids resulting from demolition of structures;
- Use satisfactory soil materials free from debris, trash, frozen materials, roots, and other organic matter;
- Prior to placement of fill materials, ensure that areas to be filled are free of standing water, frost, frozen materials, trash, and debris;
- Place fill materials in horizontal layers not exceeding 6" in loose depth. Compact each layer at optimum moisture content of fill materials to a density equal to original adjacent ground, unless subsequent excavation for new work is required. VOIDS WILL NOT BE ALLOWED AND CONTRACTOR SHALL COMPACT GROUND TO FILL-IN BELOW GRADE AREAS;
- After fill placement and compaction, grade surface to meet adjacent contours and to provide flow to surface drainage structures.

R. PIERS

ALL PIERS TO BE REMOVED ARE TO BE CUT 24" BELOW GROUND LEVEL. Fill dirt shall be used to fill the void and compacted every 8".

S. FILL DIRT

All fill dirt used shall be documented by a delivery ticket for the purchase of said material.

T. DISPOSAL OF DEMOLISHED MATERIALS

The Contractor shall remove from the site all debris, rubbish, and other materials resulting from demolition operations and dumped on the property. The Contractor shall provide landfill disposal documentation to the County, showing the amount by volume of debris and trash taken from a jobsite to a landfill and the charge made by the landfill to the Contractor for such disposal.

The burning of materials is not permitted on site.

U. REMOVAL

Contractor shall be responsible for the removal of all debris caused by Contractor's work and disposal of said debris at an approved dumping site meeting all city, county, state and federal regulations.

V. GENERAL TERMS AND CONDITIONS

1. STATUS OF CONTRACTOR:

The Contractor shall at all times be considered to be an independent contractor and will not hold itself or its employees out to be employees or agents of the County of Galveston.

The Contractor shall provide, at the Contractor's expense, competent, full-time supervision of the work while actually in progress.

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2. ASSIGNMENT AND SUBLETTING:

The Contractor will retain full control over this contract and will not assign or subcontract said contract without the prior written consent of the County. Failure to request consent shall be grounds for default under this Contract. The Contractor further agrees that assigning or subcontracting any portion or feature of the work shall not relieve the Contractor from its full obligations under this contract.

If consent is granted by the County, successful contractor must take all necessary steps to assure that minority businesses, women's business enterprises and labor surplus area firms are used when possible. Affirmative steps must include the following:

- a) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- b) Assuring that small and minority business, and women's business enterprises are solicited whenever they are potential sources;
- c) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;
- d) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- e) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the department of Commerce; and
- f) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

3. DISCREPANCIES AND OMISSIONS:

In the event of any discrepancy between the Plans and Specifications, or otherwise, or in the event of any doubt as to the meaning and intent of any portion of the Plans and Specifications, the Program Administrator shall define which is intended to apply to the work. Such definition shall be final and binding on Contractor.

4. TIME AND ORDER OF COMPLETION:

The Contractor is advised that time for completion will consist of the number of calendar days set out in the Contract Award.

The time for completion will begin to run on the day after the issuance of a notice to proceed by the Program Administrator. The Contractor is required to start work no later than ten (10) working days after the issuance of the written notice to proceed. Failure to timely commence operations may be deemed by the County to be a default. The Contractor will complete the work at that site within the time period specified. If there is more than one site listed on the notice to proceed, work for all sites must be completed no later than is specified for each site by the Program Administrator.

The Contractor will commence work within ten (10) days after the issuance of the notice to proceed and will substantially complete the work within the time specified in the Contract Award.

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5. EXTENSION OF TIME:

Should the Contractor be delayed in the completion of the work by an act or neglect of the County or Program Administrator, or by any employee of either, or by other Contractors employed by the County, or by changes ordered in the work, or by strikes, lockouts, fire, or unusual delays by common carriers, or unavoidable cause or causes beyond the Contractor's control or by any cause which the Program Administrator shall decide justifies the delay, then an extension of time shall be allowed for completing the work sufficient to compensate for the delay. The Contractor shall give the Program Administrator prompt notice in writing of the cause of such delay. The amount of the extension will be determined by the Program Administrator.

6. LOSSES FROM NATURAL CAUSES:

All damage to the work from the action of the elements or from any unforeseen circumstances in the prosecution of the work shall be repaired by the Contractor at its own cost.

7. PERFORMANCE OF WORK:

All work shall be performed and completed in a thorough, workmanlike manner and in accordance with the latest proven practices of the trade by thoroughly skilled and experienced workers.

8. STORAGE AND CLEANUP:

The County does not assume responsibility for any materials, tools, or equipment stored on or about the work site. The worksite shall be cleared of debris by the Contractor continuously through the progress of the work and also upon final completion of the work.

9. WORKING HOURS:

Contractor may perform work twenty-four (24) hours a day seven (7) days a week, unless otherwise restricted by the Special Conditions of this contract.

10. WORKSITE SECURITY:

Contractor shall maintain the security of the worksite and shall restrict access to the site to the following:

- a) its employees;
- b) employees of subcontractors;
- c) representatives of manufacturers whose goods are utilized in the work and are called to the site by either the Contractor or the Program Administrator; and
- d) agents and/or employees of the County.

Contractor shall provide adequate protection to persons on the worksite, adjacent properties, and utilities as is necessary to keep each free of damage or injury. 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 the work performed on those premises under the terms of this contract.

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Contractor will have complete control over the work site and shall be fully responsible for any loss of or damage to any County property from any cause and will reimburse County in the event of any loss or damage to County's property from any cause.

Contractor shall take proper means to protect adjacent or adjoining properties which might be injured or seriously affected by construction undertaken under this agreement from any damage or injury by reason of said process of construction. Contractor shall be liable for any and all claims for such damage on account of its failure to fully protect all adjoining properties.

11. ALCOHOL/DRUG-FREE WORKPLACE:

The County is committed to maintaining an alcohol and drug-free workplace. Possession, use or being under the influence of alcohol or controlled substances by the Contractor's employees while in the performance of this contract is prohibited. Violation of this requirement shall constitute grounds for immediate termination of the contract.

12. LABOR:

Contractor is encouraged to use local labor, but not at the expense of poor workmanship and higher cost. Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. Contractor agrees to post in a conspicuous place a notice setting forth provisions of this non-discrimination clause.

In the event of Contractor's non-compliance with the non-discrimination clause of this contract, the contract entered into may be canceled in whole or in part.

13. UTILITIES:

Contractor shall be responsible for any charges which may be made by any city or utility companies for the work to be performed by Contractor.

14. PARKING:

Contractor shall be responsible for the expense of parking the Contractor's vehicle(s) in a legal manner and at no expense or inconvenience to the County.

15. FIRE AND SAFETY:

Contractor is completely responsible for fire protection at the job site as well as the safety of its own employees as well as those entering onto the job site.

16. CONTRACTOR'S BUILDING:

The building of structures for housing employees, or the erection of tents or other forms of protection will be permitted only at such places as the Program Administrator shall permit, and the sanitary conditions of the grounds in or about such structures shall at all times be maintained in the manner satisfactory to the Program Administrator.

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17. SANITATION:

Necessary sanitary conveniences for the use of laborers at the worksite, properly secluded from the public observation, shall be constructed and maintained by Contractor in such manner at such points as shall be approved by the Program Administrator, and their use shall be strictly enforced.

18. DAILY CLEANING:

Contractor shall confine to the work site all materials and refuse generated by Contractor's operations. Materials that are stored on-site shall be stored in an orderly manner. Materials or refuse from demolition and/or removal operations that become scattered in adjacent areas shall be collected and returned to the work site and satisfactorily removed. Truck hauling materials must be covered to keep materials from littering streets.

19. FINAL GRADING:

If grading is required, when work is complete, Contractor shall grade the site to fill in holes and make a presentable appearance without disturbing trees and add fill dirt if needed. Contractor may not leave voids in the grading and compaction of the property. The land shall have a smooth appearance without concrete, bricks, building materials, and other debris on the surface.

20. RIGHT OF ENTRY:

County reserves the right to enter the property or location at which the work is being conducted, by such agents as it may elect, for the purpose of inspecting the work, or for the purpose of constructing or installing such collateral work as County may desire, or for any other purpose deemed necessary by County.

21. INSPECTION:

County reserves the right to inspect the work done by Contractor at any time. The inspection may include examination of the material furnished and the work done under this agreement to ensure compliance with the plans and specifications.

Contractor shall furnish all reasonable aid and assistance required by the inspector(s) for the proper inspection and examination of the work. The inspector(s) may make any order requiring remedy of deficient performance at any time. Should Contractor object to any order by any inspector, Contractor may, within 24 hours, make written appeal to the Program Administrator for his decision, which decision shall be final and binding on Contractor.

The approval or failure of an inspector to reject non complying work or materials shall not relieve Contractor of its obligation to perform the work in full compliance with the plans and specifications for the work.

Contractor shall be responsible for the costs associated by the exposing and covering of any item of concealed work for which an inspection is performed.

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22. DEFECTS AND THEIR REMEDIES:

It is further agreed that if the work or any part thereof, or any material brought on the ground for use in the work or selected for the same, shall be deemed by the Program Administrator as unsuitable or not in conformity with the specifications, Contractor shall, after receipt of written notice thereof from the Program Administrator, forthwith remove such material and rebuild or otherwise remedy such work so that it shall be in full accordance with this contract.

23. SUBSTANTIAL COMPLETION:

When the Contractor determines that the work is substantially complete, he shall advise the Program Administrator of such and schedule a time for the Program Administrator to inspect the work. Contractor shall have all systems fully functional and operational for the inspection of the Program Administrator. All phases of the work will be examined by the Program Administrator. The Program Administrator will note any deficiencies in the work and notify Contractor of the same.

The Program Administrator may acknowledge that the project is substantially complete if the work has been completed to the point where the work can be utilized for the general purpose for which it was undertaken. If the project is found not to be substantially complete, the Program Administrator will so advise the contractor.

24. FINAL COMPLETION AND ACCEPTANCE:

Within ten (10) days after Contractor has given the Program Administrator written notice that the work has been completed, or substantially completed, the Program Administrator shall inspect the work and, within said time, if the work be found to be completed or substantially completed in accordance with the plans and specifications, the Program Administrator shall issue an approval for payment.

Should such inspection reveal deficiencies on the work, the Program Administrator will deliver a list of deficiencies to Contractor for immediate repair. No payment will be made until all deficiencies have been remedied.

25. SCHEDULE OF VALUES:

If this contract provides for the making of progress payments, Contractor shall prepare a schedule of values to allocate the entire contract sum among the various portions of the work. The schedule shall be supported by such data as will allow the Program Administrator to evaluate the schedule and substantiate its accuracy. The Program Administrator may make any adjustments deemed necessary to the schedule. That schedule will then form the basis of progress payment applications.

26. ESTIMATED QUANTITIES:

This Contract, including the specifications, plans and estimates, is intended to show clearly all the work to be done and material to be furnished hereunder. The estimated quantities of the various classes of work to be done and material to be furnished under this contract are approximate and are to be used as a basis for estimating the probable cost of the work and for comparing the proposals offered for the work. It is understood and agreed that the actual amount of work to be done and material to be furnished under this contract may differ somewhat from these estimates and that the basis for payment under this contract shall be the actual amount of such work done and the material furnished. It is further understood

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that the County does not guarantee any minimum amount of work under this Contract and will pay only for such labor and materials actually furnished and satisfactorily installed.

Contractor agrees that it will make no claim for damages, anticipated profits or otherwise on account of any differences which may be found between the quantities of work actually done, the material actually furnished under this Contract and the estimated quantities contemplated and contained in the proposals.

27. EXTRA WORK:

The term "Extra Work" as used in this contract shall be understood to mean and include all work that may be required by the Program Administrator to be done by Contractor to accomplish any change, alteration or addition to the work shown upon the plans, or reasonably implied by the specifications, and not covered by Contractor's Proposal except as provided under these Changes and Alterations Paragraph herein above.

It is agreed that Contractor shall perform all Extra Work under the direction of the Program Administrator when presented with a Written Work Order signed by the Program Administrator: subject, however, to the right of Contractor to require a written confirmation of such Extra Work Order by the County Commissioners' Court. It is also agreed that the compensation to be paid Contractor for performing said Extra Work shall be determined by one or more of the following methods:

Method (a) - By agreed unit prices; or
Method (b) - By agreed lump sum; or

The Program Administrator may direct the form in which accounts of the extra work shall be kept and may also specify in writing, before the work commences, the method of doing the work and the type and kind of machinery and equipment to be used, otherwise these matters shall be determined by Contractor. Unless otherwise agreed upon, the prices for the use of machinery and equipment shall be determined by using the one hundred (100) percent of the actual hourly or daily rate (for the time used plus time in moving to and from Job) of the latest schedule of Equipment Ownership Expense adopted by the Association General Contractors of America. Where practicable the terms and prices for the use of Machinery and Equipment shall be incorporated in the Written Extra Work Order.

No claim for extra work of any kind will be allowed unless ordered in writing by the Program Administrator. In case any orders or instructions, either oral or written appear to Contractor to involve extra work for which he should receive compensation, it shall make written request to the Program Administrator for written order authorizing Extra Work. Should a difference of opinion arise as to what does or does not constitute extra work, or as to the payment therefore, and the Program Administrator insists upon its performance, Contractor shall proceed with the work after making written order and shall keep an accurate account of the "actual field cost" thereof, and by this action Contractor will thereby preserve the right to submit the matter of payment to litigation.

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

28. HINDRANCES AND DELAYS:

No charge shall be made by Contractor for hindrances or delays from any cause (except when work is stopped by order of the County) during the progress of any portion of the work embraced in this contract. In case said work shall be stopped by the act of Program Administrator then such expense as in the judgement of the Program Administrator is caused by stopping of said work shall be paid by County to Contractor.

29. TIME OF FILING CLAIMS:

It is further agreed by both parties hereto that all questions of dispute or adjustment presented by Contractor shall be in writing and filed with the Program Administrator within a reasonable time after the Program Administrator has given any directions, order, or instruction to which Contractor desires to take exception. The Program Administrator shall reply to such written exceptions by Contractor and render his final decision in writing.

30. PROTECTION AGAINST CLAIMS OF SUBCONTRACTORS, LABORS, MATERIALMEN, AND FURNISHERS OF MACHINERY, EQUIPMENT, AND SUPPLIES:

Contractor agrees to indemnify and hold County harmless from all claims of subcontractors, laborers, workmen, mechanics, material men, and furnishers of equipment, and all supplies incurred in the performance of this contract. Contractor shall furnish satisfactory evidence that all obligations of the nature hereinabove designated have been paid, discharged, or waived. If Contractor fails to do so, then County reserves the right to pay unpaid bills of which County has written notice direct and withhold from Contractor's unpaid compensation a sum of money reasonably sufficient to liquidate any and all such lawful claims.

31. WARRANTY:

Contractor and/or its Surety will be required by County to repair, replace, restore, and/or to make such corrections as are required of it to comply strictly in all things with this contract and the Plans and Specifications and any and all of said work and/or materials which, within a period of one year from and after the date of the passing, approval, and/or acceptance of any such work or materials, are found to be defective or to fail in any way to comply with this contract or with the Plans and Specifications.

32. PERMITS AND LICENSES:

Contractor shall be responsible for obtaining and furnishing all necessary permits and licenses, City, County, State or Federal as are required for the performance of this contract.

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

W. EVALUATION CRITERIA AND AWARD:

The award of this proposal shall be made to the responsible proposer whose proposal is determined to be the best evaluated offer resulting from negotiations taken into consideration.

An evaluation committee shall review and evaluate the responses timely submitted to the County Purchasing Agent resulting from this solicitation effort. Responses shall be reviewed by the evaluation committee and shall be evaluated in accordance with the evaluation criteria listed herein. The evaluation committee will determine which responses are qualified based on the criteria listed below. The evaluation committee shall evaluate and score each response. The points from each scoring category will be comprised from the following:

- **Cost of Demolition - 1,500 square feet or less:** **30%**
- **Qualifications and Experience (provide references):** **30%**
The proposer shall provide information describing the personnel make-up and experience of the company providing the services. The proposer shall provide references and information describing the make-up and experience of the company providing the services.
- **Equipment (provide list):** **20%**
This list will be used to determine whether or not the Proposer owns the proper equipment to adequately perform the required work. All equipment the Proposer anticipates committing to this contract should be included in the listing.
- **Asbestos Abatement (w/o sub-contractors)** **20%**

By the submission of its response to this solicitation, the Respondent accepts the requirements, formatting, and evaluation process referenced herein.

X. EXCEPTIONS:

Any exceptions to bid conditions should be listed on a separate sheet of paper, attached to bid submittal and submitted with bid at the specified date and time of bid opening.

Galveston County is tax exempt and therefore taxes and license fees should not be added to any proposed bid or proposal prices.

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

Y. REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of qualification submittal as non-responsive. It is the responsibility of the Proposer to ensure that Respondent has received all addenda.

Items:	Confirmed (X):			
1. Required Documents Checklist (this page)				_____
2. Addenda Acknowledgement (if any)	#1	#2	#3	#4 _____
3. One (1) original, and three (3) copies				_____
4. ATTACHMENT A - Vendor Qualification Packet				_____
5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility				_____
6. ATTACHMENT C - Certification Regarding Lobbying Form				_____
7. ATTACHMENT D - Non-Collusion Affidavit				_____
8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel				_____
9. ATTACHMENT F - Prohibition on Contracts with Certain Companies				_____
10. ATTACHMENT G - Information for Notice				_____
11. ATTACHMENT H - References				_____
12. Bid Item Cost Proposal Form				_____
13. Proposal Signature Page				_____

Person to contact regarding this qualification: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bind the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

E-mail address: _____

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

BID ITEM COST PROPOSAL FORM

<u>DESCRIPTION</u>	<u>COST</u>
1. Quantities of 0 – 1,500 square feet Demolition of frame houses, commercial structures, garages, sheds, barns, etc. and removal of all debris from jobsite	_____
2. Quantities of 1,500 – 3,000 square feet Demolition of frame house, commercial structures, garages, sheds, barns, etc., And removal of all debris from jobsite	_____
3. Quantities of 3,000 square foot and larger Demolition of frame houses, commercial structures, garages, sheds, barns, etc., and removal of all debris from jobsite	_____
4. Quantities of 0 – 1,500 square foot and larger Demolition of brick veneer houses, commercial structures, garages, etc., and removal of all debris from jobsite	_____
5. Quantities of 1,500 – 3,000 square foot and larger Demolition of brick veneer houses, commercial structures, garages, etc., and removal of all debris from jobsite	_____
6. Quantities of 3,000 square foot and larger Demolition of brick veneer houses, commercial structures, garages, etc., and removal of all debris from jobsite	_____
7. Quantities per cubic yard of clean fill	_____
8. Clear wooded lot of trees per half (1/2) acre (each site .5 acre or smaller)	_____
9. Quantities per square foot sidewalks/driveways (concrete blacktop or Similar construction) removal and disposal (any thickness)	_____
10. Quantities per square foot slabs (removal and disposal)	_____
11. Quantities per cubic yards debris and trash removal	_____

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

BID ITEM COST PROPOSAL FORM (continued)

	<u>DESCRIPTION</u>	<u>COST</u>
12.	Removal of tires (any size)	_____
13.	Pump out septic tank crush, remove and backfill	_____
14.	Quantities per square foot of non-friable normal access asbestos removal and disposal	_____
15.	Quantities per square foot of friable normal access asbestos removal and disposal	_____
16.	Quantities per square foot of non-friable difficult access asbestos removal and disposal	_____
17.	Quantities per square foot of friable difficult access asbestos removal and disposal	_____
18.	Quantities per square foot of transit siding asbestos removal and disposal	_____
19.	Cost per square foot for the demolition in place for an unsafe building with Asbestos-contaminated material and disposal of all material	_____
20.	Mow/bush hog high grass/weed lots per half acre (up to 1/2 acre)	_____
21.	Cost of well plugging 2" well 0 - 300' depth	_____
22.	Cost of well plugging 4" well 0 - 300' depth	_____

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

BID ITEM COST PROPOSAL FORM (continued)

	<u>DESCRIPTION</u>	<u>COST</u>
23.	Cost of well plugging 4" well 300' – 600' depth	_____
24.	Other to be determined during site inspection	_____

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

PROPOSAL SIGNATURE PAGE

The bidder hereby proposes to furnish all labor, material, equipment and incidentals for:
Nuisance Abatement Services – RFP 24-011

Bidder agrees to perform in accordance with the requirements of the contract documents in consideration of payment by the County of the prices in this proposal.

IN CASE OF DISCREPANCY BETWEEN UNIT PRICES AND EXTENDED PRICES, UNIT PRICES WILL GOVERN.

This bid sheet must be completely filled out in ink or typewritten with any necessary supplemental information attached.

The undersigned hereby agrees to all of the foregoing terms and provisions and to all terms and provisions of the contract, if awarded, which includes all provisions.

PROPOSER NAME: _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

ADDRESS: _____

CITY, STATE: _____

ZIP: _____

TELEPHONE: _____

FAX NUMBER: _____

DATE: _____

**SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
NUISANCE ABATEMENT SERVICES
GALVESTON COUNTY, TEXAS**

TAX I.D. NUMBER: _____



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***27.**

Consideration for authorization to extend the contract for ITB 24-004, Alarm Services submitted by the Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 9:26 am



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 30, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

Re: ITB 24-004, Alarm Services
Contract #CM24233


Gentlemen,

The contract associated with RFP 24-004, Alarm Services, is scheduled for its first extension on September 29, 2025. The contracted vendor for this service is Alert Alarm Burglary and Fire Protection, Inc. No amendments to the contracts have been requested at this time.

It is requested that you authorize an extension on these contracts.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,


Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston



THE COUNTY OF GALVESTON

RUFUS CROWDER, CPPO CPPB
PURCHASING AGENT

ERIN QUIROGA, MBA, CPPB
ASSISTANT PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
Galveston, Texas 77550
(409) 770-5371

Friday, June 27, 2025

ALERT ALARM BURG AND FIRE PROT INC
2308 BALL
GALVESTON, TX 77550

RE: SOLICITATION NAME: Alarm Services
Contract # CM24233 / Bid # 24-004

Good day,

The resultant contract listed below is eligible for the first extension period and requires a response from your company to initiate the next contractual period.

- Contract Number: CM24233
- Bid Number: 24-004
- Solicitation Name: Alarm Services
- 1st Extension Period: 09/29/2025 – 09/28/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,

Melissa Fleming
Contract Administrator
Galveston County

Donna Koella Mancacci
ACCEPTED BY (signature)

DATE 6/30/25

Accounts Manager
TITLE

Dickey, Tammy

From: Witmer, Misty
Sent: Wednesday, June 25, 2025 11:44 AM
To: Fleming, Melissa; Garcia, Mark
Cc: Michaels, Lauren
Subject: RE: Bid 24-004 - Alarm Services

Please utilize the first extension. Thank you.

Misty Witmer

Director/Chief Information Officer
Department of Enterprise Services

NOTE TO OUR CUSTOMERS: To ensure your needs are being captured, all inquiries and requests should be directed to our Service Desk via <https://servicedesk.galvestoncountytx.gov>, emailing tickets@galvestoncountytx.gov or calling X2685.

From: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Sent: Wednesday, June 25, 2025 11:43 AM
To: Garcia, Mark <Mark.Garcia@co.galveston.tx.us>; Witmer, Misty <Misty.Witmer@galvestoncountytx.gov>
Cc: Michaels, Lauren <Lauren.Michaels@galvestoncountytx.gov>
Subject: RE: Bid 24-004 - Alarm Services

Hello,

Checking in for an update. Please let me know as soon as possible.

Sincerely,

Melissa Fleming

Contract Administrator

Galveston County Purchasing Department

Galveston County Courthouse

722 21st. Street, 5th Floor

Galveston, Texas 77550

Office: (409) 770-5375

Fax: (409) 765-3106

e-mail: melissa.fleming@galvestoncountytx.gov



Principles and Practices of Public Procurement

Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

From: Fleming, Melissa
Sent: Thursday, June 12, 2025 3:03 PM
To: Garcia, Mark <Mark.Garcia@co.galveston.tx.us>; Witmer, Misty <Misty.Witmer@galvestoncountytx.gov>
Cc: Michaels, Lauren <Lauren.Michaels@galvestoncountytx.gov>
Subject: Bid 24-004 - Alarm Services

SPECIAL PROVISIONS

**INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS**

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SPECIAL PROVISIONS

INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS

The General Provisions and the Special Provisions of this Invitation to Bid and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at <https://galvestoncountytx.bonfirehub.com/>.**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business:
<https://galvestoncountytx.bonfirehub.com/portal/?tab=login>

There is no cost to register as a vendor. For more detailed clarification and information on how to register and submit your bids and proposals through Bonfire, click on the video link below:
Submission Video: <https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission->

A. PURPOSE

The County of Galveston is seeking a vendor to provide Alarm Monitoring Services for facilities at various locations within Galveston County. Facilities may be added and/or deleted at any time during the duration of the resultant contractual period(s) by Galveston County. Successful vendor shall utilize existing wiring infrastructure if possible to provide the level of monitoring as specified. Any alterations must be fully explained and pricing for such shall be included in bid submittals. All bid prices submitted are considered firm and include installation. Galveston County is tax exempt and no taxes should be added to any proposed pricing.

B. EXCEPTIONS TO BID CONDITIONS

The Bidder will list on a separate sheet of paper any exceptions to the conditions of this Invitation to Bid. This sheet will be labeled, "Exceptions to Bid Conditions", and will be attached to the Bid submittal.

If no exceptions are stated, **it will be understood that all general and special conditions will be complied with, without exception.**

The Bidder must specify in its Bid any alternatives it wishes to propose for consideration by the County. Each alternative should be sufficiently described and labeled within the Bid and should indicate its possible or actual advantage to the program being offered.

The County reserves the right to offer these alternatives to other Bidders.

C. PROCUREMENT TIMELINE

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Bidders of any changes:

Advertise Solicitation (first date of publication)	Friday, June 28, 2024
Advertise Solicitation (second date of publication)	Friday, July 5, 2024
Questions Deadline	Thursday, July 11, 2024, by 5:00 PM CST
Submission Deadline / Bid Opening	Thursday, July 25, 2024, at 2:00 PM CST

SPECIAL PROVISIONS

INVITATION TO BID ALARM SERVICES GALVESTON COUNTY, TEXAS

Join from the meeting link

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=m84d2360492cce7098c9a55396a05a588>

Join by meeting number

Meeting number (access code): 2498 980 2734

Meeting password: 24-004 (240004 when dialing from a video system)

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24989802734## US Toll

Join by phone

+1-415-655-0001 US Toll

Global call-in numbers

Join from a video system or application

Dial 24989802734@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

D. SUBMISSION INSTRUCTIONS

One (1) unbound single-sided original Bid, and two (2) single-sided copies must be submitted no later than **2:00 PM CST**, on **Thursday July 25, 2024**:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The time stamp clock located in the Purchasing Agent's office shall serve as the official time keeping piece for this solicitation process. Any bids received after **2:00 PM CST** on the specified date will be returned unopened.

Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <http://www.galvestoncountytexas.gov/county-offices/purchasing>

E. BID SURETY

A surety/bid bond **is not a requirement** of this solicitation.

F. PERFORMANCE AND PAYMENT BONDS

Performance and Payment Bonds **are not requirements** of this solicitation.

G. BEST AND FINAL OFFERS (BAFO)

The Best and Final Offer process **is not applicable** to this solicitation.

SPECIAL PROVISIONS
INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS

H. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates are not requirements of this solicitation.

I. PERSONNEL TO CONTACT

Bidders desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Bidder, which in the opinion of the County affects all Bidders or would be prejudicial to other Bidders if not communicated, shall be furnished to all Bidders as an addendum to the solicitation. Bidders **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Bidders must e-mail their requests (with the subject line “**Alarm Systems– ITB #24-004– Questions**”) for additional information and/or clarification to the address listed above. The request must include the Bidder’s name and the solicitation number and title.

Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date. Late requests or those not delivered to the proper address may not receive a reply. Bidders shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an RFI submittal. Bidders should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County’s procurement web page. **It is the Bidder’s sole responsibility to ensure receipt of all addenda prior to submitting its response.**

All Bidders should check the County’s procurement web page for all addenda prior to submitting a response.

The County’s procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>

Bidders who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Bidder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Bidder shall be responsible to monitor the County website for new or revised solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

SPECIAL PROVISIONS

INVITATION TO BID ALARM SERVICES GALVESTON COUNTY, TEXAS

J. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

Mark Garcia
Assistant Facilities Director
722 Moody, 6th Floor, County Courthouse
Galveston, TX 77550
Telephone: (409) 770-5132
FAX: (409) 7652643
mark.garcia@co.galveston.tx.us

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, and that pricing meets the agreed upon pricing methodology as specified in the contract, and that funds are available.

K. INSURANCE

Bidder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Bidders may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Bidder has such insurance. Provided however, that successful Bidder(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Bidder commences any work hereunder. **Insurance shall be placed with insurers having an A.M. Best's rating of no less than A.** Such insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

Workers' Compensation Insurance. Bidder shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Bidder shall carry in full force commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

SPECIAL PROVISIONS

INVITATION TO BID ALARM SERVICES GALVESTON COUNTY, TEXAS

Subrogation Waiver. Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under this Agreement.

L. LOCATIONS AND EQUIPMENT

Please refer to Exhibit A, Locations, for the various service locations within the County. All new equipment must be under a lease or sale option and be equivalent to what is currently installed and in use.

M. SCOPE OF WORK

- Control components shall be as specified unless an equal is approved in writing by the Galveston County Purchasing Agent no later than ten (10) days prior to bid opening.
- All firms submitting bids must have a staffed, 24-hour monitoring station and response time must be within five (5) minutes of an alarm.
- Security system shall carry a full one (1) year warranty at no charge to the County.
- The Security company shall provide 24-hour response for repair to systems.
- The Contractor shall furnish all labor, tools, materials, equipment, vehicles, and services in order to complete the total work in accordance with the specifications, applicable codes, and regulations.
- All work shall conform to the requirements of all applicable local, state, and national codes and regulations. If phone lines are not available, monitoring via internet and back up radio is acceptable.
- When the specifications call for special materials and/or equipment, they shall be installed to the manufacturer's recommendations. The Contractor shall not [hire] employee subcontractors without the advance written permission of the Galveston County Commissioners' Court.
- Assignment of the Agreement shall not be made without the advance written consent of the Galveston County Commissioners' Court.
- No waiver, alterations, consent or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by the Galveston County Commissioners' Court.
- The Contractor is to procure all permits, licenses, and certificates, or any such approvals of plans or specification as may be required by federal, state and local laws, ordinances, rules, and regulations, for the proper execution and completion of the Work under this Agreement.
- The Contractor is responsible for all damage or loss by fire, theft or otherwise, to materials, tools, equipment, and consumables, left on County property by the contractor.
- This Agreement is considered a non-exclusive Agreement between the parties.

The successful contractor hereby certifies that this Agreement is made without prior understanding, agreement or connection with any corporation, firm or person who submitted bids for the Work covered by this Agreement and is in all respects fair and without collusion or fraud. As to Contractor, the successful contractor hereby warrants and certifies that he/she is authorized to enter into this Agreement and to execute same on behalf of the Contractor as the act of the said Contractor.

SPECIAL PROVISIONS

INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS

This Agreement, including the General and Special Provisions and all Amendments or Addendums issued by the County, contains all the terms and conditions agreed upon by the parties. No other Agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto.

Galveston County reserves the right to add or delete locations and/or equipment under the provisions of this Agreement.

N. AWARDED PRICES

Any unit prices submitted by the Bidder shall include all costs to the County, including the material, delivery, current freight rate, state tax, or any other cost.

Award prices include all royalties and costs arising from patents, trademarks, and copyrights in any way involved in the work. Whenever the Awardee is required or desires to use any design, device, material or process covered by letters of patent or copyright, the Awardee shall indemnify and save harmless the County, its officers, agents and employees from any and all claims for infringement by reason of the use of any such patented design, tool, material, equipment, or process, to be performed under the contract, and shall indemnify the County its officers, agents, and employees for any costs, expenses and damages which may be incurred by reason of any infringement at any time during the prosecution or after the completion of the work.

O. INVOICES:

Invoices must be itemized indicating all materials and supplies used. Invoices must be submitted to:

Galveston County Auditor's Office
Attn: Accounts Payable
P.O. Box 1418
Galveston, Texas 77553

Failure to submit invoices to the above address or failure to include the Purchase Order Number will result in delay in payment.

Contractor must accept purchase order numbers for specified supplies, equipment, and/or services. Contractor shall not perform any work or release any supplies and/or equipment to any authorized representative of the County of Galveston unless a valid purchase order number issued by the office of the Galveston County Purchasing Agent accompanies the order or if vendor can comply with the provision as stated in the General Provisions, page 3, item 11, Procurement Card Program.

Payment for any items issued without prior receipt of a valid purchase order number may become the sole responsibility of the successful contractor.

End of Special Provisions

SPECIAL PROVISIONS

**INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS**

Exhibit A - Locations

Carbide Park (Main Building Fire); Carbide Park (Main Building Burg); Carbide Park Service Center
4102 Main St (GM 519)
La Marque, Tx 77568

Dickinson Community Center
2714 Hwy 3
Dickinson, Texas 77539

Galv Co Adult Probation/Storage (Fire)
715 19th St.
Galveston, Texas 77550

Galv Co Animal Resource Center (Fire); Galv Co Animal Resource Center (Bldg); Galv Co Animal Resource Center (Stray Dog); Galv Co Animal Resource Center (Medical); Galv Co Animal Resource Center (Intake)
3412 Loop 197 North
Texas City, Texas 77590

Galv Co Auto Crimes (Entry Hall)- Door Only; Galv Co Auto Crimes (Office)
1620 Gill Rd
Dickinson, Texas 77539

Galv Co Bayside Community Center (Burg); Galv Co Bayside Community Center (Fire)
4833 10th St.
Bacliff, Texas

Galv Co Care Here Clinic (former) (same bldg. as Maintenance/separate system)
2028 Sealy
Galveston, Texas 77550

Galv Co Central Plant (Fire)
5800 Ball
Galveston, Texas 77551

Galv Co Court House (Fire)
722 21st St. (Moody Ave.)
Galveston, Texas 77550

Galv Co Courts Justice Building (Fire)
600 59th St.
Galveston, Texas 77551

SPECIAL PROVISIONS

INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS

Exhibit A – Locations (continued)

Galv Co Emergency Mgmt Facility, 911 (Fire)
1353 FM 646 West
Dickinson, Texas 77539

Galv Co JP 1 or 7 (Building); Galv Co JP 1 or 7 (Office); Galv Co JP 1 or 7 (Constable's Office)
4500 10th St.
Bacliff, Texas 77518

Galv Co JP 2 (West Co) (Office); Galv Co JP 2 (West Co) (Tax Office); Galv Co JP 2 (West Co) (Commissioners); Galv Co JP 2 (West Co) (Old Constable); Galv Co JP 2 (West Co) (Constable)
11730 Hwy 6
Santa Fe, Texas 77510

Galv Co JP 3 (Lobby); Galv Co JP 3 (Office); Galv Co JP 3 (Constable's Office)
203 Vauthier
La Marque, Texas 77568

Galv Co JP 3 (Fire); Galv Co JP 3 (Constable's Office); Galv Co JP 3 (Tax Office)
Galv Co Jp 3 (Court & Court Offices)
940 Noble Carl Dr.
Crystal Beach, Texas 77650

Galv Co JP 4 Annex (Fire); Galv Co JP 4 Annex (Building); Galv Co JP 4 Annex (Tax Office)
Galv Co JP 4 Annex (Panic)
172 Calder Rd.
League City, Texas 77563

Galv Co Judges Admin Offices
131 Pecan St.
League City, Texas 77573

Galv Co La Marque Pumping Station
1100 Levy Rd
La Marque, Texas 77568

Galv Co Law Enforcement Building (Fire) (Jail)
601 54th St.
Galveston, Texas 77551

Galv Co Maintenance Shop (Fire); Galv Co Maintenance Shop (Burg)
2002 - A Sealy
Galveston, Texas 77550

Galv Co Medical Examiner (Temperature)
6607 Emmett F Lowry Expy.
Texas City, Texas 77591

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SPECIAL PROVISIONS

**INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS**

Exhibit A – Locations (continued)

Galv Co Mid County Annex (Fire)
6850 Emmett F Lowry Expy
Texas City, Texas 77591

Gal Co Mosquito Control
5115 Hwy 3
Dickinson, Texas 77539

Galv Co Mosquito Control
2720 Terminal Dr.
Galveston, Texas 77551

Galv Co Records & Recycle Bldg.
2011 Sealy
Galveston, Texas 77550

Galv Co Sheriff's Warehouse
1207 Oak
La Marque, Texas 77568

Gal Co SO ID (Main Office); Gal Co SO ID (File Room); Gal Co SO ID (Vault)
Galv Co SO ID (Evidence Drop Room)
601, 54th St.
Galveston, Texas 77551

Galv Co Tax Office; Galv Co Tax Office (Vault)
722 21st St.
Galveston, Texas 77550

Galv Co Texas City Tax Office; Galv Co Texas City Court House Annex
2516 Texas Ave, Room 101
Texas City, Texas 77590

Galv Co Warehouse
2201 Ave L
Galveston, Texas 77550

Galveston Fire Station #5
5728 Ball
Galveston, Texas 77551

High Island Gymnasium
2116 6th St.
High Island, Texas 77623

Jerry J Esmond Juvenile Center (Fire); Jerry J Esmond Juvenile Center (Panic)
6101 Attwater Ave
Texas City, Texas 77590

SPECIAL PROVISIONS

**INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS**

Exhibit A – Locations (continued)

Sam Popovich Building JP 3 (Fire); Sam Popovich Building JP 3 (Burg)
1922 Sealy
Galveston, Texas 77550

Texas Agri-Life Extension Office
4102-B FM 519
La Marque, Texas 77568

Texas City Flood Gate
5000 Levy Rd.
Texas City, Texas 77590

Texas City Pumping Station
2601 Texas City Port Blvd.
Texas City, Texas 77590

Walter Hall Park
807 Hwy 3 S.
League City, Texas 77573

SPECIAL PROVISIONS

**INVITATION TO BID
ALARM SERVICES
GALVESTON COUNTY, TEXAS**

**P. REQUIRED DOCUMENTS CHECKLIST
ALARM SERVICES
COUNTY OF GALVESTON, TEXAS**

By signing here, the firm does hereby attest that it has fully read the instructions, conditions and general and special provisions and understands them.

THE COMPANY OF: _____

ADDRESS: _____

FEIN (TAX ID): _____

The following shall be returned with your bid. Failure to do so may be ample cause for rejection of bid as non- responsive. It is the responsibility of the Bidder to ensure that bidder has received all addenda.

Items:	Confirmed (X):
1. Required Documents Checklist (this page)	_____
2. Addenda, if any	#1_____ #2_____ #3_____ #4_____
3. One (1) original submittal and two (2) copies of submittal	_____
4. ATTACHMENT A - Vendor Qualification Packet	_____
6. ATTACHMENT B - Certification Reg. Debarment, Suspension and Other Ineligibility	_____
7. ATTACHMENT C - Certification Regarding Lobbying Form	_____
8. ATTACHMENT D - Non-Collusion Affidavit	_____
9. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel	_____
10. ATTACHMENT F - Prohibition on Contracts with Certain Companies	_____
11. ATTACHMENT G - Information for Notice	_____
12. ATTACHMENT H - References	_____
13. Three (3) signed contracts (included in bid packet)	_____
14. Bid Sheet	_____
15. Line Item Detail Sheet	_____

Person to contact regarding this bid: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bind the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***28.**

Consideration for authorization to re-solicit for Arbitrage Rebate & Yield Restriction Services submitted by the Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/27/25 8:57 am



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 25, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: RFQ #B232004, Arbitrage Rebate & Yield Restriction Services
Contract #CM23053

Gentlemen,

The contract associated with RFQ #B232004, Arbitrage Rebate & Yield Restriction Services, is scheduled to expire on December 31, 2025, and there are no further extensions.

Authorization is requested to re-solicit for these services.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rufus", followed by a long horizontal line extending to the right.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Fleming, Melissa
Sent: Wednesday, June 25, 2025 8:07 AM
To: Dickey, Tammy
Subject: FW: Rebid - ARBITRAGE REBATE & YIELD RESTRICTION SERVICES

Hi Tammy,

This is for B232004 – Arbitrage Rebate & Yield Restriction Services.

Sincerely,

Melissa Fleming

Contract Administrator

Galveston County Purchasing Department

Galveston County Courthouse

722 21st. Street, 5th Floor

Galveston, Texas 77550

Office: (409) 770-5375

Fax: (409) 765-3106

e-mail: melissa.fleming@galvestoncountytexas.gov



Principles and Practices of Public Procurement

Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

From: Huallpa, Diana <Diana.Huallpa@galvestoncountytexas.gov>

Sent: Tuesday, June 24, 2025 6:38 PM

To: Fleming, Melissa <Melissa.Fleming@galvestoncountytexas.gov>

Cc: Monterrubio, Christian <Christian.Monterrubio@galvestoncountytexas.gov>

Subject: Re: Rebid - ARBITRAGE REBATE & YIELD RESTRICTION SERVICES

Hi Melissa,

Yes, we wish to rebid on B232004 – Arbitrage Rebate & Yield Restriction Services.

Thank you.



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***29.**

Consideration for authorization to re-solicit for Galveston County Guardianship Program
submitted by the Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/27/25 12:10 pm



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 25, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: RFP #B212032, Galveston County Guardianship Program
Contract #CM20365

Gentlemen,

The contract associated with RFP #B212032, Galveston County Guardianship Program, is scheduled to expire on September 30, 2025 and there are no further extensions.

Authorization is requested to re-solicit for these services.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rufus G. Crowder", is written over a horizontal line.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Fleming, Melissa
Sent: Wednesday, June 25, 2025 8:08 AM
To: Dickey, Tammy
Subject: FW: Rebid - Galveston County Guardianship Program

Hi Tammy,

This is for B212032 – Galveston County Guardianship Program.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov



Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

From: Hualpa, Diana <Diana.Hualpa@galvestoncountytx.gov>
Sent: Tuesday, June 24, 2025 6:40 PM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Cc: Monterrubio, Christian <Christian.Monterrubio@galvestoncountytx.gov>; Arcega, Froy <Froy.Arcega@co.galveston.tx.us>; Edwards, Tashonda <Tashonda.Edwards@co.galveston.tx.us>
Subject: Re: Rebid - Galveston County Guardianship Program

Hi Melissa,

Yes, we wish to rebid on B212032 – Galveston County Guardianship Program.

Thank you.



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***30.**

Receive and file the extension of Sex Offenders Treatment Services for the Galveston County Adult Probation Department submitted by the Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/30/25 1:28 pm



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 23, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

Re: Sex Offenders Treatment Services

The contracts associated with Sex Offenders Treatment Services for the Galveston County Community Supervision and Corrections Department, are scheduled for their one-year extension on September 1, 2025 – August 31, 2026. The contracted vendors are listed below:

- Ronald Russell
- Recovery Monitoring Solutions (auto-renews)

Contract CM23088
Contract #CM23380

No amendments to the contracts have been requested.

By consent, the Commissioners' Court agrees with the extensions as stated and will receive and file this document.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Rufus G. Crowder", is written over a horizontal line.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County

COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT
GALVESTON COUNTY

715 19TH STREET
409-766-2425

GALVESTON, TEXAS 77550
FAX: 409-770-5530



Willie Lacy, Director

Francesco Coppola, Deputy Director
Shelly Thompson, Deputy Director

June 24, 2025

Ms. Tammy Dickey
Galveston County Purchasing
722 Moody, 5th Floor
Galveston, Texas 77550

Dear Ms. Dickey,

Galveston County Community Supervision and Corrections Department is requesting the follow Service Agreements be extended one year.

CM 23088 Ronald Russell

Expires 08/31/2025

CM 23380 Recovery Monitoring Solutions

Expires 08/31/2025

** This agreement should be auto-renewed for another one year – per agreement terms**

Thank you for your assistance in this process. Please contact me if you have any further questions.

Sincerely,

A handwritten signature in cursive script that reads "Shelly Thompson".

Shelly Thompson
Deputy Director
Galveston County Adult Probation
409-770-5505



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 23, 2025

Ronald Russell

russellpolygraph@gmail.com

**Re: Sex Offender Treatment Services
Contract #CM23088**

Mr. Russell,

Contract #CM23088 associated with The Galveston County Community Supervision and Corrections Department Sex Offender Treatment Services is being extended for an additional one (1) year period beginning September 1, 2025 – August 31, 2026.

Please return one fully executed original to this office at the following address:

Purchasing Agent
County of Galveston
722 Moody, 5th Floor
Galveston, Texas 77550

We look forward to working with your company for the next one-year period.

Sincerely,

A handwritten signature in cursive script that reads "Tamyra Dickey".

Tamyra Dickey,
Office Administrator
Galveston County Purchasing Department

A handwritten signature in cursive script that reads "Ronald Russell".

ACCEPTED BY (signature)

June 24, 2025

DATE
Ronald Russell Polygraph Service PLLC
COMPANY



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***31.**

Consideration for authorization to dispose of salvage or surplus property submitted by the
Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 3:29 pm



THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

July 1, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

Re: Disposal of Salvage or Surplus Property

Gentlemen,

It is requested that authorization be granted to dispose of the salvage and/or surplus property items represented on the attached awaiting disposal (AD) list. This request is per the instructions outlined in the Texas Local Government Code, section 263.152, Disposition.

These items will be placed on the GovDeals website or other authorized means of disposal within 30 days after authorization is granted and efforts to transfer them to other departments or entities is exhausted.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in blue ink, reading "Veronica Van Horn", is written over the typed name.

Veronica Van Horn
Interim Purchasing Agent
County of Galveston



PROPERTY DISPOSAL REPORT

DATE: 07/01/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 159100, Information Technology Margo Ihde

Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

☐ Auction

Date

☐ Theft

Date

(Attach the Law Enforcement Agency Theft Report)

☐ Destroyed by

☐ Natural Disaster

Date

☐ Traffic Accident

Date

☐ Trade-In

Date

☐ Donated

Date

Agency receiving donation:

Disposal of: N/A - 12 desks / 15 rolling chairs

FAID No. & Description

Reason for disposal: Replaced furniture

Serial No./VIN #: _____

From: 159100, Information Technology Location: 722 Moody

Department No. & Name

Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

7/1/2025
Date For: Processed

[Signature]
Fixed Asset Property Manager



GENERAL PROPERTY PRE-DISPOSAL DISCLOSURE FORM

Date: 07/01/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: Margo Ihde Margo Ihde 159100, Information Technology
Authorized Signature Print Name Department/Division

Re: Pre-disposal disclosure

Method of Disposal: Destroy Scrap Salvage Starting Bid \$

Please describe the item to the best of your knowledge. Please list any and all defects.

Disposal of FAID No: N/A Description: 12 desks / 15 rolling chairs

Make: Model:

Serial/VIN: Year: Color:

Description of Use: Furniture

Reason for Disposal: Replaced furniture

Is this item currently in sound working condition? X Yes No

If no, please describe and list all defects.

Other:

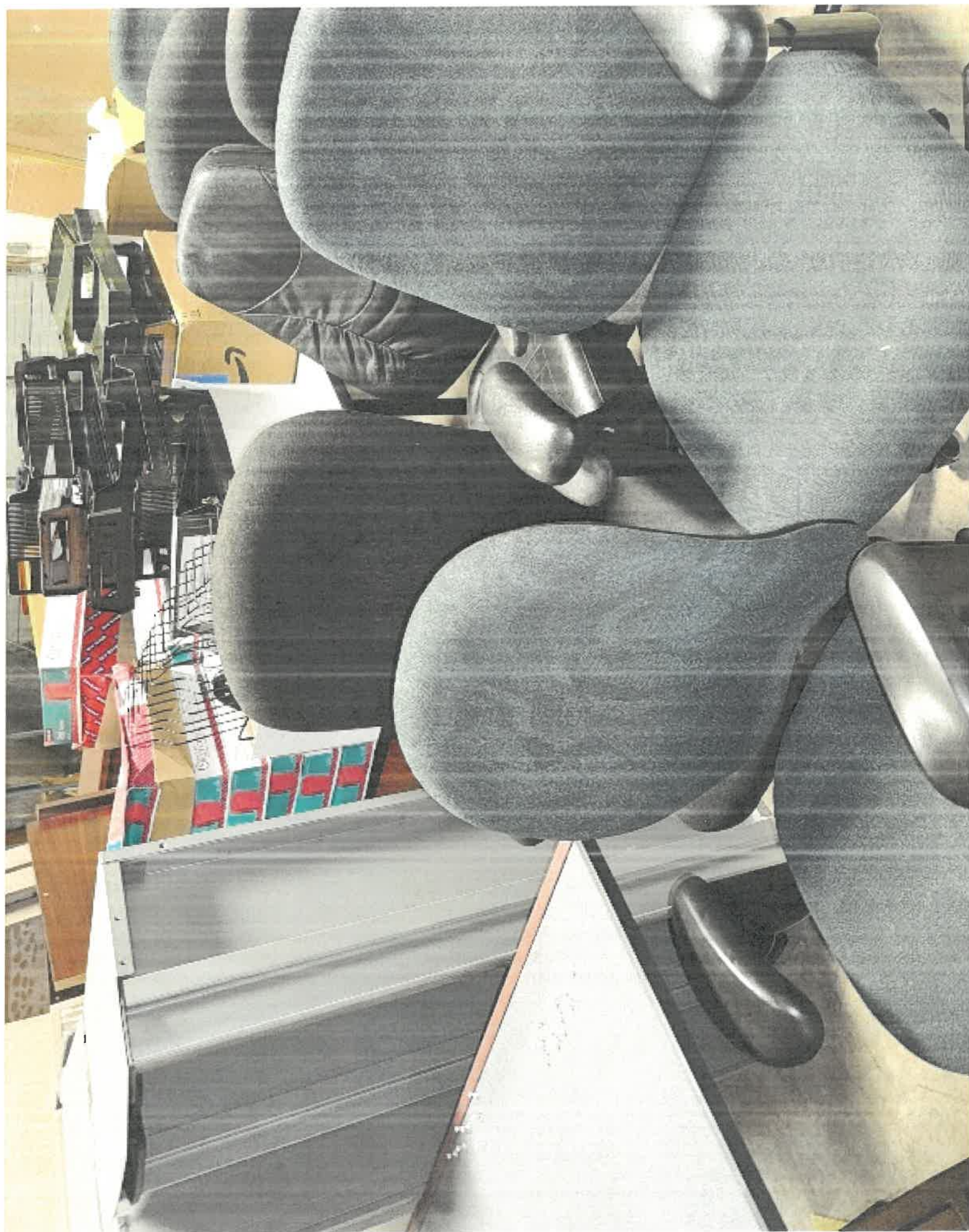
PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

7/1/2025
Date Form Processed

[Signature]
Fixed Asset Property Manager

Form No. FA-10
04/20/2015





GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***32.**

Consideration of approval for the County Engineer to negotiate an engineering contract with Tetra Tech, Inc. for the Dickinson Bayou De-Snagging project submitted by Engineering

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/2/25 9:17 am



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***33.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/26/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Engineering
- 5) **Department Contact:** Michael Shannon
- 6) **Description:** Jackson Avenue Drainage Improvements-Phase II

- 7) **PEID No:** 5700000
- 8) **Req No:** B231025
- 9) **Orgkey:** 2901190100
- 10) **Object Code:** 5700000
- 11) **Vendor:** Gulf Coast Limestone Inc
- 12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** ARPA Project Accounts
- 14) **Fund #:** 2901
- 15) **Current Year Budgeted:** \$311,000.00
- 16) **Current Year Projected:** \$1,901,093.40
- 17) **Year 2:**
- 18) **Year 3:**
- 19) **Year 4:**
- 20) **Year 5:**
- 21) **Totals:** \$1,901,093.40

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 9/25/2023
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** B231025
- 25) **Contract End Date:** 9/24/2025
- 26) **Contract # Issued by Purchasing Department:** CM23301

NOTES: Awarded in CC - Item 45.b.1 on 08/07/2023 - This is for Change Order

#3 (\$-2,488.30)

Approval History

Seq #	Approver	Action	Action Date
1	Michael Shannon	Approve	6/26/25 1:59 pm
2	Melissa Fleming	Approve	6/26/25 4:35 pm
3	Rufus Crowder	Approve	6/27/25 1:58 pm
4	Diana Huallpa	Approve	6/30/25 12:58 pm
5	Sergio Cruz	Approve	6/30/25 1:53 pm
6	Veronica Van Horn	Approve	6/30/25 5:08 pm



GALVESTON COUNTY ENGINEERING DEPARTMENT

Change Order No. 3

Jackson Avenue Drainage Improvements- Phase II (9th St to North of 14th St)

Owner: Galveston County

Contract Number: CM23301

Contractor: Gulf Coast Limestone Inc.

Purchase Order Number: F319333

Engineer: IDS Engineering Group

Bid Number: B231025

Work Being Changed

- Sanitary crossing at 14th street that has been changed from a drop Manhole under the RCB to punching through the RCB with steel casing.
- Storm leads at inlets 11B and 13B that have changed from 24" RCP to 18" RCB.
- Weather Days

CHANGE IN CONTRACT PRICE

Original Contract Price: \$1,901,093.40

Net Change From

Previous Change Orders: \$30,396.55

Contract Price Prior To

This Change Order: \$1,931,489.95

Net Increase/Decrease Of

This Change Order: (-) \$2,488.30

Contract Price with All

Approved Change Orders: \$1,929,001.65

CHANGE IN CONTRACT TIME

Original Contract Time: 240 Days

Net Change From

Previous Change Orders: 0 Days

Contract Time Prior To

This Change Order: 240 Days

Net Increase/Decrease Of

This Change Order: 24 Days

Contract Time with All

Approved Change Orders: 264 Days

RECOMMENDED:

By: T. J. Sullivan
Engineer (Consultant)

Date: 5-27-2025

By: W. J. C. S.
Engineer (County Engineer)

Date: 6-26-25

APPROVED:

County Of Galveston

By: _____
Mark Henry, County Judge

Date: _____

Attest:

Dwight Sullivan, County Clerk

ACCEPTED:

Contractor

By: Mark Dunlap
Contractor (Authorized Signature)

Date: May 14, 2025

Mark Dunlap, Director of Construction

Printed Name



GALVESTON COUNTY ENGINEERING DEPARTMENT

Change Order No. 3

Jackson Avenue Drainage Improvements- Phase II (9th St to North of 14th St)

Description:

- Sanitary crossing at 14th street that has been changed from a drop Manhole under the RCB to punching through the RCB with steel casing.
- Storm leads at inlets 11B and 13B that have changed from 24" RCP to 18" RCB.
- Added days for weather.

					ORIGINAL + PREVIOUSLY REVISED		NEW		
Pay Item No.	Spec Item No.	DESCRIPTION	UNIT	Unit Cost	QUANTITY	ITEM COST	QUANTITY	ITEM COST	OVERRUN/ UNDERRUN
9	400, 464	FURNISH AND INSTALL RC PIPE (CL III)(18 IN) (COMPLETE IN PLACE INCLUDING ALL EXCAVATIONS AND BACKFILL MATERIAL)	LF	\$ 105.70	214	\$ 22,619.80	258	\$ 27,270.60	\$4,650.80
10	400, 464	FURNISH AND INSTALL RC PIPE (CL III)(24 IN) (COMPLETE IN PLACE INCLUDING ALL EXCAVATIONS AND BACKFILL MATERIAL)	LF	\$ 110.00	324	\$ 35,640.00	280	\$ 30,800.00	-\$4,840.00
22	7017	STEEL CASING (PIPE) (14 IN)	LF	\$ 50.00	10	\$ 500.00	20	\$ 1,000.00	\$500.00
23		FURNISH AND INSTALL WATER PIPE (PVC) (3") (SCHEDULE 40)(COMPLETE IN PLACE	LF	\$ 39.10	263	\$ 10,283.30	242	\$ 9,462.20	-\$821.10
27	2081	FURNISH AND INSTALL RCB MANHOLE (COMPLETE IN PLACE INCLUDING ALL EXCAVATION AND BACKFILL MATERIAL)	EA	\$ 3,400.00	13	\$ 44,200.00	14	\$ 47,600.00	\$3,400.00
29	2082	FURNISH AND INSTALL 4- FOOT DIAMETER PRECAST SANITARY DROP MANHOLE (COMPLETE IN PLACE)	EA	\$ 4,878.00	4	\$ 19,512.00	3	\$ 14,634.00	-\$4,878.00
30	2082	FURNISH AND INSTALL EXTRA DEPTH, 4-FOOT DIAMETER SANITARY MANHOLE (COMPLETE IN	VF	\$ 500.00	14	\$ 7,000.00	13	\$ 6,500.00	-\$500.00
		TOTAL				\$ -			-\$2,488.30



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***34.**

Consideration of release agreement with Harris County arising from an incident that occurred on or about May 17, 2025, submitted by Legal Services Manager

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	6/30/25 12:00 pm
2	Dianna Martinez	Approve	6/30/25 1:24 pm



COUNTY of GALVESTON

COUNTY COURTHOUSE

722 MOODY AVENUE 2nd FLOOR GALVESTON, TEXAS 77550

Phone: 409-770-5562

FAX: 409-770-5560

July 7, 2025

Honorable Mark Henry
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: Claim for damages: Motor Vehicle Accident
Claimant: Harris County
Amount: \$1,101.40
Date of Incident: May 17, 2025

Gentlemen:

This is a case involving a Galveston County Sheriff's Deputy who backed into a parking spot and grazed a Harris County Sheriff's Ford Explorer. Harris County is requesting \$1,101.40 for damages based on an estimate received from the Harris County Fleet Facility.

The Vehicle Damage Report, the photos, and the incident report 25-00002012 have been reviewed.

Recommending that the Commissioners' Court approve this claim from Harris County.

Sincerely,

A handwritten signature in blue ink that reads "Veronica Van Horn".

Veronica Van Horn
Legal Services Manager

Cc: Sheriff Jimmy Fullen
Chief Deputy Mel Villarreal
Chief Deputy Joel Caldwell

Enclosures: Notice of Subrogation from Harris County

RELEASE AGREEMENT

This Release Agreement (the "Agreement") is made and entered into by and between Harris County, a political subdivision of the State of Texas (the "Releasor"), and Galveston County, a political subdivision of the State of Texas (the "Releasee").

RECITALS

WHEREAS, the Releasor has made claims against the Releasee for damages to real property that occurred on or about May 17, 2025;

WHEREAS, the parties wish to resolve any and all claims arising from said damages without further dispute or litigation;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. PAYMENT

- 1.1. The Releasee agrees, upon execution of this Agreement by the Releasor, to pay or procure to be paid to the Releasor the sum of One Thousand One Hundred One Dollars and Forty Cents (\$1,101.40) (the "Settlement Amount") for the damage to real property that occurred on or about May 17, 2025.
- 1.2 The Settlement Amount shall be paid within thirty (30) days from the date of execution of this Agreement by the Releasor.

2. RELEASE

- 2.1 In consideration of the payment of the Settlement Amount, the Releasor hereby releases, acquits, and forever discharges the Releasee and its officers, agents, employees, and representatives from any and all claims, demands, actions, causes of action, liabilities, damages, and expenses of any kind or nature, whether known or unknown, arising out of or related to the aforementioned damage to real property.

3. NO ADMISSION OF LIABILITY

- 3.1 It is understood and agreed that this Agreement is made for the purpose of compromising disputed claims and that the payment of the Settlement Amount shall not be construed as an admission of liability or wrongdoing by the Releasee.

4. GOVERNING LAW

- 4.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without regard to its conflict of law principles.

5. SEVERABILITY

- 5.1 If any provision of this Agreement is found to be invalid or unenforceable by a court

of competent jurisdiction, such provision shall be deemed modified to the extent necessary to make it valid and enforceable, and the remaining provisions of this Agreement shall continue in full force and effect.

6. ENTIRE AGREEMENT

6.1 This Agreement constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, discussions, and agreements, whether written or oral, between the parties.

7. AMENDMENTS

7.1 This Agreement may only be amended or modified by a written agreement signed by both parties.

8. COUNTERPARTS

8.1 This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

9. AUTHORITY

9.1 Each party represents and warrants that the individual executing this Agreement on its behalf has the authority to do so and to bind the respective party to the terms and conditions herein.

RELEASOR: HARRIS COUNTY

By: _____

Name: _____

Title: _____

Date: _____

RELEASEE: GALVESTON COUNTY

By: _____

Name: _____

Title: _____

Date: _____



HARRIS COUNTY

OFFICE OF MANAGEMENT AND BUDGET

Risk Management Division
1111 Fannin St., 6th Floor, Houston TX 77002
P: (713) 274-5468

June 24, 2025

Regular & Certified Mail – 7020 3160 0001 0023 5710

County of Galveston
722 21st St., Fl. 4
Galveston, Tx 77550

Attn: Claims Dept.

Re: Notice of Subrogation

Your Vehicle: 2024 Chevy Express - L/P: [REDACTED]
Our Claim Number: 156302-AJ
Harris County vs. Galveston County Sheriff's Office
Date of Accident: 05/17/25

To Whom It May Concern:

This office has been appointed by the Harris County Commissioners Court to recover all damages owed to the County as a result of the above referenced accident.

On the date in question, your insured's vehicle caused damage to a Harris County vehicle in the amount of \$977.01. We are requesting reimbursement from you for this amount and have enclosed a copy of the cost of repairs for your records. Also, we are requesting reimbursement of \$124.39 which represents 3 days loss of use while this vehicle was being repaired.

Currently, this brings the total amount of our property damage claim to \$1,101.40. All checks are to be made payable to Harris County and mailed to **1111 Fannin St., 6th Floor TX 77002, ATTN: Anitra Johnson/Claim#156302-AJ.** If you have any questions, please call me at (713) 274- 5524 or by email anitra.johnson@harriscountytexas.gov.

Sincerely,

Anitra Johnson
Claims Adjuster

Enclosures

cc:

Leetris Systems
7322 SW Freeway Suite 01-750
Houston, TX 77074
Phone: (832) 510-9141

Workfile ID: 40f7be8d

Estimate of Record

Owner: 32792W

Job Number:

Written By: Leetris Appraiser

Insured:	Policy #:	Claim #:	2506-06294
Type of Loss:	Date of Loss: 5/17/2025 12:00 AM	Days to Repair:	3
Point of Impact: 02 Right Front Pillar (Right Side)	Date of Inspection: 5/19/25		

Owner: 32792W	Inspection Location: Drive-in	Repair Facility: Harris County Fleet - Tomball 23828 Tomball Plwy Tomball, TX 77375 (713) 274-2276 Business
-------------------------	---	--

VEHICLE

2019 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.7L Gasoline Sequential MPI White

VIN: [REDACTED]	Production Date:	Interior Color:
License: [REDACTED]	Odometer: 179,582	Exterior Color: White
State: TX	Condition:	

TRANSMISSION

Automatic Transmission

4 Wheel Drive

POWER

Power Steering

Power Brakes

Power Windows

Power Locks

Power Mirrors

Power Driver Seat

Power Adjustable Pedals

DECOR

Dual Mirrors

Privacy Glass

Overhead Console

CONVENIENCE

Air Conditioning

Intermittent Wipers

Tilt Wheel

Cruise Control

Rear Defogger

Message Center

Steering Wheel Touch Controls

Rear Window Wiper

Backup Camera

RADIO

AM Radio

FM Radio

Stereo

Search/Seek

SAFETY

Drivers Side Air Bag

Passenger Air Bag

Anti-Lock Brakes (4)

4 Wheel Disc Brakes

Traction Control

Stability Control

Front Side Impact Air Bags

Head/Curtain Air Bags

Xenon or L.E.D. Headlamps

SEATS

Cloth Seats

Bucket Seats

Reclining/Lounge Seats

WHEELS

Styled Steel Wheels

PAINT

Clear Coat Paint

OTHER

Rear Spoiler

California Emissions

TRUCK

Rear Step Bumper

Estimate of Record

Owner: 32792W

Job Number:

2019 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.7L Gasoline Sequential MPI White

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER					
2		O/H bumper assy				3.8	
3		R&I R&I bumper assy				Incl.	
4	* <>	Rpr Bumper cover				1.5	2.4
5		Add for Clear Coat					1.0
6	R&I	License bracket				0.2	
7	Repl	License bracket rivet	W704342S300	2	17.00		
8		FENDER					
9	Repl	RT Wheel flare	FB5Z16038AB	1	58.00	0.3	
10	R&I	RT Fender liner				0.4	
11		VEHICLE DIAGNOSTICS					
12	#	Rpr Pre-Repair Scan				0.5 M	
13	#	Rpr Post Repair Scan				0.5 M	
14		MISCELLANEOUS OPERATIONS					
15	**	Repl A/M Hazardous Waste Disposal		1	3.50 X		
16	**	Repl A/M Flex Additive		1	6.00		
SUBTOTALS					84.50	7.2	3.4

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			81.00
Body Labor	6.2 hrs @	\$ 62.00 /hr	384.40
Paint Labor	3.4 hrs @	\$ 62.00 /hr	210.80
Mechanical Labor	1.0 hrs @	\$ 125.00 /hr	125.00
Paint Supplies	3.4 hrs @	\$ 45.00 /hr	153.00
Miscellaneous			3.50
Subtotal			957.70
Sales Tax	\$ 234.00 @	8.2500 %	19.31
Total Cost of Repairs			977.01
Deductible			0.00
Total Adjustments			0.00
Net Cost of Repairs			977.01

Estimate of Record

Owner: 32792W

Job Number:

2019 FORD Police Interceptor Utility Vehicle AWD (Fleet) 4D UTV 6-3.7L Gasoline Sequential MPI White

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR2MF16, CCC Data Date 05/15/2025, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Leetris Systems
7322 SW Freeway Suite 01-750, Houston, TX 77074
Phone: (832) 510-9141

Image Report

Owner:	32792W	Insurance:		Claim Number:	2506-06294	Job Number:	
Estimator:							
Year:	2019	Color:	White	License Plate:		Production Date:	
Make:	FORD	Body Style:	4D UTV	State:	TX	Odometer:	179,582
Model:	Police Interceptor ...	Engine:	6-3.7L Gasoline S...	VIN:		Condition:	



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:

Leetris Systems

7322 SW Freeway Suite 01-750, Houston, TX 77074

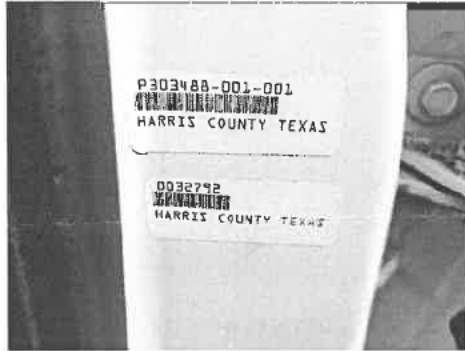
Phone: (832) 510-9141

Image Report

Owner:	32792W	Insurance:		Claim Number:	2506-06294	Job Number:	
Estimator:							
Year:	2019	Color:	White	License Plate:		Production Date:	
Make:	FORD	Body Style:	4D UTV	State:	TX	Odometer:	179,582
Model:	Police Interceptor ...	Engine:	6-3.7L Gasoline S...	VIN:		Condition:	



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:



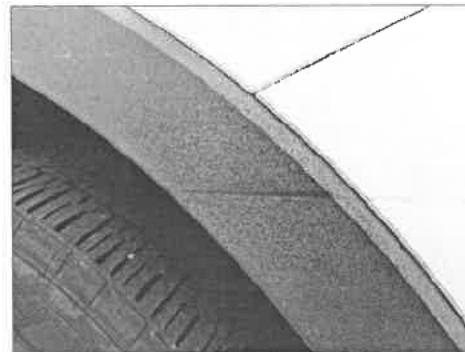
5/19/2025 E01
Comments:



5/19/2025 E01
Comments:



5/19/2025 E01
Comments:

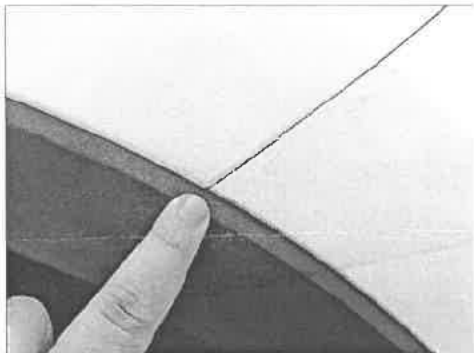


5/19/2025 E01
Comments:

Leetris Systems
7322 SW Freeway Suite 01-750, Houston, TX 77074
Phone: (832) 510-9141

Image Report

Owner:	32792W	Insurance:		Claim Number:	2506-06294	Job Number:	
Estimator:							
Year:	2019	Color:	White	License Plate:		Production Date:	
Make:	FORD	Body Style:	4D UTV	State:	TX	Odometer:	179,582
Model:	Police Interceptor ...	Engine:	6-3.7L Gasoline S...	VIN:		Condition:	



5/19/2025 E01
Comments:

Rental Details

Dates & Times

[Edit](#)

Thu, May 29, 2025 @ 12:00 PM

Sat, May 31, 2025 @ 12:00 PM

Pick-up & Return Location

[Edit](#)

Houston Midtown

2101 Travis

Houston, TX 77002

Additional Details

[Edit](#)

Renter Age: 25+

Corporate Account Number or
Promotional Code: -

Are you a loyalty member?

Sign in to earn points and speed through the form below.

Save Time at the Counter

Provide more rental details and **spend less time at the counter.**

- You won't be charged right now
- You can cancel at any time
- It should only take a couple of minutes

Would you like to save time at the counter?

- ☐ Yes, I'd like to save time
- ☐ No, I'll provide my information at the counter

Vehicle Details



Full Size

Chevrolet Malibu or similar
Automatic

Vehicle

[Edit](#)Time & Distance 2 \$ 103.98*
Day(s) @ \$ 51.99 / Day

Unlimited Mileage Included

Complete Your Booking

You will be charged when you pick up the rental. **\$124.39**[Reserve Now](#)

Website Feedback

Extras

[Add](#)

-

Taxes and Fees

\$ 20.41*

Estimated Total **\$124.39***

*Rates, taxes and fees do not reflect rates, taxes and fees applicable to non-included optional coverages or extras added later. Pay Later charges will be in your destination's local currency.

Why Choose Enterprise?

Free Cancellation Anytime

Pay at Pickup

Unlimited Mileage

Rental Policies

Rental Contract Additional
Terms and Conditions >

Renter Requirements >

Driver's License Information >

Forms of Payment >

Toll Pass Policy >

12 and 15 Passenger Van
Corporate Requirements >

Additional Driver >

INCIDENT/INVESTIGATION REPORT

I N C I D E N T D A T A	Agency Name Galveston County Sheriff's Office		INCIDENT/INVESTIGATION REPORT		Case# 25-00002012		
	ORI TX 0840000				Date / Time Reported 05/17/2025 13:40 Sat		
	Location of Incident 946 NOBLE CARL DR, Crystal Beach TX		Gang Relat	Premise Type Parking/drop	Agency/Beat GCSO, BOLV	Last Known Secure 05/17/2025 13:40 Sat	
						At Found 05/17/2025 13:40 Sat	

V I C T I M	#1	Crime Incident(s) Fleet Damage FLEET	(Com)	Weapon / Tools			Activity		
				Entry	Exit	Security			
	#2	Crime Incident	()	Weapon / Tools			Activity		
				Entry	Exit	Security			
	#3	Crime Incident	()	Weapon / Tools			Activity		
				Entry	Exit	Security			

O T H E R I N V O L V E D	# of Victims 0		Type:		Injury:									
	V1	Victim/Business Name (Last, First, Middle)				Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status		
	Home Address						Email				Home Phone			
	Employer Name/Address						Business Phone				Mobile Phone			
	VYR	Make	Model	Style	Color	Lic/Lis	VIN							
	CODES: V- Victim (Denote V2, V3) WI = Witness IO = Involved Other RP = Reporting Person (if other than victim) Type: _____ Injury: _____													
	Code	Name (Last, First, Middle)				Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status		
	Home Address						Email				Home Phone			
	Employer Name/Address						Business Phone				Mobile Phone			
	Type: _____ Injury: _____													
	Code	Name (Last, First, Middle)				Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status		
	Home Address						Email				Home Phone			
	Employer Name/Address						Business Phone				Mobile Phone			

P R O P E R T Y	1 = None 2 = Burned 3 = Counterfeit / Forged 4 = Damaged / Vandalized 5 = Recovered 6 = Seized 7 = Stolen 8 = Unknown ("OJ" = Recovered for Other Jurisdiction)									
	VI #	Code	Status Frm/To	Value	OJ	QTY	Property Description	Make/Model	Serial Number	

Officer/ID#	SCHLAGETER, M. W. (JAIL, COPR) (8555)		
Invest ID#	(0)		
Supervisor	MAPES, J. L. (JAIL, CCLS) (7444)		
Status	Complainant Signature	Case Status <small>Information Only</small>	Case Disposition:
			Page 1

INCIDENT/INVESTIGATION REPORT

Galveston County Sheriff's Office

Case # 25-00002012

Status Codes 1 = None 2 = Burned 3 = Counterfeit / Forged 4 = Damaged / Vandalized 5 = Recovered 6 = Seized 7 = Stolen 8 = Unknown

D R U G S	IBR	Status	Quantity	Type Measure	Suspected Type	Up to 3 types of activity

Assisting Officers

Suspect Hate / Bias Motivated:

NARRATIVE

SYNOPSIS:

This report will document a fleet accident which resulted in paint transfer with a Harris County unit. Harris County Sergeant was notified and a report completed.

REPORTING OFFICER NARRATIVE*Galveston County Sheriff's Office*

Victim	Offense <i>FLEET DAMAGE</i>	OCA <i>25-00002012</i>
		Date / Time Reported <i>Sat 05/17/2025 13:40</i>

THE INFORMATION BELOW IS CONFIDENTIAL - FOR USE BY AUTHORIZED PERSONNEL ONLY

INTRODUCTION:

On Saturday May 19, 2025, I, Deputy M. Schlageter got into a collision with a parked Harris County unit while in the process of parking a Galveston County van at the Crystal Beach substation, located on the Bolivar Peninsula.

DETAILS:

At approximately 11:30am I was returning to the substation after picking up a deputy for work. While parking the Galveston County van, unit 3409, I failed to compensate for the length of the vehicle and made contact with Harris County unit 32792. After readjusting and parking unit 3409, I observed surface scratches just forward of the passenger side rear fender well on the side of the body. Inspecting unit 32792, I observed surface scratches to the passenger side front bumper and fender area.

I immediately made contact with Lt. Cody Schlageter, who advised that he would arrange to have me transported to the Galveston County Jail for a post-accident screening. Shortly after the call, Deputy Rolando Romero transported me to the Galveston County Jail where I completed a post-accident screening in jail medical around 12:30pm. The medical staff stated that I was "good to go".

Deputy Romero and I returned to the substation where I was met by Lt. James Mapes. He advised that I would need to submit fleet accident report on Monday morning. The case# is 25-00002012.

See attached pictures.

DISPOSITION:

Submitted post-accident paperwork to Captain Cagnon. Returned to duty assignment.















GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***35.**

Consideration of a memorandum of understanding between Galveston County and The University of Texas Medical Branch at Galveston ("UTMB"): The Department of Correctional Managed Care for leased space to provide inmate healthcare services at Galveston County Jail located at 5700 Avenue H, Galveston, Texas and Galveston County Juvenile Justice Department at 6101 Attwater Ave., Texas City, Texas, submitted by Legal Services Manager

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	6/30/25 12:22 pm
2	Dianna Martinez	Approve	6/30/25 1:51 pm

**MEMORANDUM OF UNDERSTANDING BETWEEN
GALVESTON COUNTY AND
UTMB CORRECTIONAL MANAGED CARE**

This Memorandum of Understanding ("MOU") is between Galveston County ("GC") and The University of Texas Medical Branch at Galveston ("UTMB"): The Department of Correctional Managed Care ("CMC").

Recitals

WHEREAS GC has a need for healthcare services for their inmate population housed in the jail system and has agreed to lease space to CMC for CMC to provide the needed healthcare services

WHEREAS CMC's has agreed to provide healthcare services at two locations: the Galveston County Adult Correctional Facility clinic and the Juvenile Detention Center

NOW THEREFORE, in consideration of the foregoing recitals and in consideration of the mutual benefits, the parties agree as follow:

Locations where healthcare Services are to be rendered:

- Galveston County Jail located at 5700 Avenue H, Galveston, Texas 77551
- Galveston County Juvenile Justice Department at 6101 Attwater Ave, Texas 77590

GC shall lease to CMC:

The leased space consists of approximately 6,600 square feet located in the Galveston County Jail located at 5700 Avenue H, Galveston, Texas 77551 as designated on Exhibit "A" and approximately 358 square feet located in the Galveston County Juvenile Justice Department at 6101 Attwater Ave, Texas 77590 as designated on Exhibit "B".

CMC's Permitted Use:

CMC shall use the leased space to provide the inmate population medical, primary care or other health care services, including, without limitation, medical examination and treatment, cancer treatment and counseling, medical consultations, imaging (e.g., mammography, radiology, ultrasounds, MRI, PET scans, CT scans, and x-rays), and surgery or other medical procedures, telemedicine and teleradiology services.

Lease Cost:

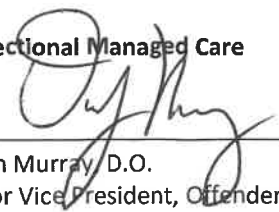
GC shall charge no rent for the leased space.

Terms:

A. The term of this MOU commences on August 1, 2025, and shall remain in effect through August 31, 2030.

B. Either party may terminate this MOU by providing the other party with thirty (30) days written notice.

Correctional Managed Care


Owen Murray, D.O. Date
Senior Vice President, Offender Health Services

Galveston County Jail

Jimmy Fullen Date
Sheriff

Galveston County Juvenile Justice Department

Judge Mark Henry Date
Galveston County Judge

EXHIBIT A

KEY:
 Yellow = medical office space, clinics and/or triage rooms
 Red = designated medical cells
 Blue = medical housing units

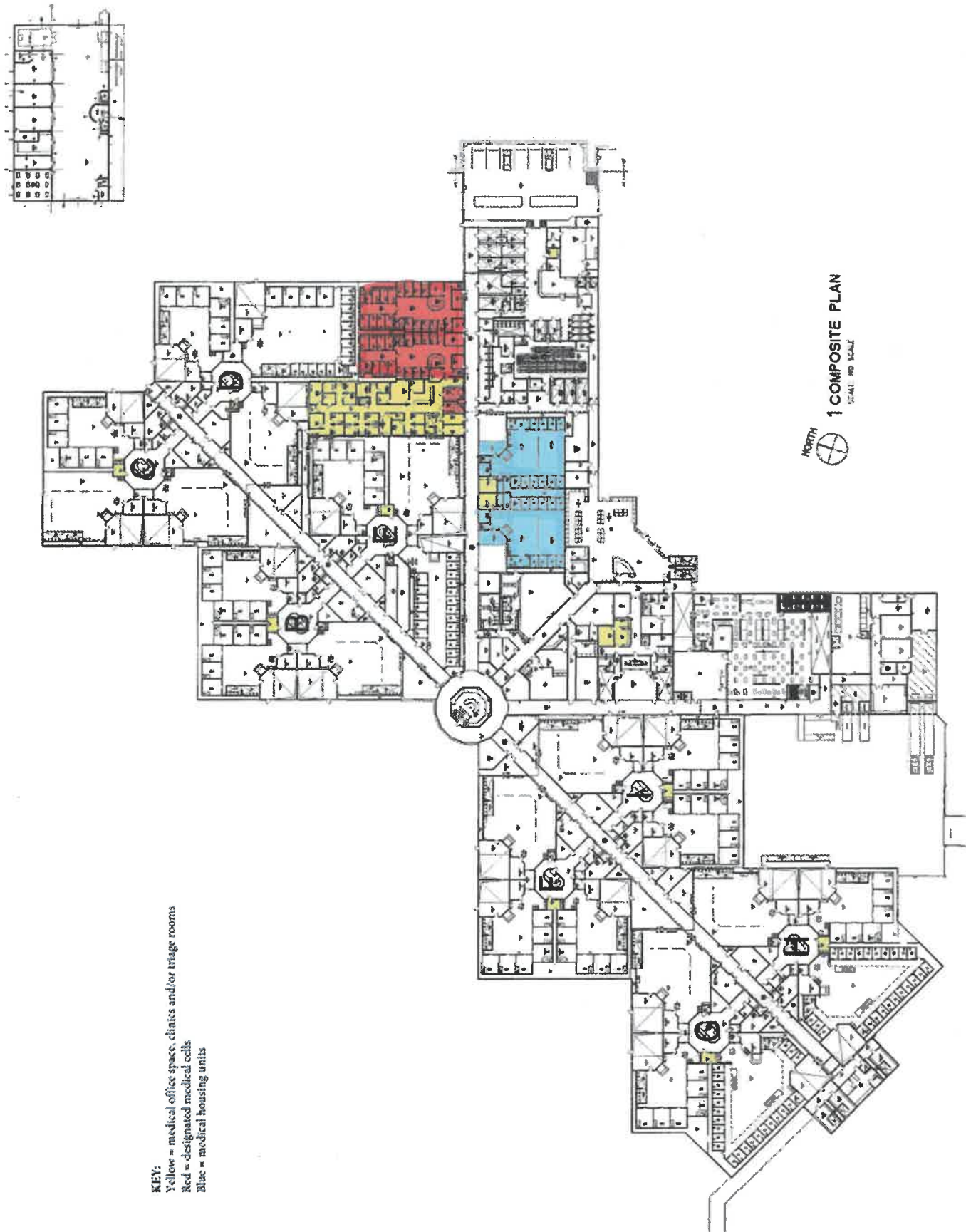
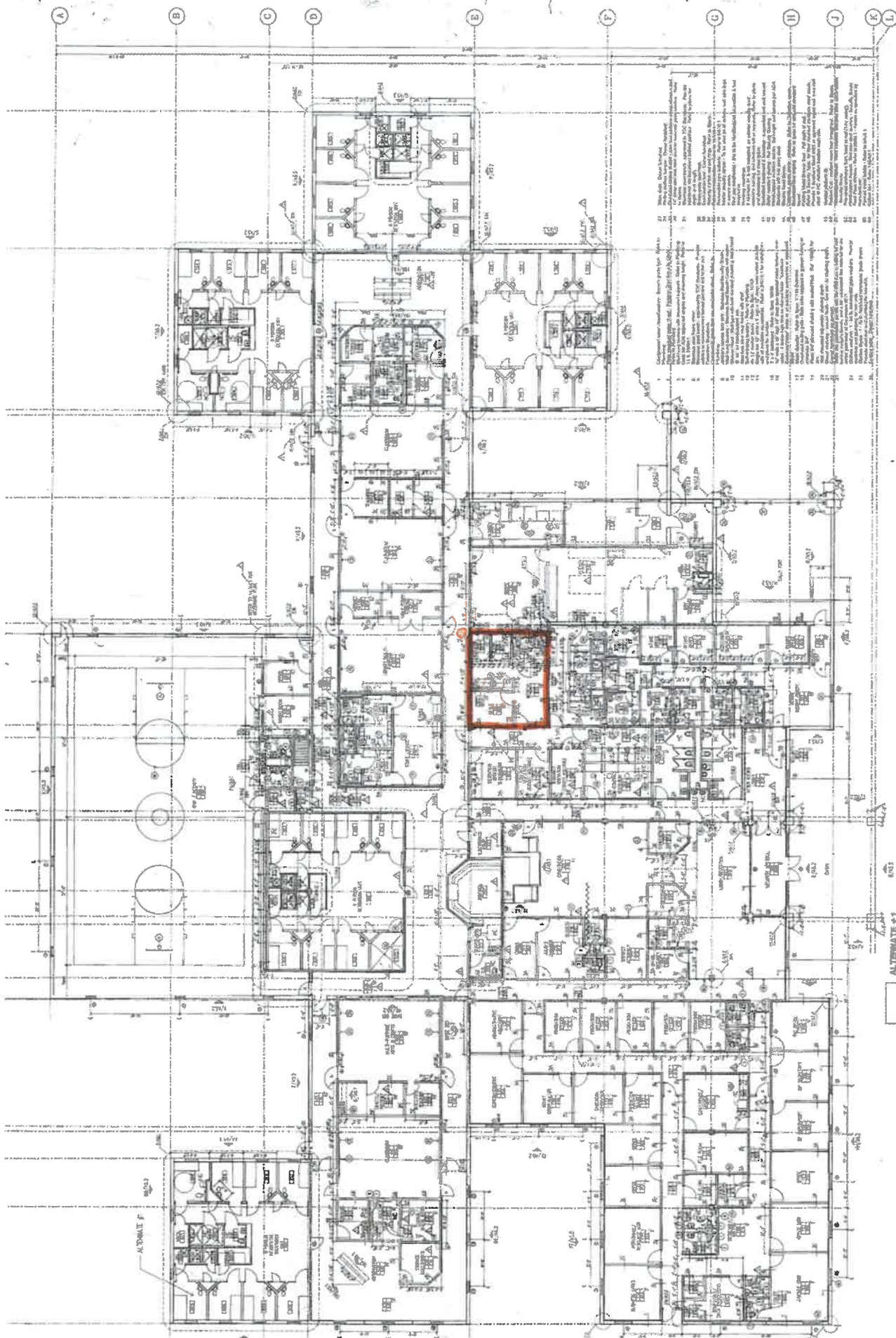


EXHIBIT B



GALVESTON COUNTY JUVENILE JUSTICE CENTER TEXAS CITY, TEXAS		WARRY A. GOLEMON, F.A.A. 001 JEFFERSON, SUITE 050 HOUSTON, TEXAS 77002		RESIDENCE A41 FOR DESCRIPTION OF ENLARGED PLAN DETAILS HE = PROVIDE HAND-DRAWN ADDRESS AS APPLICABLE	FLOOR PLAN 1/8" = 1'-0" Scale: 1/8" = 1'-0" Date: 9 March 1994 Drawn by: J200 Check by: J200	A2.1 8301, J201
CONSTRUCTION DOC. Copyright © 1993 Warry A. Golemon, F.A.A. All Rights Reserved						



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***36.**

Consideration of settlement and release agreement with Damage Recovery through Enterprise Rental, aka Ean Holdings, LLC, arising from an incident that occurred on or about March 24, 2025, submitted by Legal Services Manager

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	6/30/25 3:12 pm
2	Dianna Martinez	Approve	6/30/25 3:44 pm



COUNTY of GALVESTON

COUNTY COURTHOUSE

722 MOODY AVENUE 2nd FLOOR GALVESTON, TEXAS 77550

Phone: 409-770-5562

FAX: 409-770-5560

July 7, 2025

Honorable Mark Henry
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: Claim for damages: Motor Vehicle Accident
Claimant: Damage Recovery through Enterprise Rental, aka Ean Holdings, LLC
Amount: \$2,161.53
Date of Incident: March 24, 2025

Gentlemen:

This is a rental vehicle for the Galveston County Organized Crime Task Force; the rental was used as a covert vehicle for undercover operations. The vehicle was stationary and parked when a tree fell on the vehicle, causing hood and right fender damage.

Damage Recovery is requesting \$2,161.53 for damages based on an estimate received from the Hardy Collision Center.

The Vehicle Damage Report, the photos, and the incident report 25-00001138 have been reviewed.

Recommending that the Commissioners' Court approve this claim from Damage Recovery.

Sincerely,

A handwritten signature in blue ink that reads "Veronica Van Horn".

Veronica Van Horn
Legal Services Manager

Cc: Sheriff Jimmy Fullen
Chief Deputy Mel Villarreal
Chief Deputy Joel Caldwell

Enclosures: Release Agreement
Notice of Claim from Damage Recovery
Incident report 25-00001138

§

§

§

SETTLEMENT AND RELEASE AGREEMENT

This Settlement and Release Agreement (“Agreement”) is made and entered into by and between Galveston County, a political subdivision of the State of Texas (“County”), and Damage Recovery (“Claimant”). The County and Claimant may be collectively referred to as the “Parties” and individually as a “Party.”

RECITALS

WHEREAS, on March 24, 2025, an incident occurred resulting in property damage to the Claimant (“Incident”);

WHEREAS, Claimant asserts a claim against the County for property damages for Two Thousand One Hundred Sixty-One Dollars and Fifty-Three Cents (\$2,161.53) (“Claim”);

WHEREAS, the Parties wish to settle and resolve any and all claims, disputes, and liabilities arising from the Incident without admission of liability by the County;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

1. PAYMENT

1.1 The County agrees to pay Claimant the total sum of Two Thousand One Hundred Sixty-One Dollars and Fifty-Three Cents (\$2,161.53) (“Settlement Amount”) as full and final settlement of the Claim.

1.2 Payment shall be made upon the execution of this Agreement.

2. RELEASE

2.1 In consideration of the payment set forth in Section 1, Claimant, on behalf of itself and its successors, assigns, agents, and representatives, hereby releases and forever discharges the County, its officers, employees, agents, and insurers from any and all claims, demands, causes of action, liabilities, and damages, whether known or unknown, arising out of or related to the Incident.

2.2 This release includes, but is not limited to, any claims for property damage, personal injury, or any other claims that may arise from the Incident.

3. NO ADMISSION OF LIABILITY

3.1 It is understood and agreed by the Parties that this Agreement is a compromise of disputed claims and that the payment made herein is not to be construed as an admission of liability by the County.

4. REPRESENTATIONS AND WARRANTIES

4.1 Each Party represents and warrants that it has the full power and authority to enter into this Agreement and that the individual executing this Agreement on behalf of each Party has been duly authorized to do so.

4.2 Claimant represents that it has not assigned or transferred any of the claims released herein to any other person or entity.

5. GOVERNING LAW

5.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, specifically the laws of Galveston County.

6. ENTIRE AGREEMENT

6.1 This Agreement constitutes the entire agreement between the Parties concerning the subject matter hereof and supersedes all prior agreements, understandings, and negotiations, whether oral or written.

7. SEVERABILITY

7.1 If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Settlement and Release Agreement as of the date first above written.

DAMAGE RECOVERY

By: _____
Name: _____
Title: _____
Date: _____



P O BOX 801988
KANSAS CITY MO 64180
UNITED STATES

06/09/2025

GALVESTON COUNTY SHERIFF

Customer #	: F403298
Claim Number	: 22513847
Your Claim Number	: F403298
Date of Loss	: 05/12/2025
Balance Due	: \$2,161.53
Renter's name	: SHAWN GCSO
Billing Invoice	: 3009640113
Rental Agreement#	: 82J83T

DRIVER'S NAME: GCSO, SHAWN

Our review indicates that your employee or operator is responsible for the damages to our vehicle.

Enclosed please find documentation to support our claim. Please review this information and remit payment in full to the address above. Please include our claim number on your payment. If you prefer you may also pay the amount due using a debit card, credit card or directly from your bank account at: <http://www.claimtopay.com>.

If you have reported this claim to your insurance and / or credit card company, please contact our office with the claim information.

If you have any questions, please contact us at the number below.

Sincerely,
DAMAGE RECOVERY UNIT
Phone: 8663004407
Email: DRU3@ehi.com

INVOICE

Date: 06/09/2025

GALVESTON COUNTY SHERIFF

Claim #: 22513847

Unit #: [REDACTED]

Billing Invoice #: 3009640113

Vehicle Information

VIN: [REDACTED]

Year: 2025

Make: FORD

Model: BSPT

Item	Total Cost	Amount Due
Damage	\$2,161.53	\$2,161.53
Admin Fees	\$150.00	Waived
Loss of Use: (16.20 / 4.00) hours @ \$35.00 per day @ 100.00% occupancy	\$141.75	Waived
Diminishment of Value	\$216.15	Waived

Total Amount Due: \$ 2,161.53*

*Remit payment in U.S. Dollars.

PAY UPON RECEIPT**ALL PAYMENTS MUST INCLUDE THIS REMITTANCE TO BE CREDITED PROPERLY!**

PAYABLE TO:
 DAMAGE RECOVERY
 P O BOX 801988
 KANSAS CITY MO 64180
 UNITED STATES
 Toll Free #: 8663004407

Claim #: 22513847

Unit #: [REDACTED]

Billing Invoice #: 3009640113

Total Amount Due: \$ 2,161.53*

*Remit payment in U.S. Dollars.

Total Amount Remitted: \$ _____



Collision Position Statement

December 10, 2018

PRE- AND POST-DIAGNOSTIC SCANNING DURING A COLLISION REPAIR

Ford Motor Company vehicles contain many state-of-the art features that provide occupant safety and enhance the driving experience. During collision repairs, it is critical the proper function of these systems and features be restored back to pre-accident condition and performance. Ford defines a collision as damage that exceeds minor outer body panel cosmetic distortion.

All Ford Motor Company vehicles from and including model year 2010 forward involved in a collision require a pre-repair diagnostic scan during the estimation phase of a collision repair to properly identify all required repairs. During the repair process, certain modules and other system components may require calibration or initialization to properly complete the repair. Additionally, the vehicle must have a post-repair diagnostic scan completed after the vehicle has been repaired to verify that new faults have not been introduced in the course of the repair and to verify that the vehicle has been fully repaired. The following points show why a diagnostic scan is crucial to the proper repair of the vehicle:

- 1. Preliminary diagnostic scans provide a baseline to the condition of the systems on the vehicle, and what concerns may need to be addressed during the vehicle repair plan development.**
- 2. Not every malfunction will illuminate a malfunction warning light (MIL) or message center warning.**
- 3. A system may require a certain number of drive or function cycles in order to set a warning light or manifest a concern.**
- 4. Low battery voltage may allow for numerous Diagnostic Trouble Codes (DTCs) to set.**

It is important to utilize Ford repair procedures for all collision repairs to ensure quality results. Ford also recommends the use of the Integrated Diagnostic System (IDS) or Ford Diagnosis and Repair System (FDRS) to perform all vehicle diagnostic testing, module programming, and system calibrations during collision repairs. Ford dealer-owned body shops can access service information, training and diagnostic scan tool support through the Professional Technician Society at www.fordtechservice.dealerconnection.com and independent collision repairers can find information at www.motorcraftservice.com.

Ford Motor Company vehicles are designed and built to provide optimum fit, function, safety and structural integrity. For this reason, Ford Motor Company does not approve the use of aftermarket, recycled, salvaged, or reconditioned parts. The quality, performance and safety of these parts cannot be verified and may result in substandard repairs, which can inhibit proper vehicle function and cause erroneous DTCs. Only by using Ford original equipment collision parts can you be assured of the part's fit, finish, quality and safety.

Estimate Information

Estimate ID 3019773757

Claim: VX06HC1X
4

Estimator:

File ID: ENT-1120

Platform: CCC

Date Created: 05/12/2025

Repair Facility

Repair Facility: Hardy Collision Center

Address: 13421 W Hardy Rd

Houston, TX 77060

Phone: 281-4483100

Fax: 111-1111111

Federal Tax ID: 46-1505916

State Tax ID: 801692775

BAR:

Vehicle Data

Unit #: [REDACTED]

Year: 2025

Make: Ford

Model: Bronco Sport Big
Bend 4WD

VIN: [REDACTED]

Color: Gray

Lic. State:

License: [REDACTED]

Body Style:

Engine:

Odometer: 4644

Prod. Date:

Point of Impact

Primary: Unknown Point of Impact

Secondary: Unknown Point of Impact

Line

Line	Op	Description	Type	Part#	Price	Qty	Labor	Paint	Labor Amt
001		FRONT BUMPER & GRILLE							
002*	RI	R&I bumper cover					0.5B		\$20.00
003		FRONT LAMPS							
004	RI	RT R&I headlamp assy					0.2B		\$8.00
005		HOOD							
006*	RR	Hood from 05/25/21	N	M1PZ16612B	\$1,417.80	1	1.2B	3R	\$168.00
007	BLANK	Add for Clear Coat						1.2R	\$48.00
008	BLANK	Add for Underside(Complete)						1.5R	\$60.00
009*	RR	RT Hinge	N	M1PZ16796A	\$71.02	1	0.6B	0.3R	\$36.00
010	BLANK	Add for Clear Coat						0.1R	\$4.00
011		FENDER							
012*	RPR	RT Fender					2B	2R	\$160.00
013	BLANK	Overlap Major Adj. Panel						-0.4R	(\$16.00)
014	BLANK	Add for Clear Coat						0.3R	\$12.00
015	BLANK	Add for Edging						0.5R	\$20.00
016	RI	RT Fender liner 1.5 liter					0B		
017*	RI	RT Wheel opng mldg					0.3B		\$12.00
018	RI	RT Grille w/o black pkg type 1					0.1B		\$4.00
019		FRONT DOOR							
020*	BLND	RT Door shell						1.1R	\$44.00
021*	BLANK	DETRIM MOLDINGS					1.5B		\$60.00
022	RR	Decal "BIG BEND"	N	M1PZ16720B	\$59.62	1	0.2B		\$8.00
023		VEHICLE DIAGNOSTICS							
024*	SUB	Post-repair scan			\$85.00		0B		
025*	SUB	Hazardous waste removal			\$3.00		0B		
026*	RR	Cover Car			\$5.00		0B		

Totals**Parts**

Part	SubTotal	Adj%	Adj\$	Total
Parts - New	\$1,548.44	-25	(\$387.12)	\$1,161.32
				\$1,161.32

Labor

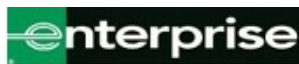
Type	Additional Labor	Rate	Hours	Total
Labor - Body		\$40.00	6.6	\$264.00
Labor - Refinish		\$40.00	9.6	\$384.00
Labors Total				\$648.00

Materials

Materials - Blend	\$29.70
Materials - Paint	\$186.30
Materials - 2 Stage Paint Materials	\$43.20
	\$259.20
Miscellaneous	
Other - Additional Cost	\$5.00
Other - Sublet	\$88.00
	\$5.00
Adjustment	
Total Claim Before Taxes	\$2,161.53
Total Transaction Amount	\$2,161.53
Supplemental	\$23.22
Insurance Pay	\$2,161.53
Discount Amount	\$387.11
	\$2,161.53

Op Codes	
RREP	Operation - Remove and Repair
RIST	Operation - Repair First, else Replace
REDO	Operation - Redo
CG	Operation - Chip Guard
TT	Operation - Two Tone
PDR	Operation - Paintless Dent Repair
RPR	Operation - Repair
PRPR	Operation - Repair, Partial
RR	Operation - Remove/Replace
RRP	Operation - Remove/Replace, Partial
ADC	Operation - Additional Costs
ADO	Operation - Additional Operations
BLND	Operation - Blend
SUB	Operation - Sublet
RPD	Operation - Related Prior Damage
AA	Operation - Appearance Allowance
BLANK	Operation - Blank
RFRP	Operation - Refinish/Repair
RI	Operation - Remove/Install
ARP	Operation - Additional Repair
ALGN	Operation - Alignment
O/H	Operation - Overhaul
REF	Operation - Refinish
INSP	Operation - Inspect
C/AJ	Operation - Check/Adjust
UPD	Operation - Unrelated Prior Damage
RI	Operation - Remove and Reinstall
Part Type Codes	
A	Parts - Aftermarket
C	Parts - Re-chromed
E	Parts - Existing
L	Parts - Recycled
M	Parts - Remanufactured
N	Parts - New
P	Parts - New, partial
R	Parts - Re-cored
GL	Glass
Labor Codes	
R	Labor - Refinish
S	Labor - Structural
U	User Defined Labor
U	User Defined Labor 1

U	User Defined Labor 2
U	User Defined Labor 3
U	User Defined Labor 4
B	Labor - Body
D	Labor - Diagnostic
E	Labor - Electrical
F	Labor - Frame
G	Labor - Glass
M	Labor - Mechanical



Accident Report Summary as of 05/12/2025 10:50

Claim #: 22513847 Ticket: 82J83T Pickup Date: May 01, 2025 Return Date: Protections: Unit #: License Plate #:
 YMMS: 2025 FORD BSPT BBEN VIN: Color: GRAY MED Odometer: 4163

Loss Info

Date of Incident: 05/12/2025

Amount Owed:

Status: On Rent

Police Report #:

Department Name:

Precinct:

Incident Details: SMITTY HILL REPORTED A TREE FELL ON THE VEHICLE CAUSING HOOD AND RT FENDER DMG. AWARE RESPONSIBLE.

1st Party Info

Renter Information

SHAWN GCSO
 ***** ** ***** USA

Renter Insurer: GOVERNMENT

Policy Number: GCSO

Claim Number: SELF

Damages

Hood : Scratch | Passenger Fender : Dent | Passenger Fender : Scratch | Hood : Dent | Hood : Alignment

The undersigned acknowledges that the damage described in this Loss Damage Report occurred during the Rental Period. Renter accepted responsibility in the Rental Agreement for any damage or loss regardless of fault or negligence if Renter declined Damage Waiver or Damage Waiver does not apply. If an amount is charged on the Renter's credit or debit card for damage or loss, Renter acknowledges receiving notice of the dollar amount, that the charge may be a partial payment and that the payment was voluntary. Renter acknowledges they have reviewed and agree to the Loss Damage Report and may receive a copy upon request..

Customer Signature



Overview of Claims Process

We know vehicle damage can occur many ways, often by other parties. Our goal is to bring this matter to conclusion with minimum inconvenience to you, so we can serve your future rental needs. Going forward, the Damage Recovery Unit (DRU) will be handling the claim. We appreciate your assistance and cooperation.

Following is a brief overview of our claims process.

- If Damage Waiver (DW) has been purchased and applies you will not be receiving a bill for damages. You may however be contacted to confirm facts of loss and to obtain a statement.
- If you owe for damages you do have the option of paying out of pocket or reporting your claim to your insurance carrier or credit card company. If you are going to report the claim you should do so as soon as the incident occurs as many carriers and credit card companies have limitations on how long you can wait to report a claim. After reporting please make sure you contact the DRU (see contact below) with the pertinent claim information. You may be responsible for your deductible and/or expenses not covered by your policy or credit card.
- When body or paint work is necessary, we will obtain an estimate from an independent repair vendor.
- The repair rates we receive reflect fleet volume pricing, and we review every estimate for accuracy.
- Once we determine the final amount of repair, we will send you the estimate and pictures. You should expect to receive billing within 60 days of returning the vehicle.
- You may receive a bill for damages even if there is another party who is at fault for the accident. Our goal is to make sure that everyone understands the damage amount. This will be important if the at fault party refuses to pay or accept liability for the damages. In this situation the financial responsibility for the damages ultimately resides with the renter.
- You may also be contacted by RCS, or Claims Pro regarding the accident. These companies investigate claims where liability may be an issue. It is expected that you cooperate with their investigation and assist with the resolution of the liability investigation and claim.

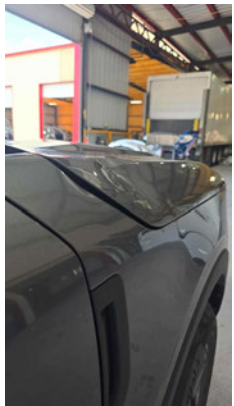
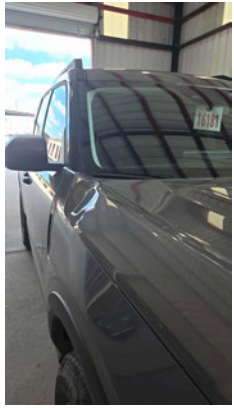
If you have a question or concerns, please contact us immediately! We will route your inquiry to the appropriate party to resolve your question or concern.

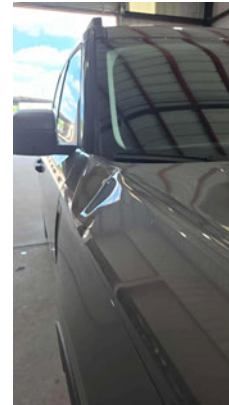
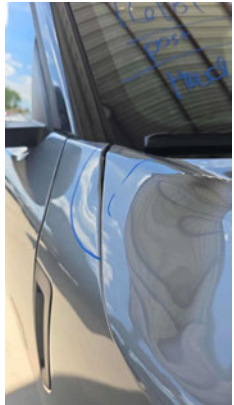
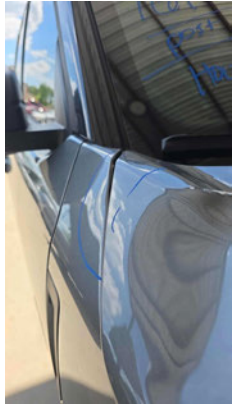
Contact Information

Claim Number
22513847

Phone Number
8663004407

Email Address
DRU3@ehi.com





Galveston County Sheriff's Office

Incident Case Number: 25-00001138

Reporting Agency: Galveston County Sheriff's

Print Date/Time: 06/25/2025 14:35:25

Disclaimer: The information contained within this report is reflective of the investigation at the date and time of its printing.

I N C I D E N T D A T A	Agency Name <i>Galveston County Sheriff's Office</i>		INCIDENT/INVESTIGATION REPORT				Case# <i>25-00001138</i>				
	ORI <i>TX 0840000</i>						Date / Time Reported <i>03/24/2025 03:35 Mon</i>				
	Location of Incident <i>12021 21ST ST, Santa Fe TX 77510</i>		Gang Relat <i>NO</i>	Premise Type <i>Residence/home</i>	Agency/Beat <i>SFPD, HWY6</i>		Last Known Secure <i>03/24/2025 03:35 Mon</i>				
							At Found <i>03/24/2025 03:35 Mon</i>				
D E T A I L S	#1	Crime Incident(s) <i>Fleet Damage FLEET</i>	(Com)	Weapon / Tools				Activity			
				Entry		Exit		Security			
	#2	Crime Incident	()	Weapon / Tools				Activity			
				Entry		Exit		Security			
	#3	Crime Incident	()	Weapon / Tools				Activity			
				Entry		Exit		Security			
MO											
V I C T I M	# of Victims <i>0</i>		Injury:								
	V1	Victim/Business Name (Last, First, Middle)			Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status
					Age						
	Home Address					Email			Home Phone		
	Employer Name/Address					Business Phone			Mobile Phone		
	VYR	Make	Model	Style	Color	Lic/Lis	VIN				
O T H E R I N V O L V E D	CODES: V- Victim (Denote V2, V3) WI = Witness IO = Involved Other RP = Reporting Person (if other than victim)										
	Type:		Injury:								
	Code	Name (Last, First, Middle)			Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status
				Age							
	Home Address					Email			Home Phone		
	Employer Name/Address					Business Phone			Mobile Phone		
I N V O L V E D	Type:		Injury:								
	Code	Name (Last, First, Middle)			Victim of Crime #	DOB	Race	Sex	Relationship To Offender	Resident Status	Military Branch/Status
				Age							
	Home Address					Email			Home Phone		
	Employer Name/Address					Business Phone			Mobile Phone		
	1 = None 2 = Burned 3 = Counterfeit / Forged 4 = Damaged / Vandalized 5 = Recovered 6 = Seized 7 = Stolen 8 = Unknown ("OJ" = Recovered for Other Jurisdiction)										
P R O P E R T Y	VI #	Code	Status Frm To	Value	OJ	QTY	Property Description		Make/Model		Serial Number
		82	4	\$0.00		1	2025 GRY, [REDACTED]		FORD		[REDACTED]
Officer/ID# <i>PEARCY, B. (SCU, SCU) (7613)</i>											
Invest ID# <i>(0)</i>								Supervisor <i>FASOLINO, S. T. (SCU, CID) (8604)</i>			
Status	Complainant Signature				Case Status Information Only <i>03/26/2025</i>			Case Disposition:		Page 2	

INCIDENT/INVESTIGATION REPORT

Galveston County Sheriff's Office

Case # 25-00001138

Status Codes 1 = None 2 = Burned 3 = Counterfeit / Forged 4 = Damaged / Vandalized 5 = Recovered 6 = Seized 7 = Stolen 8 = Unknown

D R U G S	IBR	Status	Quantity	Type Measure	Suspected Type	Up to 3 types of activity

Assisting Officers

Suspect Hate / Bias Motivated: UNKNOWN (NO BIAS)

INCIDENT/INVESTIGATION REPORT

Narr. (cont.) OCA: 25-00001138

Galveston County Sheriff's Office

NARRATIVE

Synopsis:

This report will document fleet damage sustained during a strong storm, the vehicle was parked and unoccupied in a driveway.

REPORTING OFFICER NARRATIVE

Galveston County Sheriff's Office

		OCA 25-00001138
Victim	Offense <i>FLEET DAMAGE</i>	Date / Time Reported <i>Mon 03/24/2025 03:35</i>

THE INFORMATION BELOW IS CONFIDENTIAL - FOR USE BY AUTHORIZED PERSONNEL ONLY

Details:

On 3/24/2025 at approximately 0335hrs, Galveston County Sheriff's Office fleet rental unit L3/3997 was struck by a tree limb that fell during a thunderstorm with strong winds. Unit L3 is a silver in color 2025 Ford Bronco bearing TXLP: [REDACTED], the registered owner is EAN HOLDINGS, LLC, 14002 EAST 21ST STREET, SUITE 1500, TULSA, OK 74134. The vehicle was parked in a residential driveway located at 12021 21st St, Santa Fe, Tx 77510.

The vehicle is still operational and did not sustain damage that would prevent the normal use of the vehicle.

Disposition:

Closed/Cleared

Incident Report Related Vehicle List

Galveston County Sheriff's Office

OCA: 25-00001138

1	VehYr/Make/Model <i>2025 FORD</i>				Style <i>LL</i>		Color <i>GRY</i>		Lic/Lis [REDACTED]		VIN [REDACTED]		
	IBR Status <i>Destroyed/damaged/vandaliz</i>				Date <i>03/24/2025</i>		Location <i>12021 21ST ST, SANTA FE TX</i>						
	Condition			Value <i>\$0.00</i>			Offense Code <i>9907</i>		Jurisdiction <i>Locally</i>		State #		NIC #
	Name (Last, First, Middle) <i>* No name *</i>						Also Known As				Home Address		
	Business Address												
	DOB		Age	Race	Sex	Hgt	Wgt	Scars, Marks, Tattoos, or other distinguishing features					

Notes

EAN HOLDINGS, LLC, 21503 SPRING PLAZA DR, SPRING, TX 773881345 (346) 331-6500

RENTAL AGREEMENT REF#
127060 867H9M

RENTER
GCSO, SHAWN

DATE & TIME OUT
05/01/2025 07:00 AM
DATE & TIME IN
06/01/2025 07:00 AM

BILLING CYCLE
24-HOUR

SUMMARY OF CHARGES

CAR CLASS CHARGED
SPAR

Charge Description	Date	Quantity	Per	Rate	Total
TIME & DISTANCE	05/02 - 06/01	1	MONTH	\$909.52	\$909.52
Subtotal:					\$909.52
Total Charges:					\$909.52

VEH #2 2024 TOYO TACC GSR2
VIN# [REDACTED]
LIC# [REDACTED]
MILES DRIVEN 100
CAR CLASS: SPAR

Bill-To / Deposits					
GALVESTON COUNTY SHERIFF					
TIME & DISTANCE	05/02 - 06/01	1	MONTH		
Subtotal:					(\$909.52)

VEH #1 2025 FORD BSPT BBEN
VIN# [REDACTED]
LIC# [REDACTED]
MILES DRIVEN 636
CAR CLASS: IFDR

Total Estimated Amount Due **\$0.00**

PAYMENT INFORMATION
AMOUNT PAID TYPE

CREDIT CARD NUMBER

RATE SOURCE ACCOUNT
GALVESTON COUNTY SHERIFF

BILL TO ACCOUNT
GALVESTON COUNTY SHERIFF
ATTN: UNKNOWN
601 54TH ST
GALVESTON, TX 77551

CLAIM INFO
F403298

enterprise

New Vehicle Information

Enterprise Unit Number

VIN Number

Year

Model

Beginning Mileage

Damage Notes

License Number

2024

RAV 4

11,100

Make

TOYOTA

Color

SILVER

Fuel

F

CONDITION INSPECTED

LG

Return Unit Only

Enterprise Unit Number

VIN Number

Year

Model

Ending Mileage

Damage Notes

License Number

2025

BRONCO

Make

FORD

Color

GRAY

Fuel

F

41636
HOOD / RT OT HANGING (TREE FELL
ON VEHICLE)

CONDITION INSPECTED

LG

Agency:

GCSO

Accepted By:

Signature

Smitty Hill

Print

Phone #

409-354-9366

Enterprise Agent :

Signature

Joe E. McHenry

DATE: 5.12.2025

TIME:

TICKET:

82J83T



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***37.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/18/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Sheriff's Office
- 5) **Department Contact:** Clayton Pope
- 6) **Description:** Cloud-based software service that combines document management, training management, and accreditation management.
- 7) **PEID No:** 720636
- 8) **Req No:**
- 9) **Orgkey:** 211101 Sheriff Administration
- 10) **Object Code:** 5419000 Other Professional Services
- 11) **Vendor:** Governmentjobs.cominc
- 12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** General
- 14) **Fund #:** 1101
- 15) **Current Year Budgeted:** \$23,084.50
- 16) **Current Year Projected:** \$23,168.50
- 17) **Year 2:** \$23,084.50
- 18) **Year 3:** N/A
- 19) **Year 4:** N/A
- 20) **Year 5:** N/A
- 21) **Totals:** \$46,253

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 7/7/2025
- 23) **Auto Renewal Contract:** Yes
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 7/6/2027
- 26) **Contract # Issued by Purchasing Department:** 227210

NOTES: Two-year Term - HB1295 Requested

Approval History

Seq #	Approver	Action	Action Date
1	Jimmy Fullen	Approve	6/18/25 8:22 am
2	Melissa Fleming	Disapprove	6/18/25 9:37 am
Notes:	Please attach the CAR form.		
3	Jimmy Fullen	Approve	6/18/25 11:04 am
4	Melissa Fleming	Approve	6/23/25 1:36 pm
5	Rufus Crowder	Escalated	6/25/25 5:18 pm
6	Tammy Dickey	Approve	6/27/25 2:20 pm
7	Diana Huallpa	Approve	6/27/25 6:25 pm
8	Sergio Cruz	Approve	6/30/25 1:57 pm
9	Veronica Van Horn	Approve	6/30/25 5:18 pm

THIS IS NOT AN INVOICE

Contract Records		Order Details	
Account Number:	A-6247	Order #:	Q-342091
Customer:	Galveston County Sheriff's Office (TX)	Valid Until:	7/31/2025
Effective Employee Count:	560	Start Date:	Last signature date
Sales Rep:	Julianna Kearns		
Customer Contact			
Billing Contact:	Galveston County Sheriff's Office (TX)	Shipping Contact :	Galveston County Sheriff's Office (TX)
Billing Address:	601 54th St Galveston, TX 77551	Shipping Address:	Clayton Pope 601 54th St Galveston, TX 77551
Billing Contact Email:		Shipping Contact Email:	cpope@yahoo.com
Billing Phone:		Shipping Phone:	14097662300
Payment Terms			
Payment Term:	Net 30	Notes:	
PO Number:			
Subscription Service			

Year 1

Item	Type	Term (Months)	Qty.	License Type	Total (USD)
PowerPolicy Professional Subscription	Recurring	12	560	Employee Based	\$19,572.00
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.					
PowerPolicy Professional Setup (Onboarding)	Services	12	560	Employee Based	\$2,362.50
This package includes implementation services to ensure a successful setup and launch of PowerPolicy. An Implementation Consultant will be assigned to work with the customer's project leader and includes: Kickoff Call, Technical Set Up (User Import / SSO - if purchased), Document Upload Service, Group Structure Setup/Training, Workflow Setup/Training, Document Functionality Training, Training Module Setup/Training (if purchased), Standards Setup/Training (if purchased), and a Rollout Prep call. Once Implementation is complete, the customer will be transitioned to their Customer Success Manager.					
TPCA Manual (TX LE Standards)	Recurring	12	1	Quantity Based	\$0.00
View Standards manual electronically.					
PowerDMS Standards for TPCA	Recurring	12	1	Quantity Based	\$1,150.00
Attach proofs to show compliance with TPCA Standard, assign assessment tasks, track revisions, and status-based grading.					
PowerStandards Setup	Services	12	1	Quantity Based	\$0.00
LiteAccred / Standards Implementation service for the setup of Accreditation purchases. Typically used for Standards Only purchases. An Implementation Consultant will be assigned to work with the customer's project leader and includes: Kickoff Call, Technical Set Up (User Import / SSO - if purchased), Document Upload Service, Group Structure Setup/Training, Standards Setup/Training, and a Rollout Prep call. Once Implementation is complete, the customer will be transitioned to their Customer Success Manager.					
Year 1 TOTAL:					\$23,084.50

Year 2

Item	Type	Term (Months)	Qty.	License Type	Total (USD)
PowerPolicy Professional Subscription	Recurring	12	560	Employee Based	\$22,018.50
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.					
TPCA Manual (TX LE Standards)	Recurring	12	1	Quantity Based	\$0.00
View Standards manual electronically.					
PowerDMS Standards for TPCA	Recurring	12	1	Quantity Based	\$1,150.00
Attach proofs to show compliance with TPCA Standard, assign assessment tasks, track revisions, and status-based grading.					
Year 2 TOTAL:					\$23,168.50
Total: \$46,253.00					

This price does NOT include any sales tax. Total in USD

Additional Terms and Conditions

License Terms: Enterprise license denotes that Customer has purchased an enterprise wide license up to the employee count specified above. User based license denotes that Customer has purchased the number of licenses set forth in the quantity column. Item count denotes the number of items that Customer has licensed as set forth in the quantity column.

Payment Terms: All invoices issued hereunder are due upon the invoice due date. If the Order is for a period longer than one year, the fees for the first period shown shall be invoiced immediately and the fees for future years/periods shall be invoiced annually in advance of each 12 month period shown on the Order, but regardless of the billing cycle, Customer is responsible for the fees for the entire Order. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable. Payment for services ordered hereunder shall be made to PowerDMS, Inc. a wholly owned subsidiary of Governmentjobs.com, Inc. (D/B/A NEOGOV).

Terms & Conditions: This Order Form creates a legally binding contract on the parties. Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEOGOV") and Customer, this Order Form and the services to be furnished pursuant to this Order Form are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>.

Special Condition:

If this Order Form is executed and/or returned to NEOGOV by the Customer after the Subscription Start Date stated in this Order Form, NEOGOV may adjust the Subscription Start Date and the corresponding Subscription End Date, without increasing the total fees, based on the date NEOGOV activates the subscription, provided the total length of the subscription term does not change. Following activation, any adjustments to such Subscription Start Date and Subscription End Date may be confirmed by reference to the invoice sent by NEOGOV.

Your signature below constitutes acceptance of terms herein and contractual commitment to purchase the items listed above.

Accepted and Agreed By Authorized Representative of:
Galveston County (TX)

Signature: _____

Printed Name: _____

Title: _____

Date _____



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***38.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/18/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Sheriff's Office
- 5) **Department Contact:** Clayton Pope
- 6) **Description:** Accreditation compliant policy writing service for Law Enforcement and Corrections divisions of the Sheriff's Office.
- 7) **PEID No:** Vendor Packet Pending
- 8) **Req No:**
- 9) **Orgkey:** 211101 Sheriff's Administration
- 10) **Object Code:** 5481000 Miscellaneous Contract Services
- 11) **Vendor:** Law Enforcement Risk Management Group Inc
- 12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** General
- 14) **Fund #:** 1101
- 15) **Current Year Budgeted:** \$25,000
- 16) **Current Year Projected:** \$25,000
- 17) **Year 2:** N/A
- 18) **Year 3:** N/A
- 19) **Year 4:** N/A
- 20) **Year 5:** N/A
- 21) **Totals:** \$25,000

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 7/1/2025
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 12/31/2025
- 26) **Contract # Issued by Purchasing Department:** 227035

NOTES: HB1295 to be requested

Approval History

Seq #	Approver	Action	Action Date
1	Jimmy Fullen	Approve	6/18/25 8:22 am
2	Melissa Fleming	Disapprove	6/18/25 9:38 am
Notes:	Please attached the CAR form.		
3	Jimmy Fullen	Approve	6/18/25 11:04 am
4	Melissa Fleming	Approve	6/18/25 4:36 pm
5	Rufus Crowder	Escalated	6/20/25 5:18 pm
6	Tammy Dickey	Approve	6/24/25 8:27 am
7	Diana Huallpa	Approve	6/24/25 6:07 pm
8	Sergio Cruz	Approve	6/30/25 1:58 pm
9	Veronica Van Horn	Approve	6/30/25 5:17 pm

Law Enforcement Risk Management Services Proposal
Road and Jail Policy, Procedures, Training, and Risk Management Services

This Agreement, made and entered into this ____ day of _____, 2025, by and between the **Galveston County and Galveston County Sheriff's Office, Galveston, TX** (hereinafter "County and GCSO"), 601 54th St, Galveston, TX, and the **Law Enforcement Risk Management Group, INC dba Legal and Liability Risk Management Institute** (hereinafter "LLRMI"), 700 N. Carr Road, #595, Plainfield, IN 46168 for **LLRMI** to provide the **County** or **GCSO** law enforcement and Jail policies and procedures, and consulting as described herein.

1. **TERM.** The term of this Agreement shall be July 1, 2025, through December 31, 2025.
2. **SERVICES PROVIDED.** LLRMI agrees to provide Law Enforcement, Jail policies, and procedures as follows:
 - A. Law Enforcement Road and Jail policies and procedures in cooperation with the County and GCSO. LERMG shall maintain comprehensive Road and Jail Operations Policies and Procedures, as well as Consulting Services with the County or GCSO, as directed by the County or GCSO.
 - B. Policy development will be developed using.
 1. Texas State Law
 2. Fifth District Court of Appeals Decisions
 3. Supreme Court Decisions
 4. Texas Association of Chiefs of Police Certification
 5. Department of Justice Best Practices
 6. American Jail Association (AJA) Recommendations
 7. American Correction Association (ACA) Recommendations
 8. Texas Commission on Jail Standards

COMPENSATION. In consideration of all the provisions and stipulations of this Agreement, the County and GCSO agree to remit service fees as follows:

- A. \$12,500.00, Galveston Agency-specific Road Operation policies and procedures and consulting services.
 - B. \$12,500.00, Galveston County Agency-specific Jail Operation Policies and Procedures
3. **OWNERSHIP.** LLRMI acknowledges and agrees that the material delivered to the County or GCSO relating to road and jail operations policies and procedures and all resulting work products and data provided under this Agreement shall be the exclusive property of the County and GCSO.

4. **CONFIDENTIAL INFORMATION.**

A. Each party to this Agreement acknowledges that it may be exposed to confidential and proprietary information belonging to the other party or relating to its affairs, including but not limited to the County or GCSO member information, litigation strategies, financial information, product or service information, and other materials expressly designated or marked as confidential (hereinafter "Confidential Information"). Confidential Information does not include:

- i. Information already known or independently developed by the recipient.
- ii. Information in the public domain through no wrongful act of the party or
- iii. Information received by a party from a third party who was free to disclose it.

B. Each party agrees that during the term of this Agreement and all times thereafter, it shall not use, commercialize, or disclose the other party's confidential Information to any person or entity except its employees needing to know. Each party shall use at least the same degree of care in safeguarding the other party's confidential information as it protects its confidential information, but in no event shall a party use less than due diligence and care.

5. **USE OF LERMG NAME.** The parties agree that the LLRMI name may be used in Policy-related materials supporting the services provided under this Agreement.

6. **INDEPENDENT CONTRACTOR.** While performing services here, LLRMI is an independent contractor and not an employee or agent of the County or GCSO. LLRMI agrees that this Agreement shall not constitute a partnership or employment relationship, and neither LLRMI nor its employees are entitled to any benefits provided by the County or GCSO. Additionally, LLRMI and its employees are prohibited from acting as agents, employees, directors, or partners of the County or GCSO. This Agreement does not establish any joint venture between the parties.

7. **MODIFICATION AND ASSIGNMENT.** This Agreement may be modified only by subsequent written agreement of the parties. Neither party may assign performance of this Agreement.

8. **TERMINATION.** Either party may terminate this Agreement upon thirty (30) days written notice to the addresses listed in this Agreement. It may be terminated by the County or GCSO for cause at any time, with or without notice.

9. INSURANCE REQUIREMENTS.

A. General Liability Insurance:

LLRMI shall maintain occurrence-based commercial general liability insurance or equivalent form with a limit of not less than one million dollars (\$1,000,000.00) for each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two times the occurrence limit. Such insurance shall add the County and the GCSO as additional insureds.

B. Business Automobile Liability Insurance:

LLRMI shall maintain business automobile liability insurance or equivalent form with a limit of not less than one million dollars (\$1,000,000.00) for each occurrence. Such insurance shall include coverage for owned, hired, and non-owned vehicles. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two times the occurrence limit.

C. Workers' Compensation Insurance:

LLRMI shall maintain workers' compensation and employers' liability insurance as required by Texas law.

D. LLRMI shall furnish the County and GCSO with properly executed Certificates of Insurance that clearly evidence all insurance required under this Agreement. In the event of a substantial change in insurance, issuance of a new policy, cancellation, or nonrenewal of a policy, LLRMI agrees to provide immediate NOTICE to the County and GCSO and provide new Certificate(s) of Insurance showing continuous coverage in the amounts required. LLRMI shall furnish copies of insurance policies if requested by the County or GCSO.

10. HOLD HARMLESS AND INDEMNIFICATION. LERMG agrees to hold harmless and indemnify the County and GCSO, their officers, agents, and employees from all actions, suits, damages, liabilities, or other proceedings that may arise from the performance of services hereunder. This section does not require LLRMI to be responsible for or defend against claims or damages arising solely from errors or omissions of LLRMI, its officers, agents, and employees.

11. COMPLIANCE. LLRMI shall comply with all applicable federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements related to services under the Agreement and shall be solely responsible for obtaining and maintaining current information on such requirements.

12. CONTROLLING LAW. Except as otherwise provided, this Agreement shall be governed by and construed under the laws of the State of Texas.

13. **SEVERABILITY.** If any court of competent jurisdiction shall hold any provision of this Agreement unenforceable or invalid, such holding shall not invalidate or render unenforceable any other provision herein.

14. **NOTICES.** Any communication or Notice under this Agreement shall be given in writing to the following designees:

LGRMS: Galveston County and Galveston County Sheriff's Office (TX)
601 54th Street
Galveston, TX 77551

LERMG: Law Enforcement Risk Management Group
Attn: Jim Alsup
700 N. Carr Road, #595
Plainfield, IN 46168

16. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement; no collateral, oral, or other agreement is outstanding. Any change or addendum to this Agreement must be in writing and signed by both LLRMI, County Judge and GCSO. No provision of this Agreement, should any be deemed unenforceable, shall in any way change any other provision of the Agreement.

GCSO:


By: _____
GCSO

Date: _____

BY: _____
County Judge

Date: _____

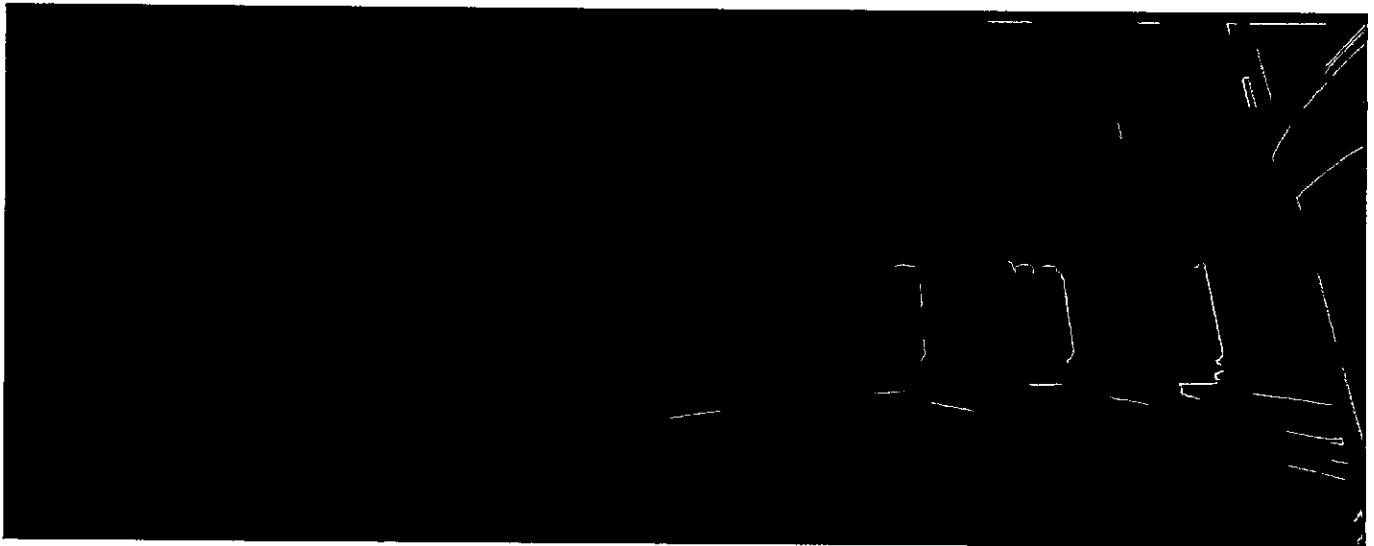
LLRMI:

By:  _____
Jim Alsup, Director

Date: 6/17/2025



SOLUTIONS PROPOSAL



PREPARED FOR:

Galveston County Sheriff's Office
Major Ray Nolen
ray.nolen@co.galveston.tx.us
(409) 766-2305

PREPARED BY:

Jean Farmer
jfarmer@lexipol.com
(469) 257-0605

2611 Internet Blvd, Ste 100
Frisco, Texas 75034
(844) 312-9500
www.lexipol.com

Executive Summary

Public safety agencies and local government organizations today face challenges of keeping personnel safe and healthy, reducing risk and maintaining a positive reputation. Add to that the dynamically changing legislative landscape and evolving best practices, and even the most progressive, forward-thinking departments can struggle to keep up.

Lexipol's solutions are designed to save you time and money while protecting your personnel and your community. Our team consists of professionals with expertise in public safety law, policy, state and federal accreditation, training, mental and physical wellness and grants. We continually monitor changes and trends in legislation, case law and best practices and use this knowledge to create policies, training, wellness resources and funding services that minimize risk and help you effectively serve your community.

THE LEXIPOL ADVANTAGE

Lexipol was founded by public safety experts who saw a need for a better, safer way to run a public safety agency. Since the company launch in 2003, Lexipol has grown to form an entire risk management solution for public safety and local government. Today, we serve more than 10,000 agencies and municipalities and 2 million public safety and government professionals with a range of informational and technological solutions to meet the challenges facing these dynamic industries. In addition to providing policy management, accreditation, online training, wellness resources, and grant assistance, we provide 24/7 industry news and analysis through the digital communities Police1, FireRescue1, Corrections1, EMS1 and Gov1.

Our customers choose Lexipol to make an investment in the safety and security of their personnel, their agencies and their communities. We help agencies address issues that create substantial risk, including:

- Inconsistent and outdated policies
- Lack of technology to easily update and issue policies and training electronically
- Unchecked mental health needs of staff
- Difficulty keeping up with new and changing legislation and practices
- Inability to produce policy acknowledgment and training documentation
- Unfamiliarity of city legal resources with the intricacies of public safety law
- The need to secure grant funding for critical equipment, infrastructure and personnel

Lexipol is backed by the expertise of 440 employees with more than 2,075 years of combined experience in constitutional law, civil rights, ADA and discrimination, mental health, psychology, labor negotiations, Internal Affairs, use of force, hazmat, instructional design, federal and state grants and a whole lot more. That means no more trying to figure out policy, achieve accreditation, develop training or wellness content, or secure funding on your own. You can draw on the experience of our dedicated team members who have researched, taught and lived these issues.

We look forward to working with Galveston County Sheriff's Office to address your unique challenges.

Scope of Services

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Accreditation Workbench - Basic

Managing the agency accreditation process is a complex task that requires intimate knowledge of policy and extreme attention to detail. Lexipol's Accreditation Workbench Basic provides your agency's Accreditation Manager access to content that significantly reduce the time and effort required to successfully prepare for and execute an accreditation assessment.

- Current standards for supported accreditation programs are preloaded and viewable
- Lexipol policies are pre-tagged to many applicable standards and your Accreditation Manager can easily add or modify tagging to meet your specific program needs

Law Enforcement Operations Procedures

To ensure consistent, effective and safe operations, a law enforcement agency's procedures should align with its policies and be accessible in an easy-to-understand format. Lexipol's Law Enforcement Procedure Guide and Framework, based on national best practices, gives you the guidance and a template to build such a procedure manual.

- More than 40 procedure guides designed to help you ensure your procedures follow important policy requirements and national best practices
- Each procedure provides an editable template to conveniently author new content and merge existing agency content
- Procedures are aligned with Lexipol policy requirements to address the most important operations of a law enforcement agency
- Well-structured and policy-aligned procedures enhance preparation for accreditation assessments

Agency-Specific Content Extraction

This service is perfect for agencies that wish to populate one or more Supplemental Publication Service (SPS) manuals with their existing content. We'll do the heavy lifting of incorporating your agency's supplemental content (procedures, guidelines, general orders, training guide or a secondary policy manual) into the SPS. Access to an electronic copy of your existing content and a subscription to the Supplemental Publication Service (SPS) is required.

- Data entry of agency procedures or supplemental content into Lexipol's Knowledge Management System (KMS). Note: Lexipol reserves the right to limit the amount of content being imported into the SPS.
- Consistent, professional formatting for your agency's policy-related content
- Hyperlink related content for enhanced end-user experience

Standard Policy Cross-Reference

Making the transition to Lexipol starts with understanding how your agency's current policy content compares with Lexipol's master policy content. Our Standard Policy Cross-Reference service provides a logical method to distinguishing between the two.

- Analysis of your existing policies and procedures to identify content similar to Lexipol's state specific master content, as well as content unique to your jurisdiction and not covered within the Lexipol manual
- Your existing policies returned with annotations and tips to integrate into the Lexipol master content
- One-on-one review with your agency to discuss the cross-reference report

Implementation Policy Tier I: High-Risk Policies

Benefit from our proven, systematic approach to implementing policies. Tier I represents about 20% of the manual, including foundational policies necessary to provide structure and authority to your policy manual, as well as policies addressing high-risk, low-frequency and high-risk, high-frequency incidents. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier II: High-Liability Policies

Benefit from our proven, systematic approach to implementing policies. Tier II represents about 20% of the manual, including policies that relate to common day-to-day calls for service that have a higher level of potential liability. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier III: Daily Operations Policies

Benefit from our proven, systematic approach to implementing policies. Tier III represents about 20% of the manual, including policies needed for orderly daily operations of your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier IV: Defensibility Policies

Benefit from our proven, systematic approach to implementing policies. Tier IV represents about 20% of the manual, including policies essential to agency and agency member defensibility, including civil liability-related topics. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Implementation Policy Tier V: Operational Consistency Policies

Benefit from our proven, systematic approach to implementing policies. Tier V represents about 20% of the manual, including policies needed to ensure operational consistency across your organization. You'll receive one-on-one collaborative assistance to help you review, customize and adopt the policies efficiently and effectively.

Proposal

Prepared By: Jean Farmer
Phone: (469) 257-0605
Email: jfarmer@lexipol.com

Quote #: Q-56022-1
Date: 2/24/2023
Valid Through: 5/25/2023

Overview

Lexipol empowers first responders and public servants to best meet the needs of their residents safely and responsibly. We are the experts in policy, training and wellness support, committed to improving the quality of life for all community members. Our solutions include state-specific policies, online learning, behavioral health resources, funding assistance, and industry news and information offered through the websites Police1, FireRescue1, EMS1 and Corrections1. Lexipol serves more than 2 million public safety and government professionals in over 10,000 agencies and municipalities. The services proposed below are designed to meet your agency's specific goals and needs.

Lexipol LE Policy Subscription

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service w/ Procedures (12 Months)	USD 47,473.00	5%	USD 2,373.65	USD 45,099.35
1	Law Enforcement Accreditation Workbench Basic (12 Months)	USD 0.00	5%	USD 0.00	USD 0.00
	Subscription Line Items Total			USD 2,373.65	USD 45,099.35
				USD 2,373.65	USD 45,099.35
Lexipol LE Policy Subscription Discount:					USD 2,373.65
Lexipol LE Policy Subscription TOTAL:					USD 45,099.35

LE Policy Implementation Project

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Law Enforcement Standard Policy Cross-Reference	USD 4,470.00	5%	USD 223.50	USD 4,246.50
1	Law Enforcement Agency-Specific Content Extraction	USD 4,360.00	5%	USD 218.00	USD 4,142.00
1	Law Enforcement Tier I Implementation & Tier II Implementation & Tier III Implementation & Tier IV Implementation & Tier V Implementation	USD 51,606.00	5%	USD 2,580.30	USD 49,025.70

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
	One-Time Line Items Total			USD 3,021.80	USD 57,414.20
				USD 3,021.80	USD 57,414.20
LE Policy Implementation Project Discount:					USD 3,021.80
LE Policy Implementation Project TOTAL:					USD 57,414.20

Lexipol Custody Policy
Subscription

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Custody Policy Manual & Daily Training Bulletins w/Supplemental Publication Service (12 Months)	USD 56,560.00	5%	USD 2,828.00	USD 53,732.00
	Subscription Line Items Total			USD 2,828.00	USD 53,732.00
				USD 2,828.00	USD 53,732.00
Lexipol Custody Policy Subscription Discount:					USD 2,828.00
Lexipol Custody Policy Subscription TOTAL:					USD 53,732.00

Custody Policy Implementation
Project

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Corrections Standard Policy Cross-Reference	USD 4,470.00	5%	USD 223.50	USD 4,246.50
1	Corrections Agency-Specific Content Extraction	USD 4,360.00	5%	USD 218.00	USD 4,142.00
1	Corrections Tier I Implementation & Tier II Implementation & Tier III Implementation & Tier IV Implementation & Tier V Implementation	USD 58,900.00	5%	USD 2,945.00	USD 55,955.00
	One-Time Line Items Total			USD 3,386.50	USD 64,343.50
				USD 3,386.50	USD 64,343.50
Custody Policy Implementation Project Discount:					USD 3,386.50
Custody Policy Implementation Project TOTAL:					USD 64,343.50

*Law Enforcement pricing is based on 218 Law Enforcement Sworn Officers. Custody pricing is based on 950 Custody Beds. Cross Reference Professional Services pricing is based on 350 pages.

Discount Notes
5% Sourcewell Cooperative

**PROPOSAL FOR SERVICES
POLICE CONSULTANT SERVICES**

FOR THE

**GALVESTON TX
COUNTY SHERIFFS
OFFICE**

2025



DLG
DAIGLE LAW GROUP, LLC

PROPOSAL PRESENTED BY
ERIC P. DAIGLE, ESQ.

DAIGLE LAW GROUP, LLC
960 S MAIN STREET PLANTSVILLE CT 06479
(860) 270-0060
WWW.DAIGLELAWGROUP.COM

Proposal for Services

POLICE CONSULTANT SERVICES

A. DLG Consulting Services

Daigle Law Group, LLC, Attorney Eric P. Daigle submits a proposal for Police Consulting Services for the Galveston TX County Sheriff's Office. The Daigle Law Group, LLC (hereinafter "DLG"), incorporated in the State of Connecticut, is a law firm that takes immense pride in providing our clients with specialized, focused representation. We provide police practices consultation to law enforcement agencies across the country in operational liability, with an emphasis on policies, operations, and investigations. DLG focuses on law enforcement best practices, specifically in the areas of policy development, training, investigation, and operations.

Introduction:

A Sheriff's Office's policies and procedures provide the agency with core liability protection. Policies that are comprehensive and current are the backbone of effective and constitutional policing. It is not enough, however, to simply have sound policies. Officers must be trained on the policies, supervisors must hold officers accountable, and, when the policies are violated, a sound disciplinary process should be engaged.

A Sheriff's Office's policies and procedures reflect and express the agency's core values and priorities, while providing clear directions to ensure that officers lawfully, effectively, and ethically fulfill their law enforcement responsibilities. Daigle Law Group, LLC developed the DLG Policy Center to meet the increasing need of Sheriff's Offices across the United States. We are dedicated to working with Sheriff's Offices to develop sound, effective policies based on constitutional accreditation standards. Daigle Law Group operates under a philosophy that every Sheriff's Office is unique in its operation and structure. We work with Sheriff's Offices to mold proper standards into the operation and structure of the individual agency. Our clients range in size from small to large departments, each with unique challenges.

Law enforcement operational standards dictate that Sheriff's Offices develop and maintain sound and proper policies and procedures. Utilizing the expertise of Attorney Eric Daigle and a team of experts in law enforcement operations, we collaborate with clients to analyze the risks associated with their current policies. Through a process of examination and analysis, we identify areas of risk and work to develop sound policies based on the principles of common law enforcement standards. We encourage members of the department, who are the subject matter experts, to be involved in every aspect of the process to ensure not only that the policies are sound, but that personnel understand and have confidence in them. We can review and revise individual department policies or conduct a complete policy manual review and revision. The Daigle Law Group is committed to working with the command staff of any Sheriff's Office to ensure that its policies meet the standards of effective and constitutional policing.

Proposal for Services

POLICE CONSULTANT SERVICES

B. Scope of Police Practices Consultant Services

As a Police Practices Consultant, Attorney Daigle provides resources and guidance to law enforcement organizations and management in multiple areas of law enforcement operation. Daigle Law Group, LLC is dedicated to forming a partnership with the management of the Galveston County Sheriff's Office and the County to identify and maintain a proper standard of law enforcement operation.

Daigle Law Group, LLC, through its principal Attorney Daigle provides the following proposed approaches, capabilities, and experiences in the following areas:

1. Department Policy and Procedure Development

Attorney Daigle has extensive experience in developing, implementing, and maintaining law enforcement policies, which meet local and national accreditation standards, while also ensuring each law enforcement organization complies with constitutional policing standards.

a. Approach

Through our process, Sheriff's Offices are encouraged to mold the policy standards into their unique operational structure and practice. The process begins with an analysis of the department's current policies and procedures to identify a blueprint for success. Our consultants will work with the department, utilizing input from various department resources, to produce a model set of policies for consideration. We will then work with the department to modify the policies to meet the operational needs of the agency without undermining liability protections. Once complete, we will assist the department in providing training on the updated policies and maintaining effective updates on the policies.

DLG proposes the following methodology and dissemination process for development of policies. The process of policy development for the proposed options will maintain the same methodology.

1. DLG will review and analyze the current policy and procedure manual in operation at the Galveston County Sheriff's Office.
2. DLG will utilize its model policies that meet the national standards including legal standards, Consent Decree and review of national accreditation standards in the form of model Policies and common police practices.

Proposal for Services

POLICE CONSULTANT SERVICES

3. Utilizing subject matter experts and legal counsel, the policies will be developed to meet Iowa law, court rulings, and state statutes.
4. The draft policies will be provided to the Galveston County Sheriff's Office for review and approval.
5. A word version of the sample policies will be provided to the Galveston County Sheriff's Office with guidance and instructions for final development and implementation. This must occur with an accountability mechanism to ensure that the version provided can be proven later if litigation occurs. The DLG Policy Center only uses PowerDMS as our document management software and an initial subscription will be purchased with this project.
6. After initial dissemination, a maintenance option will be provided for continuous evaluation of the policies and procedures based on Appellate and Supreme Court rulings, State Statutes, risk management practices and current law enforcement incidents.

We believe that every law enforcement agency is unique. Therefore, it has long been the DLG methodology that if you only provide an agency with a set of model policies, and nothing more, you will only put a Band-Aid on future liability issues. The reason is that law enforcement agencies with limited skills and knowledge set may not properly implement the liability protector.

b. Capabilities and Experience

Attorney Daigle and the DLG Policy Center, a division of Daigle Law Group, LLC, currently works with multiple departments around the Country and in Connecticut to review, revise, and develop new department policies. Attorney Daigle and the Consultants have worked on projects with agencies under Federal and State Consent Decrees to revise and implement new policies, which govern high liability and high frequency incidents. Attorney Daigle currently works with multiple Sheriff's Offices and Police Departments to develop and implement policy and improve their operational management, including: Sedgwick County Sheriff's Office, Allen County Sheriff's Office, Will County Sheriff's Office, Yale University Police Department, New Milford Connecticut Police Department, Middletown Connecticut Police Department, Westport Police Department, Greenville South Carolina Police Department, Lavonia Michigan Police Department, Niagara Falls New York Police Department, Puerto Rico Police, Anchorage Alaska Police Department, and Wichita Kansas Police Department.

Proposal for Services

POLICE CONSULTANT SERVICES

c. Timetables

Prior experience with full policy manual revisions has shown that a minimum of twelve (12) to eighteen (18) months is necessary to achieve completion. This figure incorporates the time necessary for both the Galveston County Sheriff's Office and the consultants to find the best fit for the department, while maintaining the appropriate level of police practices. Additional time may be required, however, if issues such as union objections or legal oversight processes delay the process.

This project will be completed in stages. Stage one will include reviewing the current policies of the Galveston County Sheriff's Office, re-organizing and structuring policy index and developing (new) Galveston County Sheriff's Office policies using the DLG Model Policies. The Galveston County Sheriff's Office will take delivery of approximately 194 developed policies for the Jail/Detention division and 140 policies for the Law Enforcement division for their review. An Index of the anticipated policies can be found in Attachment A to this proposal. Stage two will include editing and finalizing the policies and Stage three will be meeting accreditation standards,

d. Price

Prices for these services are detailed in Section C below.

2. General Police Practices Consulting Services

a. Approach

Attorney Daigle and his consultants have extensive experience working with departments as police practices consultants. The scope of this advisement includes:

- Meet the requirements of the Texas / CALEA Accreditation
- Revising, developing, implementing, and maintaining policies and training required by common police practices standards;
- Providing recommendations and guidance to implement and meet the standards of common police practices and Consent Decree requirements;
- Monitoring the department's field procedures and operations to assure implementation and compliance with common police practices and Consent Decree requirements, to include review of Internal Affairs investigations, use of force investigations, and stop and frisk standards;
- Collaborating with the Sheriff and department members to develop, update, and change operational standards; and
- Participating in the review of high liability field situations, including those involving

Proposal for Services

POLICE CONSULTANT SERVICES

the use of force and deadly force incidents.

b. Capabilities and Experience

Attorney Daigle has extensive experience providing police practices consulting to Police Departments and Sheriff's Offices. These include work in Federal and State Consent Decrees and Operational Management Studies.

Our experience includes:

- Working as law enforcement officers and executives responsible for the development, implementation, management, and evaluation of policies and procedures;
- Providing expert assistance to a variety of law enforcement agencies on policing issues, including use of force policies, procedures and training, stop and detentions, community policing, complaint systems, disciplinary systems, investigations, and accountability mechanisms;
- Designing and implementing programs to correct systemic deficiencies in law enforcement and correction agencies;
- Addressing legal issues specific to law enforcement and corrections;
- Monitoring and consulting with departments in responding to crisis situations following police shootings and other significant uses of force, and making the difficult judgments about the propriety of particular uses of force;
- Assisting in investigations of cases involving alleged excessive use of force;
- Working with government officials, police unions, and community groups on a variety of policing issues;
- Working with the U.S. Department of Justice investigating law enforcement agencies with systemic civil rights violations;
- Participating in public policy and criminal justice research to assess the impact of management systems on police integrity and police use of force;
- Designing and implementing leadership development programs to ensure that supervisors have the tools, ability, and will uphold policies and procedures related to use of force and police integrity; and
- Compliance monitoring of law enforcement agencies.

c. Price

Police Practices Consulting will be conducted at an hourly rate. Prices for these services are detailed in Section C below.

POLICE CONSULTANT SERVICES

C. Police Practices Consultant – Costs and Expenses

The most difficult part of this proposal is identifying the costs associated with completion of the requested scope of service. DLG will provide an itemized monthly invoice detailing all services rendered.

1. Policy Development:

The pricing for your manual is based on the multiple divisions that you have identified. The hour rate for Attorney Daigle and consultants will be \$225 dollars per hour. *Based on our experience, the revision of a complete Policy Manual takes approximately 18-24 months, and we anticipate the cost to be **approximately \$60,000 for the Jail/Detention division and approximately \$60,000 for the Law Enforcement Division.**

* Please note: the client understands this is only an estimate and could be *more or less* based upon the difficultness of the project and the hours necessary to complete the project.

2. Police Practices Consulting:

Consulting services, including accreditation consulting, will be provided at the request of the Sheriff on an as needed project basis for a rate of \$225 dollars an hour.

D. Consultant Qualifications

DLG brings to bear a wide breadth of experience that will facilitate a high-quality evaluation and provide effective technical assistance to the Galveston County Sheriff's Office. Attorney Daigle and Attorney Race will serve as the points of contact between DLG and the Parties. In our experience, when assessing policy and procedure, working as a collaborative team yields the most positive results.

Proposal for Services

POLICE CONSULTANT SERVICES

Eric P. Daigle:



Attorney Daigle is the principal and founder of Daigle Law Group, LLC, a firm that specializes in law enforcement operations, with an emphasis on management operational consulting services. His experience focuses on civil rights actions, including police misconduct litigation and employment actions. Mr. Daigle acts as legal advisor to police departments across the country, providing legal advice to law enforcement command staff and officers in the areas of legal liability, policy development, employment issues, use of force, laws of arrest and search and seizure. His experience focuses on internal affairs operations and use of force, specifically in the training, investigation, and supervision of force and deadly force incidents. Attorney Daigle speaks at seminars and conferences across the Country focusing on legal standards for effective and constitutional police operation.

He has served as a member of the Independent Monitoring Teams for Oakland CA and formally for Niagara Falls NY. He has worked with Law Enforcement Agencies who are under investigation of a Consent Decree by the Department of Justice Civil Rights Litigation Section. Attorney Daigle developed the DLG Policy Center which provides consulting services on policy development to departments across the Country.

Attorney Daigle is General Counsel for FBI- Law Enforcement Executive Development Association and a member of their instructor cadre teaching Supervisory Liability. He acts a General Counsel for National Internal Affairs Investigators Association (NIAIA) and FBI-National Academy Associated. He was the former Chair of the IACP Legal Officers Section and instructs at the IACP conference. Attorney Daigle is the Chairman of the Legal Section for the National Tactical Officers Association. He has completed the Force Science Institute Certification and Advanced Specialist training programs. He is a former member of the Connecticut State Police and now maintains his certification as a reserve officer.

Proposal for Services

POLICE CONSULTANT SERVICES

Joseph A Race:



Joseph Race is an Associate Attorney with the Daigle Law Group and specializes in policy and accreditation issues. Mr. Race recently retired as a Captain of the Madison (CT) Police Department where he commanded the Administrative Division which included Internal Affairs, Training, Accreditation, Recruitment & Selection and Public Information. During his time in Madison, Mr. Race successfully led the Madison Police Department to dual CALEA Accreditation for Law Enforcement and Public Safety Communication as well as State of Connecticut Tier III Accreditation.

Mr. Race is actively involved in accreditation and currently serves as a CALEA Assessment Team Leader and is the current president of the Connecticut Police Accreditation Coalition (ConnPAC). Mr. Race previously served as a Prison Rape Elimination Act (PREA) auditor and has conducted numerous mock and onsite assessments for various accrediting organizations. Additionally, Mr. Race is a member of the Connecticut Police Officer Standards & Training Council (POSTC) Accreditation subcommittee and is actively involved in revising and updated the State of Connecticut Accreditation standards.

In addition to policy and accreditation issues, Mr. Race is a Connecticut Police Officer Standards & Training Council (POSTC) certified instructor in numerous subjects and is a Risk Management & Liability Mitigation instructor for the University of Louisville, Southern Police Institute, Command Officers Development Course (CODC).

Mr. Race is a graduate of Winona State University in Winona, Minnesota and the Quinnipiac University School Law in Hamden, Connecticut. Mr. Race is a practicing member of the Connecticut state bar as well as the U.S. District Court for the District of Connecticut. Mr. Race is a graduate of the Southern Police Institutes 76th Command Officers Development Course and the 270th Session of the FBI National Academy. Mr. Race is also proud United States Marine Corps veteran.

Proposal for Services

POLICE CONSULTANT SERVICES

ATTACHMENT A

**GALVESTON COUNTY SHERIFF'S
OFFICE**

POLICIES AND PROCEDURES

**JAIL/DETENTION
INDEX**

CHAPTER 1 – DETENTION FACILITY

<u>Section</u>	<u>Subject</u>
1.01	Mission Statement
1.02	Management Philosophy
1.03	Policy Manual
1.04	Facility Administrator (Warden)
1.05	Organizational Chart
1.06	Chain of Command
1.07	Annual Report
1.08	Internal Audits
1.09	Public/Press Relations
1.10	Budgets
1.11	Inventory
1.12	Personnel
1.13	Facility Operations
1.14	Code of Ethics
1.15	Confidentiality
1.16	Evaluations – Performance Appraisal
1.17	Active File Flow
1.18	Written Reports
1.19	Vehicles
1.20	Post Orders

Proposal for Services

1.21	Supervision
1.22	Shift Coverage
1.23	Roll Call and Shift Change
1.24	Research and Management
1.25	Court Orders
1.26	Logs – Inmates Activity Log
1.27	Facility Smoking Policy
1.28	Facility Schedule
1.29	Facility Activity Frequency Schedule
1.30	Insurance Coverage
1.31	Drug Free Workplace
1.32	Employee Assistance Program
1.33	Facility Conditioning Program

CHAPTER 2 – DETENTION FACILITY - SUPPORT

<u>Section</u>	<u>Subject</u>
2.01	Facility Inspections
2.02	Facility Housekeeping
2.03	Facility Maintenance
2.04	Outside Services - Contractors
2.05	Trash Removal
2.06	Menu
2.07	Food Service
2.08	Alternative Inmate Meal Service
2.09	Food Preparation - Serving
2.10	Meal Schedules
2.11	Food Storage - Inventory
2.12	Food Service Sanitation - Hygiene
2.13	Deliveries
2.14	Utensil Storage & Equipment Use
2.15	Hunger Strikes
2.16	Alternative – Emergency Meal Plan
2.17	Medical Administration
2.18	Ectoparasite Control
2.19	Inmate Deaths
2.20	Notification – Next of Kin

Proposal for Services

- 2.21 Notification – Local Authorities
- 2.22 Court Ordered Forensics
- 2.23 Sample Collection for Genetic Marker Indexing
- 2.24 Medical Disaster Plan
- 2.25 Medical Classification
- 2.26 Safety and Sanitation Inspections
- 2.27 Medical Personnel
- 2.28 Medical Training
- 2.29 First Aid Kits
- 2.30 Medical Supplies
- 2.31 Health Care Services Unit
- 2.32 Pharmaceuticals
- 2.33 Medical Screenings
- 2.34 Sick Call
- 2.35 Medical Philosophy
- 2.36 Infection Control – Disease Prevention – Hygiene
- 2.37 Respiratory Protection Program
- 2.38 Substance Abuse
- 2.39 Dental Services
- 2.40 Special Medical Concerns
- 2.41 Sexual Assault
- 2.42 Prison Rape Elimination Act
- 2.43 Mentally Ill Inmates
- 2.44 Medical Use of Restraints
- 2.45 Pregnancy-Prenatal
- 2.46 Medical Records
- 2.47 Medical Emergencies
- 2.48 Outside Hospitalization
- 2.49 Inmate Clothing
- 2.50 Personal Clothing – Court Clothing
- 2.51 Laundry Schedule - Procedures
- 2.52 Inmate Workers
- 2.53 Tender Housing
- 2.54 Tender Rules & Regulations

Proposal for Services

CHAPTER 3 – INMATE COUNTS / SECURITY CHECKS

<u>Section</u>	<u>Subject</u>
3.01	Inmate Counts – Security Checks
3.02	Lockdown
3.03	Shakedowns – Searches
3.04	Inmate Movement
3.05	Mass Movement
3.06	External Inmate Movement
3.07	Funeral Furlough Escort
3.08	Transports
3.09	Hostages
3.10	Evacuations
3.11	Fire Safety Alarms
3.12	Fire Equipment
3.13	Fire Exits – Drills
3.14	Fire Inspections
3.15	Fire Rated Material
3.16	Bomb Threats – Security Threats
3.17	Pod Procedures
3.18	Lockers
3.19	Restraints
3.20	Use of Force
3.21	Video Documentation
3.22	Contraband
3.23	In-Person Lineups
3.24	Communications
3.25	Weapons – Use & Storage
3.26	Metal Detectors
3.27	Visitor Identification Cards
3.28	Contractor-Construction Access
3.29	Tool Control
3.30	Key Control
3.31	Key Cards & Proximity Readers
3.32	Disturbances – Emergency Response Team Activation
3.33	Hazardous Materials

Proposal for Services

3.34	Emergency Power
3.35	Security Breaches
3.36	Special Management Inmates
3.37	Escape
3.38	Inadvertent Release
3.39	Doors – Hallway Security
3.40	Inmate Identification
3.41	Suicide Watch – Prevention
3.42	Master Control
3.43	Work Stoppages
3.44	Inmate Rules
3.45	Inmate Discipline
3.46	Property Damage
3.47	Staff Movement
3.48	High Security Areas
3.49	Medical Emergencies – Injuries
3.50	Injured Staff

CHAPTER 4 – INMATE SERVICES / PROGRAMS

<u>Section</u>	<u>Subject</u>
4.01	Services – Programs
4.02	Visitation
4.03	Facility Tours
4.04	Contact Visits
4.05	Clergy Visits
4.06	Attorney Visits
4.07	Law Enforcement Interviews - Temporary Custody
4.08	Legal Assistance to Inmates
4.09	Law Library
4.10	Commissary Funds - Procedures
4.11	Inmate Use of Phones
4.12	Inmate Hair Care
4.13	Inmate Mail – Correspondence
4.14	Inmate Records – Access to Records
4.15	Inmate Religious Services

Proposal for Services

4.16	Inmate Marriages
4.17	Inmate Grievances
4.18	Educational Programs
4.19	Exercise – Leisure Programs
4.20	Counseling – Social Services
4.21	Volunteers
4.22	Inmate Library
4.23	Television - Videos
4.24	Inmate Rights

CHAPTER 5 – DETENTION FACILITY - INTAKE

<u>Section</u>	<u>Subject</u>
5.01	Access to Facility
5.02	Parking
5.03	Admissions
5.04	Breath Alcohol Testing
5.05	Periodic Imprisonment
5.06	Weapons
5.07	Booking
5.08	Mass Arrests
5.09	Property Disposal – Storage
5.10	Inmate Funds
5.11	Inmate Searches
5.12	Identification Process
5.13	Bonds – Bail
5.14	Assignment to Housing
5.15	Classification
5.16	Orientation
5.17	Release from Custody
5.18	Victim Notification
5.19	Housing Prisoners from Other Jurisdictions
5.20	Transfer of Inmates to IDOC
5.21	Court Procedures
5.22	Video Court Appearances

Proposal for Services

CHAPTER 6 – FIELD TRAINING OFFICER PROGRAM

<u>Section</u>	<u>Subject</u>
6.01	Field Training Officer Program
6.02	Staff Training Program
6.03	Administration Training
6.04	Staff Training
6.05	Volunteer Training
6.06	Weapons – Use of Force Training
6.07	Part-Time Employees
6.08	Emergencies
6.09	Health Care Training
6.10	Clerical Staff Training
6.11	Support Staff

GALVESTON COUNTY SHERIFF'S OFFICE

POLICIES AND PROCEDURES

LAW ENFORCEMENT INDEX

CHAPTER 1 – DEPARTMENT ROLE AND AUTHORITY

<u>Section</u>	<u>Subject</u>
1.01	Law Enforcement Function
1.02	Limits of Authority
1.03	Written Policy System
1.04	Jurisdiction and Mutual Aid
1.05	Harassment and Discrimination
1.06	Strip and Body Cavity Searches
1.07	Investigatory Stop Policy

Proposal for Services

1.08 H.R. 218

1.09 Bias-Based Policing

CHAPTER 2 – ORGANIZATION AND MANAGEMENT

<u>Section</u>	<u>Subject</u>
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2.01	Department Organizational Structure
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2.02	Goals and Objectives
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2.03	Unity of Command/Span of Control
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2.04	Authority and Management
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2.05	General Management and Administration
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2.06	Recording Police Officers
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2.07	Line and Staff Inspections
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2.08	Public Information – Media Relations
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2.09	Uniform Standards and Dress Code
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2.10	Reserve Police Officers
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2.11	Fiscal Management
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CHAPTER 3 – RULES OF CONDUCT

<u>Section</u>	<u>Subject</u>
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3.01	Use of Force – General
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3.02	Electronic Control Weapons
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3.03	Chemical Agents
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3.04	Impact Weapons
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3.05	Reporting and Investigating Force
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3.06	Pursuit Policy
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3.07	Firearms Policy
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3.08	Patrol Rifles
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3.09	Canine Policy
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CHAPTER 4 – DISCIPLINARY PROCEDURES

<u>Section</u>	<u>Subject</u>
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4.01	Citizen Complaint
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Proposal for Services

- 4.02 Investigation of Misconduct and Citizen Complaints
- 4.03 Disciplinary Policy
- 4.04 Off Duty Action Policy
- 4.05 Grievance Procedures
- 4.06 Employee Drug Testing Policy
- 4.07 Alcohol & Substance Abuse
- 4.08 Use of Medical Marijuana
- 4.09 Officer Involved Domestic Violence
- 4.10 Electronic Monitoring Policy

CHAPTER 5 – PATROL FUNCTIONS

Section Subject

- 5.01 Patrol Administration
- 5.02 Vehicle Operations
- 5.03 Equipment
- 5.04 Lost or Missing Persons Complaint
- 5.05 Family Violence Investigations
- 5.06 Mentally Ill and Homeless Individuals
- 5.07 Arrest Processing
- 5.08 Traffic Accident Investigations
- 5.09 Traffic Enforcement
- 5.10 Securing Prisoners
- 5.11 Prisoner Transportation
- 5.12 Mobile Data Computers
- 5.13 Americans with Disabilities Act
- 5.14 Social Media
- 5.15 Report Writing
- 5.17 Intoxicated Individuals
- 5.18 Body Worn/Mobile Cameras
- 5.19 Transporting Civilians
- 5.20 Towing Motor Vehicles
- 5.21 Abandoned Motor Vehicles
- 5.22 Radio Procedures
- 5.23 Dignitaries and VIP Security

Proposal for Services

CHAPTER 6 – FIELD TRAINING OFFICER PROGRAM

<u>Section</u>	<u>Subject</u>
6.01	Criminal Investigation Administration
6.02	Criminal Investigation Operation
6.03	Collection of Evidence – Administration
6.04	Collection of Evidence – Operations
6.05	Property and Evidence Control
6.06	Youth Investigations
6.07	Sexual Assault Investigations
6.08	Confidential Informants
6.09	Eyewitness Identification
6.10	Child Abuse Investigation
6.11	School Resource Officer
6.12	Narcotics Investigations
6.13	Crime Prevention
6.14	Victim/ Witness Assistance – Administration
6.15	Victim/Witness Assistance – Operations
6.16	Death Notifications

CHAPTER 7 – SPECIAL OPERATIONS

<u>Section</u>	<u>Subject</u>
7.01	Special Response Team & Hostage Negotiations Team
7.02	Hazardous Devices
7.03	Unusual Occurrences
7.04	Crowd Management and Control
7.05	Critical Incident Management

Proposal for Services

CHAPTER 8 – PERSONNEL

<u>Section</u>	<u>Subject</u>
8.01	Recruitment
8.02	Selection
8.03	Promotion
8.04	Performance Evaluations
8.05	Pregnancy
8.06	FMLA policy
8.07	Military Leave
8.08	Line of Duty Deaths
8.09	Secondary Employment
8.10	Awards and Commendations
8.11	Time Cards
8.12	Scheduling
8.13	Workers Compensation
8.14	Part-Time and Auxiliary Officers

CHAPTER 9 - TRAINING AND SELECTIONS

<u>Section</u>	<u>Subject</u>
9.01	Training – Administration
9.02	Academy Training
9.03	Training Instructors
9.04	Recruit Training
9.05	In-service, Roll Call, and Advanced Training
9.06	Civilian Training
9.07	Career Development

CHAPTER 10 – SUPPORT AND TECHNICAL SERVICES

<u>Section</u>	<u>Subject</u>
10.01	Legal Process – Records
10.02	Legal Process – Criminal Process

Proposal for Services

- 10.03 Communications – Administration
- 10.04 Communications – Procedures
- 10.05 Portable Radios
- 10.06 Dispatch Center and Operation
- 10.07 Logging Recorder
- 10.08 Records Management
- 10.09 Freedom of Information
- 10.10 Parking Tickets
- 10.11 Traffic Stop Statistics



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***39.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/23/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Sheriff's Office / Auto Crimes Task Force
- 5) **Department Contact:** Lt Smitty Hill
- 6) **Description:** one year access to NCite Mobile Detective cell phone app for Auto Crimes Task Force and Catalytic Converter Unit grants personnel
- 7) **PEID No:** 724253
- 8) **Req No:** REQ-0003727 / PO-0004042
- 9) **Orgkey:** 211101 GR-0000647 and GR-0000653
- 10) **Object Code:** 5492100 / Mobile Phone Expense
- 11) **Vendor:** HID Global
- 12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** Auto Crimes Task Force grant & Catalytic Converter Unit grant
- 14) **Fund #:** 2864 GR-0000647 and GR-0000653
- 15) **Current Year Budgeted:** \$3,300 (GR-0000647 for \$2,700 and GR-0000653 for \$600)
- 16) **Current Year Projected:** \$3,300
- 17) **Year 2:** \$3,000
- 18) **Year 3:**
- 19) **Year 4:**
- 20) **Year 5:**
- 21) **Totals:**

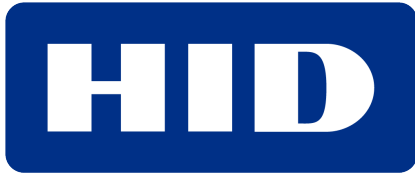
To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 7/7/2025
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 7/6/2026
- 26) **Contract # Issued by Purchasing Department:** 227578

NOTES:

Approval History

Seq #	Approver	Action	Action Date
1	Jimmy Fullen	Approve	6/24/25 8:22 am
2	Melissa Fleming	Disapprove	6/24/25 2:29 pm
Notes:	two additional quotes are required to satisfy procurement		
3	Jimmy Fullen	Approve	6/26/25 8:38 am
4	Melissa Fleming	Approve	6/26/25 4:46 pm
Notes:	Sole Source Letter included per Rufus Crowder and Erin Quiroga		
5	Rufus Crowder	Approve	6/27/25 1:58 pm
6	Diana Huallpa	Approve	6/30/25 12:59 pm
7	Sergio Cruz	Approve	6/30/25 1:54 pm
8	Veronica Van Horn	Approve	6/30/25 5:23 pm



Owned By: Greg Bonner

Cell:

Phone:

Email: greg.bonner@hidglobal.com

Customer Contact:

Customer: Galveston County, Tx

Customer Address: 601 54TH STREET

Galveston TEXAS
77551 United States

Quote Number: SQ-2025-EAT-251333

Revision No.: 1

Approval Date: 06/13/2025

Expiration Date: 09/11/2025

Currency: USD

Terms: NET 30

Integrator:

Distributor:

Quote Description:

#	Item	Description	Qty	Sale Price Each	Extended Sale Price
1	NC-MD-SUB-1	HID NCITE MOBILE DETECTIVE, 1ST YEAR - IAM MSRP Price List	11	\$300.00	\$3,300.00

TOTAL: \$3,300.00

Please note: when Volume Pricing is quoted, the Discount Percentage will apply to the Quantity Tier ordered, and this may not match the Quantity Tier quoted.

UNLESS A SEPARATE WRITTEN AND MUTUALLY EXECUTED AGREEMENT IS CURRENTLY IN FORCE BETWEEN HID AND PURCHASER, PURCHASE OF THE PRODUCTS AND/OR SERVICES LISTED ABOVE IS GOVERNED BY THE APPLICABLE TERMS AND CONDITIONS LOCATED AT WWW.HIDGLOBAL.COM/SALES-POLICY ("HID TERMS AND CONDITIONS")



611 Center Ridge Drive
Austin, Texas 78753 USA

FREE +1 800 237 7769
MAIN +1 512 776 9000
FAX +1 512 776 9630

May 28th , 2025

Galveston County, Tx
601 54th St. Galveston, Tx 77551

RE: Quote Number: SQ-2025-EAT-233877

To Whom It May Concern:

This letter serves to notify you that HID Global Corporation is the sole publisher of the NCITE - Mobile Detective® application. This application allows law enforcement officers to run NCIC and SETCIC database queries, as well as initiate rapid response LoJack® traces, using a unique security and authentication method.

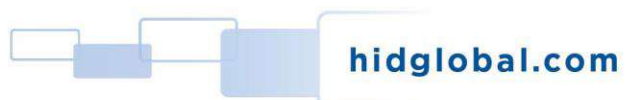
Mobile Detective utilizes specially developed code that allows for the querying of multiple databases as well as LoJack® traces in a secure manner under the criteria set forth by FBI CJIS Division. Additionally, Mobile Detective® runs as a simple application that can be launched and run with minimal deterioration of battery life.

HID is the only provider and does not authorize any resellers to sell NCITE - Mobile Detective.

Sincerely,

A handwritten signature in black ink, appearing to read "MJ", is written over a light blue rectangular background.

Michael Jones
US Federal Business Development Director mike.jones1@hidglobal.com
540-413-6847





GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***40.**

Consideration of authorizing the County Judge to execute Special Warranty Deed to the City of Clear Lake Shores for all that certain tract or parcel of land being more particularly described as “that certain strip of land designated as Tindel Drive on the map of Silver Lagoon Estates, a subdivision in Galveston County, Texas, according to the map thereof recorded in Volume 254-A, Page 84 and transferred to Book 6, Page 37, in the Office of the County Clerk of Galveston County, Texas” submitted by Platting & Right-of-Way

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 2:04 pm

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

SPECIAL WARRANTY DEED

STATE OF TEXAS §
 §
COUNTY OF GALVESTON §

COUNTY OF GALVESTON, STATE OF TEXAS (“Grantor”), whose mailing address is 722 Moody Avenue, Galveston, Texas, 77550, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, GRANTED, BARGAINED, SOLD and CONVEYED, and does GRANT, BARGAIN, SELL and CONVEY to **CITY OF CLEAR LAKE SHORES, TEXAS** (“Grantee”), whose mailing address is 1006 S Shore Drive, Clear Lake Shores, Texas 77565, for the use as a public street and roadway, a perpetual easement and right of way in, over, across and upon all that certain tract or parcel of land lying and being that real property situated in Galveston County, Texas, more particularly described on Exhibit A, attached hereto and incorporated herein by reference, together with all rights, title, and interests appertaining thereto (the “Property”).

THIS CONVEYANCE is made and accept subject to any and all restrictions, covenants, conditions, exceptions, reservations, easements, right-of-way, and encumbrances, if any, applicable to and enforceable against the Property as shown by the records of the County Clerk of Galveston County, Texas and all zoning laws, regulations, and ordinances of municipal and/or other governmental agencies and authorities relating to the Property.

TO HAVE AND TO HOLD the Property, together with all and singular the rights and appurtenances thereof, to the same being, belonging, or in any manner appertaining, to Grantee and Grantee’s heirs, successors, and assigns forever.

AND GRANTOR will forever defend the right and title to the Property unto Grantee against the lawful claims of all persons claiming by, through or under Grantor, but not otherwise.

Taxes for the current year having been prorated to the date of this deed, payment thereof is assumed by Grantee.

IN WITNESS WHEREOF, the undersigned has caused this conveyance to be properly executed,
as of the _____ day of _____ 2025.

GRANTOR:

County of Galveston, State of Texas

By: _____
Mark Henry
County Judge

ACKNOWLEDGMENT

STATE OF TEXAS }

COUNTY OF GALVESTON }

BEFORE ME, the undersigned authority, on this day personally appeared Mark Henry, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this _____ day of _____, 2025.

Notary Public in and for the State of Texas

My Commission expires: _____

GRANTEE:

City of Clear Lake Shores, State of Texas

By: _____
Randy Chronister
Mayor

ACKNOWLEDGMENT

STATE OF TEXAS }

COUNTY OF GALVESTON }

BEFORE ME, the undersigned authority, on this day personally appeared Randy Chronister, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this _____ day of _____, 2025.

Notary Public in and for the State of Texas

My Commission expires: _____

EXHIBIT A

Legal Description of Property

THAT CERTAIN STRIP OF LAND DESIGNATED AS TINDEL DRIVE ON THE MAP OF SILVER LAGOON ESTATES, A SUBDIVISION IN GALVESTON COUNTY, TEXAS, ACCORDING TO THE MAP THEREOF RECORDED IN VOLUME 254-A, PAGE 84 AND TRANSFERRED TO BOOK 6, PAGE 37, IN THE OFFICE OF THE COUNTY CLERK OF GALVESTON COUNTY, TEXAS



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***41.**

Consideration of Cast-A-Way Cove subdivision submitted by Platting & Right-of-Way

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 1:32 pm

LEGAL DESCRIPTION - 3.015 ACRES

BEING A 3.015 ACRE TRACT OF LAND LYING IN THE ELIJAH FRANKS SURVEY, ABSTRACT NO. 64, IN GALVESTON COUNTY, TEXAS, AND BEING PART OF THAT SAME CALLED 70.69 ACRE TRACT DESCRIBED IN AN INSTRUMENT TO ROBERT C. MISTROT AND TRACY A. MISTROT, RECORDED IN CLERK FILE NO. 202026834, OFFICIAL PUBLIC RECORDS OF GALVESTON COUNTY, TEXAS (OPRGCT), SAID 3.015 ACRES BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" ROD FOUND IN THE NORTH LINE OF A 0.343 ACRE TRACT DESCRIBED IN AN INSTRUMENT TO RAY ROSS RECORDED IN CLERK FILE NO. 2022018132, (OPRGCT), FOR THE SOUTHEAST CORNER OF A 74.85 ACRE TRACT DESCRIBED IN AN INSTRUMENT TO RUSSELL MCCRAY, III, RECORDED IN CLERK FILE NO. 2006037094, (OPRGCT), AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 24°51'07" WEST, ALONG THE EAST LINE OF SAID 74.85 ACRE TRACT AND THE WEST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 255.00 FEET TO A ROD CAPPED " ACCESSSURVEYORS" SET FOR THE MOST WESTERLY NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 65°08'42" EAST, ACROSS SAID 70.69 ACRE TRACT AND ALONG THE MOST WESTERLY NORTH LINE OF THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 354.86 FEET TO A ROD CAPPED " ACCESSSURVEYORS" SET FOR THE INTERIOR CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 25°22'51" WEST, ACROSS SAID 70.69 ACRE TRACT AND ALONG THE MOST NORTHERLY WEST LINE OF THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 150.00 FEET TO A ROD CAPPED " ACCESSSURVEYORS" SET FOR THE MOST NORTHERLY NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 64°37'09" EAST, ACROSS SAID 70.69 ACRE TRACT AND ALONG THE MOST EASTERLY NORTH LINE OF THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 100.00 FEET TO A ROD CAPPED " ACCESSSURVEYORS" SET IN THE WEST LINE OF CAPLEN STREET, A VARIABLE WIDTH PRIVATE ROAD, FOR THE NORTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 25°22'51" EAST, ALONG THE WEST LINE OF SAID CAPLEN STREET AND THE EAST LINE OF THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 405.93 FEET TO A ROD CAPPED " ACCESSSURVEYORS" FOUND FOR THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE SOUTH 65°08'42" WEST, ALONG THE NORTH LINE OF A 0.9649 ACRE TRACT DESCRIBED IN AN INSTRUMENT TO MICHAEL TUBBS, ET UX, RECORDED IN CLERK FILE NO. 2023010058, (OPRGCT), THE NORTH LINE OF A 0.4923 ACRE TRACT DESCRIBED IN AN INSTRUMENT TO FRANK NGUYEN, ET UX, RECORDED IN CLERK FILE NO. 202304286, (OPRGCT), THE NORTH LINE OF A 0.343 ACRE TRACT AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT FOR A DISTANCE OF 457.22' TO THE POINT AND PLACE OF BEGINNING, CONTAINING 3.015 ACRES OF LAND, MORE OR LESS.

SURVEYOR'S NOTES:

- ALL BEARINGS AND COORDINATES ARE GRID, BASED ON THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), SOUTH CENTRAL ZONE.
- ALL ELEVATIONS ARE NAVD88 (CALCULATED USING GEOID 18), BASED ON RTK GNSS OBSERVATION AND TIED TO TRIMBLE'S VRS NETWORK.
- ACCORDING TO FEMA'S FLOOD INSURANCE RATE MAP NO. 48167C0144G, DATED AUGUST 15, 2019, THE SUBJECT PROPERTY IS LOCATED IN FLOOD ZONE "VE". FLOOD ZONE LOCATION IS BASED ON SCALED FIRM ONLY. ACCESS SURVEYORS, LLC DOES NOT WARRANT NOR SUBSCRIBE TO THE ACCURACY OF SAID FIRM.
- ALL CORNERS ARE SET IRON RODS WITH A PLASTIC CAP STAMPED "ACCESS SURVEYORS", UNLESS SHOWN OTHERWISE.

I, MICHAEL C. SHANNON, COUNTY ENGINEER OF GALVESTON COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE PLAT OF THIS SUBDIVISION COMPLIES WITH ALL EXISTING RULES AND REGULATIONS OF THIS OFFICE, AS ADOPTED BY COMMISSIONER'S COURT.

MICHAEL C. SHANNON - COUNTY ENGINEER

APPROVED FOR FILING, WHEREIN GALVESTON COUNTY ASSUMES NO OBLIGATION FOR GRADING, DRAINAGE STRUCTURES, OR SURFACING OF THE STREETS OR ROADS OR MAKING ANY OTHER IMPROVEMENTS IN SAID SUBDIVISION.

JOE GIUSTI - COMMISSIONER PRECINCT NO. 2

MARK A. HENRY - COUNTY JUDGE

THE ABOVE SUBDIVISION TITLED CAST-A-WAY COVE AS MAPPED, APPROVED BY THE COMMISSIONER'S COURT OF GALVESTON COUNTY, TEXAS, BY ORDER OF

_____, 2025.

DWIGHT D. SULLIVAN, COUNTY CLERK
GALVESTON COUNTY, TEXAS

STATE OF _____
COUNTY OF _____

PROSPERITY BANK, OWNER AND HOLDER OF A LIEN AGAINST THE PROPERTY DESCRIBED AS A 70.69 ACRE TRACT DESCRIBED IN AN INSTRUMENT TO ROBERT C. MISTROT AND TRACY A. MISTROT, RECORDED IN CLERK FILE NO. 2024018827, OFFICIAL PUBLIC RECORDS OF GALVESTON COUNTY, TEXAS; DO HEREBY IN ALL THINGS SUBORDINATE MY INTEREST IN SAID PROPERTY TO THE PURPOSES AND EFFECTS OF SAID PLAT AND HEREBY CONFIRM THAT I AM THE PRESENT OWNER OF SAID LIEN AND HAVE NOT ASSIGNED THE SAME NOR ANY PART THEREOF.

RHONDA DEVILLIER, PRESIDENT

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED RHONDA DEVILLIER, KNOW TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THE SAME WAS THE ACTING OWNER FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE

THIS _____ DAY OF _____, 2025.

NOTARY PUBLIC IN AND FOR THE STATE OF _____

PRINT NAME: _____ MY COMMISSION EXPIRES: _____

Access
Surveyors, LLC
Commercial - Industrial - Residential
11025 Old Voth Road - Beaumont, Texas 77713
Telephone (409) 838-6322 Facsimile 838-6122
www.access-surveyors.com § rpls5163@aol.com
FILE: CAST-A-WAY COVE_2024019.SUB-PLAT TECHNICIAN: A.M.C.L.

SCALE: 1" = 35'
SHEET: 24" x 36"

Final Plat of

CAST-A-WAY COVE

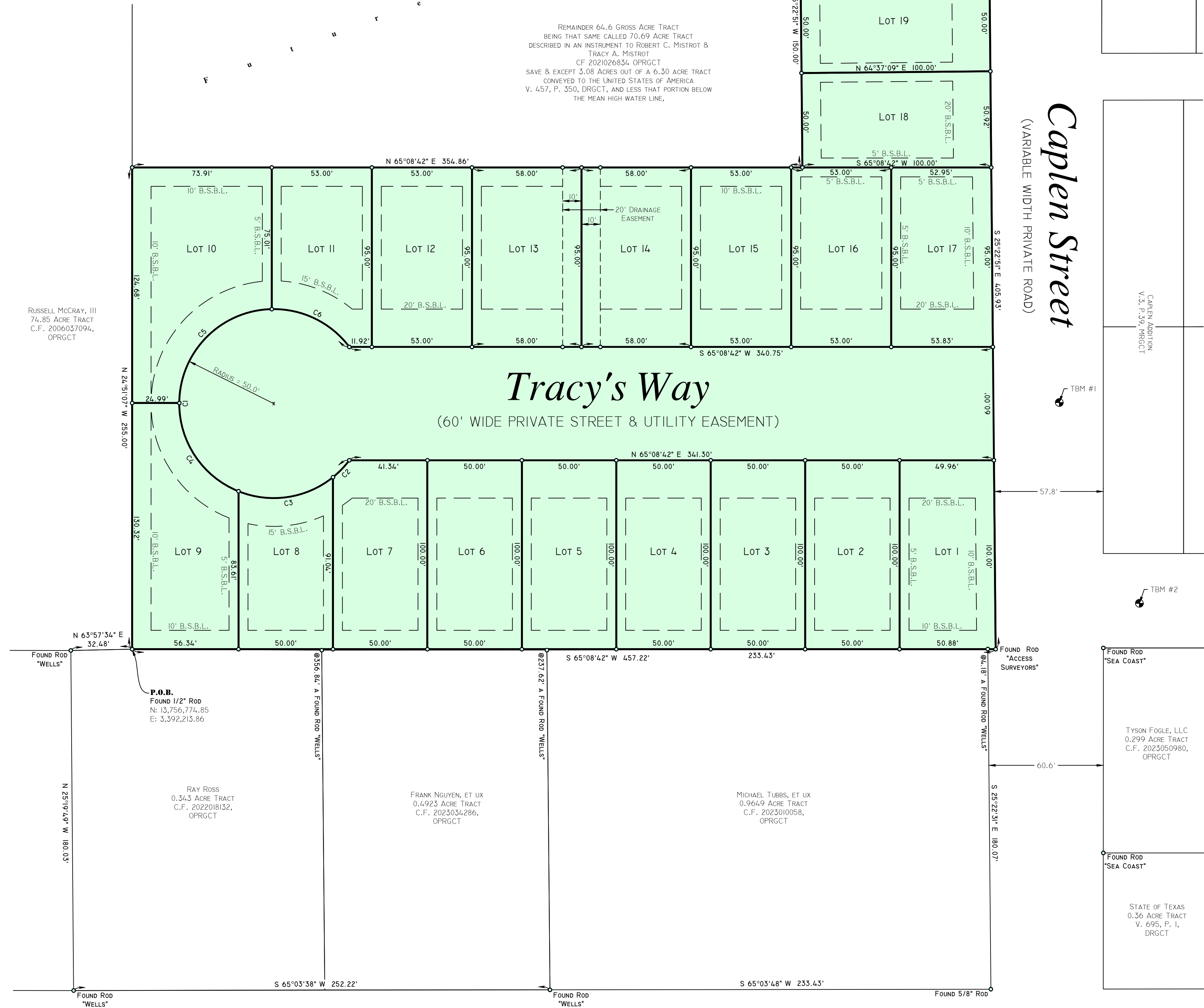
Lots 1 - 20

being 3.015 acres of land

lying in the

Elijah Franks Survey, Abstract No. 64

Galveston County, Texas



TBM LEGEND

TBM #1 SET MAG NAIL IN ROADWAY
N: 13,757,099.70
E: 3,392,604.44
EL: 4.96' (NAVD88)

TBM #2 SET R.R. SPIKE IN POWER POLE
N: 13,757,021.05
E: 3,392,687.60
EL: 8.02' (NAVD88)

LEGEND

POB POINT OF BEGINNING

B.S.B.L. BUILDING SETBACK LINE

SET ROD WITH PLASTIC CAP STAMPED "ACCESS SURVEYORS", UNLESS SHOWN OTHERWISE

TBM - TEMPORARY BENCHMARK

CURVE #	LENGTH	RADIUS	CURVE DATA
C1	249.81'	50.00'	S 24°51'08" E 40.00'
C2	12.40'	50.00'	N 10°10'34" E 12.44'
C3	52.99'	50.00'	N 56°14'48" E 50.55'
C4	59.73'	50.00'	S 56°14'25" E 56.24'
C5	77.18'	50.00'	S 19°42'34" W 69.72'
C6	47.64'	50.00'	N 88°54'23" W 45.68'

STATE OF TEXAS
COUNTY OF GALVESTON

ROBERT C. MISTROT AND TRACY A. MISTROT, HEREIN AFTER REFERRED TO AS OWNERS (WHETHER ONE OR MORE) OF THE 3.015 ACRES DESCRIBED IN THE ABOVE AND FOREGOING MAP OF CAST-A-WAY COVE, DO HEREBY MAKE AND ESTABLISH SAID PLAT AND DEVELOPMENT PLAN OF SAID PROPERTY ACCORDING TO ALL LINES, DEDICATIONS, RESTRICTIONS, AND NOTATIONS ON SAID MAPS OR PLAT AND HEREBY DEDICATE TO THE USE OF THE PUBLIC FOREVER, ALL STREETS (EXCEPT THOSE STREETS DESIGNATED AS PRIVATE STREETS), ALLEYS, PARKS, WATER COURSES, DRAINS, EASEMENTS, AND PUBLIC PLACES SHOWN THEREON FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED; AND DO HEREBY BIND MYSELF, MY HEIRS, SUCCESSORS AND ASSIGNS TO WARRANT AND DEFEND THE TITLE TO THE LAND SO DEDICATED.

FURTHER, OWNERS DO HEREBY DECLARE THAT ALL PARCELS OF LAND DESIGNATED AS LOTS ON THIS PLAT ARE ORIGINALLY INTENDED FOR THE CONSTRUCTION OF RESIDENTIAL DWELLING UNITS THEREON AND SHALL BE RESTRICTED FOR THE SAME UNDER THE TERMS AND CONDITIONS OF SUCH RESTRICTIONS IF FILED SEPARATELY.

FURTHER, OWNERS DO HEREBY COVENANT AND AGREE THAT ALL OF THE PROPERTY WITHIN THE BOUNDARIES OF THIS PLAT AND ADJACENT TO ANY DRAINAGE EASEMENT, DITCH, GULLY, CREEK, OR NATURAL DRAINAGE WAYS SHALL HEREBY BE RESTRICTED TO KEEP SUCH DRAINAGE WAYS AND EASEMENTS CLEAR OF FENCES, BUILDINGS, PLANTING, AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITY AND THAT SUCH PROPERTY ABUTTING SHALL NOT BE PERMITTED TO DRAIN DIRECTLY INTO THIS EASEMENT EXCEPT BY MEANS OF AN APPROVED DRAINAGE STRUCTURE.

FURTHER, OWNERS DO HEREBY DEDICATE TO THE PUBLIC A STRIP OF LAND THIRTY (30') FEET WIDE ON EACH SIDE OF THE CENTERLINE OF ANY AND ALL BAYOUS, CREEKS, GULLIES, RAVINES, DRAWS, SLOUGHS, OR OTHER NATURAL DRAINAGE COURSES LOCATED IN SAID PLAT, AS EASEMENTS FOR DRAINAGE PURPOSES, GIVING GALVESTON COUNTY OR ANY OTHER GOVERNMENTAL AGENCY, THE RIGHT TO ENTER UPON SAID EASEMENT AT ANY AND ALL TIMES FOR THE PURPOSE OF CONSTRUCTION AND MAINTENANCE OF DRAINAGE FACILITIES AND STRUCTURES.

FURTHER, OWNERS DO HEREBY COVENANT AND AGREE THAT ALL OF THE PROPERTY WITHIN THE BOUNDARIES OF THIS PLAT SHALL BE RESTRICTED TO PROVIDE THAT DRAINAGE STRUCTURES UNDER PRIVATE DRIVEWAYS SHALL HAVE A NET DRAINAGE AREA OF SUFFICIENT SIZE TO PERMIT THE FREE FLOW OF WATER WITHOUT BACKWATER AND IN NO INSTANCE HAVE A DRAINAGE OPENING NO LESS THAN 3.14 SQUARE FEET (12" DIAMETER) WITH CULVERTS AND BRIDGES TO BE PROVIDED FOR ALL PRIVATE DRIVEWAYS OR WALKWAYS CROSSING SUCH DRAINAGE FACILITIES.

FURTHER, OWNERS DO HEREBY COVENANT AND AGREE THAT THOSE STREETS LOCATED WITHIN THE BOUNDARIES OF THIS PLAT SPECIFICALLY NOTED AS PRIVATE STREETS, SHALL HEREBY BE ESTABLISHED AND MAINTAINED AS PRIVATE STREETS BY THE OWNERS, HEIRS, SUCCESSORS AND ASSIGNS TO PROPERTY LOCATED WITHIN THE BOUNDARIES OF THIS PLAT AND ALWAYS AVAILABLE FOR THE GENERAL USE OF SAID OWNERS AND TO THE PUBLIC FOR FIREMEN, FIRE FIGHTING EQUIPMENT, POLICE, AND OTHER EMERGENCY VEHICLES OF WHATEVER NATURE AT ALL TIMES AND DO HEREBY BIND OURSELVES, OUR HEIRS, SUCCESSORS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DESIGNATED AND ESTABLISHED AS PRIVATE STREETS.

FURTHER, OWNERS CERTIFY AND COVENANT THAT THEY HAVE COMPLIED WITH OR WILL COMPLY WITH THE EXISTING GALVESTON COUNTY REGULATIONS HERETOFORE ON FILE WITH THE GALVESTON COUNTY ENGINEER AND ADOPTED BY THE COMMISSIONER'S COURT.

ROBERT C. MISTROT, OWNER TRACY A. MISTROT, OWNER

STATE OF TEXAS
COUNTY OF GALVESTON

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED ROBERT C. MISTROT AND TRACY A. MISTROT, KNOWN TO ME TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE _____ DAY OF _____, 2025.

BY: _____
NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

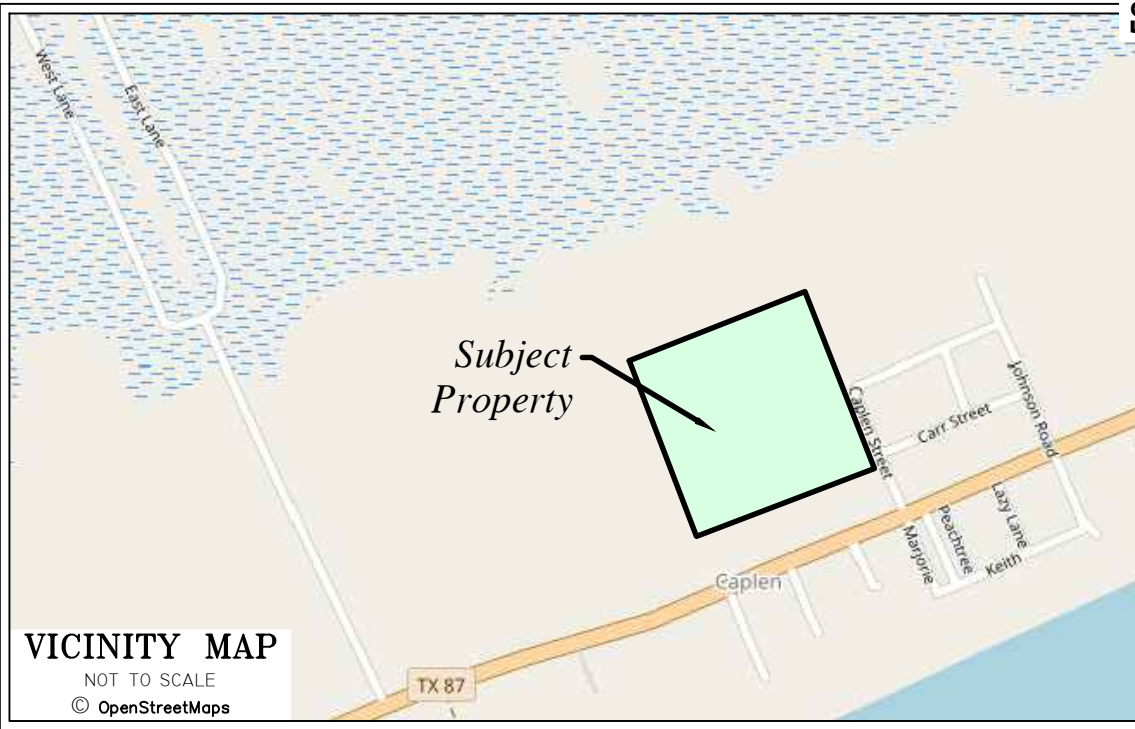
SURVEYOR'S CERTIFICATE:

THIS IS TO CERTIFY THAT I, SCOTT N BRACKIN, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HAVE PLATTED THE ABOVE SUBDIVISION FROM AN ACTUAL SURVEY ON THE GROUND, AND THAT ALL BLOCK CORNERS, ANGLE POINTS, AND POINTS OF CURVE ARE OR WILL BE PROPERLY MARKED WITH PERMANENT MONUMENTS AND THAT THIS PLAT CORRECTLY REPRESENTS THAT SURVEY.

SURVEYED: MAY 24, 2024. PLAT DATED: AUGUST 1, 2024. PLAT REVISED: JUNE 18, 2025.

SCOTT N BRACKIN
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6650

(SEAL)



STATE OF TEXAS
COUNTY OF GALVESTON

I, DWIGHT D. SULLIVAN, COUNTY CLERK, GALVESTON COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE WRITTEN INSTRUMENT WAS FILED FOR RECORD IN MY OFFICE ON

_____, 2025 AT _____ O'CLOCK _____ M., AND DULY RECORDED ON

_____, 2025 AT _____ O'CLOCK _____ M., IN PLAT RECORD

_____, MAP NUMBER _____, GALVESTON COUNTY MAP RECORDS

WITNESS MY HAND AND SEAL OF OFFICE, AT GALVESTON, TEXAS, THE DAY AND DATE LAST ABOVE WRITTEN.

DWIGHT D. SULLIVAN, COUNTY CLERK
GALVESTON COUNTY, TEXAS

By _____, DEPUTY



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***42.**

Consideration of request of tax refunds in excess of \$2,500.00 submitted by the Tax Assessor/Collector

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 3:37 pm



Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us



July 1, 2025

County Judge Mark Henry
722 Moody Ave.
Galveston, Texas 77550

Re: Tax Refunds in Excess of \$2,500.00

Dear Judge Henry:

In accordance with Section 31.11 (a) of the Texas Property Tax Code, I hereby request approval of 13 refunds totaling \$103,274.02 as shown on the attached report. A complete detailed listing of accounts is included with the backup to support this request. Overpayments are indicated by "O" and duplicate payments "D".

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Beck".

Cheryl E. Johnson, PCC, CTOP

By: Tristan Beck

Attachments

FROM: 05/31/2025 TO: 06/30/2025

MINIMUM DOLLAR AMOUNT: \$2500

REFUNDS REPORTED FOR INSPECTION ONLY

ACCOUNT NUMBER	UNP TOT	YEAR	UNIT	OWNER NAME	APPR DIST #	SUIT REC TYPE	DEPOSIT RECEIPT	DATE	REMITTANCE#	STAT	AMOUNT	REFUND REASON(S)
108715	2024	8001	KEO BEC SORHA	351001311005001	TL	165062325GV	1 06/23/2025	20250623	60342447	PA	8,214.11	
CHECK PAYEE: CORELOGIC TAX SERVICES, LLC												
3001 HACKBERRY ROAD												
IRVING TX75063												
6,7 & PT OF LOT 5 (1005-1) NE BLK												
GALVESTON OUTLOTS												

FIDO # : 25546803

TOTAL AMOUNT DUE FOR ACCOUNT .00

NOTE:

125365 421400000115000
2024 8001 THERRIEN PAUL RICHARD
CHECK PAYEE: THERRIEN PAUL RICHARD
7 HACKBERRY LANE
HOUSTON TX770275603

148060925GV 20250609
TL 1 06/09/2025
ABST 121 HALL & JONES SUR LOT 115
JAMAICA BEACH SEC 26
60305479 PA
CHECK TOTAL: 14,697.64

TOTAL AMOUNT DUE FOR ACCOUNT .00

NOTE:

157984 460400030011002
2024 8001 HC LEAGUE CITY PARTNERS LLC
CHECK PAYEE: HC LEAGUE CITY PARTNERS LLC
C/O CATHERINE N BUI
30242 ESPERANZA
RANCHO SANTA MARGARITA CA926882121

973060925RV 20250609
TL 1 06/09/2025
ABST 18 M MULDOON SUR W PT OF LOT
(11-2) DIV C LEAGUE CITY AKA HUNTC
APARTMENTS
59097949 RV
CHECK TOTAL: 7,915.56

FIDO # : 36288845

TOTAL AMOUNT DUE FOR ACCOUNT .00

NOTE:

180135 628500000055000
2024 8001 WALLEY JERRY & BEVERLY A
CHECK PAYEE: WALLEY JERRY & BEVERLY A
9393 3RD ST
LUMBERTON TX776577916

167060925 20250609
TL 1 06/09/2025
ABST 65 PAGE 7 LOT 55 SANDY SHORES
60308619 PA
CHECK TOTAL: 2,938.90

TOTAL AMOUNT DUE FOR ACCOUNT .00

NOTE:

ACCOUNT NUMBER	UNP TOT	YEAR	UNIT	OWNER NAME	APPR DIST #	SUIT REC TYPE	DEPOSIT RECEIPT	DATE	REMITTANCE#	STAT	AMOUNT	REFUND REASON(S)
204531		2024	8001	GUERRA JOSE R & CHONG C		TL	148060325GV	20250603	60281550	PA	5,849.45	D
CHECK PAYEE:				GUERRA JOSE R & CHONG C		ABST 155 P G MERRITT SUR LOTS 4 & 4 CHEYENNE SUB REPLAT	1 06/03/2025			CHECK TOTAL:	5,849.45	
5614 CHISHOLM TRL				DICKINSON TX775395956								
TOTAL AMOUNT DUE FOR ACCOUNT											.00	
NOTE:												
388788		2024	8001	CUSTOM CHEMICAL SERVICES LLC		TL	166062425GV	20250624	60343844	PA	9,271.50	O
CHECK PAYEE:				CUSTOM CHEMICAL SERVICES LLC		ABST 43 D BUCKLEY SUR TR 2-2 4.421	1 06/24/2025			CHECK TOTAL:	9,271.50	
PO BOX 441				SANTA FE TX775100441		(E1/2 OF AUCTION TR 6)						
TOTAL AMOUNT DUE FOR ACCOUNT											.00	
NOTE:												
395968		2024	8001	KOPECKY MICHAEL		TL	166062425GV	20250624	60342995	PA	3,143.55	D
CHECK PAYEE:				KOPECKY MICHAEL		MARINA VILLAGE (2000) ABST 18, BLO	1 06/24/2025			CHECK TOTAL:	3,143.55	
1400 WATERSIDE DR				LEAGUE CITY TX775730860		LOT 1, ACRES 0.110						
TOTAL AMOUNT DUE FOR ACCOUNT											.00	
NOTE:												
513003		2024	8001	GRIFFIN ANTHONY V		TL	148060425GV	20250604	60287397	PA	6,463.00	O
CHECK PAYEE:				GRIFFIN ANTHONY V		WHISPERING LAKES RANCH SEC 3 PH 2	1 06/04/2025			CHECK TOTAL:	6,463.00	
& KERI KARIN FARMER				3955 HANNAH'S WAY		(2008) ABST 630, BLOCK 4, LOT 20,						
LEAGUE CITY TX77573												
TOTAL AMOUNT DUE FOR ACCOUNT											.00	
NOTE:												
513018		2024	8001	SACKMARY ELYE & SUSAN SACKMA		TL	902062625CH1	20250630	60360907	OK	5,622.29	D
CHECK PAYEE:				ELYE SACKMARY		WHISPERING LAKES RANCH SEC 3 PH 3	1 06/30/2025			CHECK TOTAL:	5,622.29	
3945 SUNSET TERRACE DRIVE				LEAGUE CITY TX77573		(2008) ABST 630, BLOCK 1, LOT 4, & OF RES A ACRES 1.169						
TOTAL AMOUNT DUE FOR ACCOUNT											.00	
NOTE:												
FIDO # : 36496716											.00	

TAX COLLECTION SYSTEM

REFUNDS SELECTED REPORT

FROM: 05/31/2025 TO: 06/30/2025

MINIMUM DOLLAR AMOUNT: \$2500

ACCOUNT NUMBER	UNP TOT	YEAR	UNIT	OWNER NAME	APPR DIST #	SUIT REC TYPE	DEPOSIT RECEIPT	DATE	REMITTANCE#	STAT	AMOUNT	REFUND REASON(S)
517296	2024	8001	DOYLE	DEAN T & MEGAN	492220010010000	TL	RC250605	20250605	58110077	TR	3,354.81	
CHECK PAYEE:EDUARDO PEREZ												
PSC 812												
BOX 568												
FPO AE09627-0006												
TOTAL AMOUNT DUE FOR ACCOUNT												
FIDO # : 36453916												
NOTE:												
522040	2024	8001	TOLLESON	WILLIAM HAROLD	643200080006000	TL	165062725GV	20250627	60353565	PA	3,107.00	
CHECK PAYEE:NATIONSTAR MORTGAGE LLC												
3001 HACKBERRY ROAD												
IRVING TX75063												
TOTAL AMOUNT DUE FOR ACCOUNT												
FIDO # : 25554368												
NOTE:												
729313	2024	8001	LEBLANC	DAVID	164700070014001	TL	148061125GV	20250611	60312284	PA	28,009.47	
CHECK PAYEE:CORELOGIC TAX SERVICES, LLC												
3001 HACKBERRY ROAD												
IRVING TX75063												
TOTAL AMOUNT DUE FOR ACCOUNT												
FIDO # : 35400040												
NOTE:												
743885	2024	8001	MCWILLIAMS	HUNTER WESSLIE	269202000027000	TL	167061225GV	20250612	60318510	PA	4,686.74	
CHECK PAYEE:SERVICE MAC LLC												
C/O CORELOGIC												
3001 HACKBERRY ROAD												
IRVING TX75063												
TOTAL AMOUNT DUE FOR ACCOUNT												
FIDO # : 29258379												
NOTE:												

SELECTION SEQUENCE 4873224

HELD OVERPAYMENT REFUNDS

REFUNDS REPORTED FOR INSPECTION ONLY

TAX COLLECTION SYSTEM

REFUNDS SELECTED REPORT

FROM: 05/31/2025 TO: 06/30/2025

MINIMUM DOLLAR AMOUNT: \$2500

ACCOUNT NUMBER	UNP TOT	YEAR	UNIT	OWNER NAME	APPR DIST #	SUIT REC TYPE	DEPOSIT RECEIPT	DATE	REMITTANCE#	STAT	AMOUNT	REFUND REASON(S)
TOTAL ALL ACCOUNTS												
COUNT OF REFUND CHECKS												
											103,274.02	13



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***43.**

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

- 1) **Date of Request:** 6/30/2025
- 2) **Contract Type:** Expense
- 3) **Renewal Contract:** No
- 4) **Department Name:** Contract Services
- 5) **Department Contact:** Dianna Huallpa or Veronica Van Horn
- 6) **Description:** Interlocal Agreement for Financial Auditing and Consulting Services with Galveston County Health District
- 7) **PEID No:** 431945
- 8) **Req No:**
- 9) **Orgkey:** 1101-440100
- 10) **Object Code:** 5481000
- 11) **Vendor:** Galveston County Health District
- 12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

- 13) **Fund Name:** General
- 14) **Fund #:** 1101
- 15) **Current Year Budgeted:**
- 16) **Current Year Projected:** \$175,000.00
- 17) **Year 2:**
- 18) **Year 3:**
- 19) **Year 4:**
- 20) **Year 5:**
- 21) **Totals:**

To Be Completed by Purchasing Department

- 22) **Contract Start Date:** 7/7/2025
- 23) **Auto Renewal Contract:** No
- 24) **Bid No:** N/A
- 25) **Contract End Date:** 7/7/2026
- 26) **Contract # Issued by Purchasing Department:** 227848

NOTES: HB1295 not required

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	6/30/25 12:58 pm
2	Melissa Fleming	Approve	6/30/25 3:03 pm
3	Rufus Crowder	Approve	6/30/25 3:25 pm
4	Diana Huallpa	Approve	6/30/25 5:51 pm
5	Sergio Cruz	Approve	7/1/25 6:00 pm
6	Veronica Van Horn	Approve	7/1/25 6:18 pm
Notes: Approved per VV - DGM			

State of Texas

§

§

County of Galveston

§

Interlocal Governmental Agreement for Financial Audit & Consulting Services

THIS INTERLOCAL AGREEMENT (the "Agreement") is made and entered into as of the ____ day of _____, 2025, by and between **GALVESTON COUNTY**, a political subdivision of the State of Texas (the "County"), and **GALVESTON COUNTY HEALTH DISTRICT**, a public health authority established under Texas law (the "District"). The County and the District may be collectively referred to as the "Parties" or individually as a "Party."

WHEREAS, the Parties are authorized to enter into this Agreement according to Chapter 791 of the Texas Government Code (the "Interlocal Cooperation Act"); and

WHEREAS, the Parties desire to enter into this Agreement to establish the terms and conditions under which the County will provide financial audit and consulting services for the Health District; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

1. Purpose Of Agreement

The purpose of this Agreement is to outline the terms under which the County will provide financial audit and consulting services to the Health District.

2. Scope of Services

The Health District agrees to engage an auditing/accounting firm to provide the following:

- a. Conduct financial audits as required by applicable laws and regulations;
- b. Provide consulting services related to financial management and compliance matters; and
- c. Deliver reports and recommendations based on audit findings.

3. Consideration

The County shall pay the Health District for the services rendered under this Agreement.

- a. Per the fee schedule attached hereto as Exhibit A.
- b. Payments shall be made under Government Code Chapter 2251, commonly referred to as the Prompt Pay Act.

4. Term and Termination

- a. This Agreement shall commence on the Effective Date and shall continue for one (1) year, unless terminated earlier by either party upon thirty (30) days' written notice to the other party.
- b. Either Party may terminate this Agreement for any reason upon thirty (30) days written notice to the other Party.
- c. In the event of termination, the County shall remain liable for payment for all services rendered up to the effective date of termination.
- d. This Agreement may be renewed upon mutual agreement of the Parties.

5. Governing Law

- a. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

6. Miscellaneous Provisions

- a. **Entire Agreement:** This Agreement constitutes the entire understanding between the Parties and supersedes all prior agreements, understandings, and negotiations.
- b. **Amendments:** This Agreement may be amended only in writing signed by both Parties.
- c. **Severability:** If any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.
- d. **Notices:** All notices required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given when delivered personally, electronically (e-mail) or sent by certified mail, return receipt requested, to the addresses set forth below:

To County:

Galveston County
Attn: County Judge
722 Moody Ave., 2nd Floor
Galveston, TX 77550
Mark.henry@co.galveston.tx.us

To District:

Galveston County Health District
Attn: Chief Executive Officer
9850 Emmett F. Lowry Expressway
Texas City, TX 77591
pkeiser@gchd.org

Signature page follows

IN WITNESS WHEREOF, the Parties hereto have executed this Interlocal Agreement as of the date first above written.

County of Galveston, Texas

Galveston County Health District

Mark Henry, County Judge

Philip Keiser, Chief Executive Officer

Attest:

Dwight D. Sullivan, County Clerk

Exhibit A – Whitley Penn Engagement Letter

June 12, 2025

To the United Board of Health &
Management
Galveston County Health District
9850 Emmett F. Lowry Expressway
Texas City, TX 77591

Dear Mr. Drummond and Ms. Cable,

This serves as an amendment to our initial engagement letter, which was executed on March 27, 2025. We have completed certain items from our initial scope of work as listed below:

1. Conducted internal control walkthroughs with various areas and provided recommendations.
2. Management's Discussion and Analysis based on the 2023 audit report provided by the external auditors.
3. Reviewed the 2023 audit report and provided feedback to management.
4. Duplicate vendors identification
5. Prepaid reconciliations – both insurance and expense items
6. Unearned revenue
7. County revenue
8. Certain payroll liabilities
9. Reviewed certain Accounts Receivable accounts with management and determined no further adjustment was needed. (Accounts 1105, 1106, 1107 and 1108). The District will reclassify clean up entries posted in May 2025 to fiscal year 2024.
10. Management provided Whitley Penn with the ability to propose entries for management review to assist with expediting the reconciliation process.
11. Provided guidance to the District to set up its government access with the Texas Comptroller's account, which will allow the District to confirm receipt of payment from various state grantors for both federal and state grants.

To the United Board of Health &
Management

As of June 12, 2025, our amended scope of work, at the request of the District, shall be as follows:

1. Record all audit journal entries from the 2023 audit reports and ensure that the beginning balances for fiscal year 2024 agree to these figures.
2. Complete all review and propose entries of all account receivables for Accounts Receivable – System generated and Accrued Revenue.
3. Accounts Payable review and reconciliation to subledgers
4. Payroll liabilities for employee and employer insurance
5. Reconcile all federal and state grants for fiscal year 2024
6. Prepare the 2024 Schedule of Expenditures of Federal Awards and Schedule of Expenditures of State Awards to be used for the 2024 audit including review of applicable notice of grant awards for accuracy
7. Assist with any questions related to indirect cost allocation and negotiated indirect cost rate, if applicable.
8. Close fiscal year 2024 and ensure that beginning balances in 2025 agrees to these figures.
9. Review the 2025 balances and transactions in preparation for the fiscal year 2025 audit and assist with entries where needed
10. Assist the District with the preparation of the 2025 schedule of expenditures of federal and state awards
11. Assist with Patient Fees Revenue Reconciliation
12. Assist with GASB 101 Compensated Absences
13. Assist the District with analyzing data from 2023 through 2025 as it enters fiscal year 2026 on October 1, 2025.
14. Assist with budgeting and as deemed necessary by the District management.

We will continue to provide the Board and management with weekly status updates and meet frequently in-person or via TEAMS to ensure we are making progress and assisting the District's management as needed. Our pricing will be based on our standard rates, which vary by level. Our new estimated fee is \$175,000. However, we will provide a summary of milestones reached once we reach \$75,000, \$125,000, and \$150,000. Other than the scope of work all other stipulations in the previous engagement letter remain the same.

We thank you for the opportunity to assist the District with its accounting function and look forward to continuing this project.

Sincerely,



This letter correctly sets forth the understanding of Galveston County Health District

Signature

Title

Date



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***44.**

Grant Award/Agreement

- 1) **Court Date:** 7/7/2025
- 2) **Department:** Sheriff's Department - Dive Team Division
- 3) **Grant Agency:** Mary Moody Northern Endowment
- 4) **Funding Source:** Foundation Funding
- 5) **Grant Start Date:** 10/1/2025
- 6) **Grant End Date:** 9/30/2026
- 7) **Program Year:** FY 2026
- 8) **Program End Date:** 9/30/2026
- 9) **Renewal Grant:** NEW
- 10) **Contract #:** N/A
- 11) **Description:** Purchase of essential equipment for the Sheriff's Department Dive Team Division
- 12) **Grant Organization Keys:**
- 13) **Grant Type:**

Expenditure Type

- 14) **Grant Funded** \$17,971.40
- 15) **County Funded** \$0.00
- 16) **Total Project Amount:** \$17,971.40
- 17) **Assigned Department Contact:** Clayton Pope

County Funding Sources

- 18) **Match Fund:** 100% Grant Funded - No Match Requirement
- 19) **Match Division:**

NOTES:

Approval History

Seq #	Approver	Action	Action Date
1	Elizabeth Thomas	Approve	6/27/25 2:35 pm
2	Jimmy Fullen	Approve	6/27/25 3:20 pm
3	Diana Huallpa	Approve	6/30/25 12:49 pm
4	Sergio Cruz	Approve	6/30/25 1:55 pm



MEMORANDUM

To: Galveston County Commissioners' Court
From: Betsy Thomas, Grants Administration Manager
Court Date: July 7, 2025
RE: Sheriff's Department – Dive Team Division
Mary Moody Northen Endowment Grant Application

BACKGROUND

The Mary Moody Northen Endowment is a private foundation which awards grants through two specific programs directly benefiting people and organizations located on and/or serving Galveston Island:

- The Galveston Community Impact Grants honor Mrs. Northen's affection for Galveston Island and reflect the Board of Directors' own commitment to her community.
- The Mary Moody Northen Internship grants provide Galveston County high school students and/or graduates with meaningful opportunities to learn about community service and help fund post-secondary education.

SUMMARY

The Galveston County Sheriff's Department Dive Team Division is seeking updated dive equipment from the MMNE grant program.

FINANCIAL SUMMARY

Grant Funding	\$17,971.40
County Funding	\$0.00
Project Total	\$17,971.40

RECOMMENDATIONS

Professional Services requests the Court to authorize the County Judge to sign the grant request letter for submission to the Mary Moody Northen Endowment for the Sheriff's Department Mounted Patrol Division equipment and supplies.

ATTACHEMENTS FOR WET SIGNATURE

- ☐ MMNE Grant Request Letter



Galveston County Sheriff's Office

Jimmy Fullen, Sheriff

Grant Proposal

To:

Betty Massey, Executive Director
Mary Moody Northen Endowment

From:

Galveston County
Sheriff's Office Dive Team Division

Subject:

Community Impact Grant Request for Specialized Dive Equipment

Introduction and Purpose

The Galveston County Sheriff's Office Dive Team respectfully submits this proposal to the Mary Moody Northen Endowment, requesting funding to purchase specialized life-saving equipment—specifically, full-face masks with communications and hazardous-material (hazmat) dry suits.

The Dive Team is tasked with conducting underwater operations to recover evidence critical to criminal investigations, locate and recover victims, and respond to any request for service involving submerged operations. We serve not only the Sheriff's Office but also support every law enforcement agency in Galveston County, numerous state and federal partners including the Texas Rangers, FBI, DEA, DOD, and have even been deployed out of state.

To maintain our operational readiness and improve diver safety, we request funding in the amount of **\$17,971.40** for the following:

- **Four full-face masks with communications:** \$5,991.40
 - **Four hazmat dry suits:** \$11,980.00
-

Courtesy, Protection, Service

Equipment Description

Full-Face Masks (FFMs)

The FFM is an essential piece of equipment for all Dive Team operations. It protects the diver's face and mucous membranes from exposure to contaminated water, including bacteria, heavy metals, and chemical pollutants commonly found in our local waterways. Additionally, the FFMs are equipped with underwater communication systems, allowing divers to communicate with one another and with surface teams, greatly enhancing operational safety. The masks currently in use are over 17 years old, and replacement parts are no longer available from the manufacturer, posing a significant safety concern.

Haz-Mat Dry Suits

Dry suits are worn on every dive operation and are designed to fully encapsulate the diver's body (in conjunction with gloves and FFMs) to prevent exposure to hazardous substances in the water. The suits are constructed with trilaminate materials, sealed with latex hoods and cuffs, and treated with a special chemical-resistant coating. These suits protect against bacterial, chemical, and biological contaminants, ensuring diver health and safety.

Background

The Dive Team began informally prior to 1992 with two off-duty SCUBA-certified deputies. In 1996, it became a formal part of the Sheriff's Office. Over the years, it has evolved to meet increasing demands, acquiring advanced equipment and training:

- **2000:** Adoption of full-face masks and Life Guard Systems (LGS) certification.
- **2001:** Introduction of underwater communications.
- **2003–2004:** Transition to agency-owned dive gear and surface supply systems.
- **2008:** Complete equipment loss due to Hurricane Ike; gear was replaced via grant.
- **Since 2008:** Incremental updates to dry suits and regulators; return to SCUBA systems.

Despite these efforts, much of our equipment is now outdated, making this grant request both timely and necessary.

Equipment Needs Summary

Equipment	Quantity	Total Cost
Full-face masks with communications	4	\$5,991.40
Hazmat dry suits	4	<u>\$11,980.00</u>
Total Request		\$17,971.40

Courtesy, Protection, Service

Program Justification and Impact

1. **Public Safety**

The Dive Team plays a vital role in evidence recovery, enabling prosecution in criminal cases, and in victim recovery, providing closure to grieving families.

2. **Community Engagement**

Our team participates in numerous outreach events such as Kids' Day at the Galveston County Fair and Rodeo, and provides presentations for dive clubs, schools, and youth organizations. We also assist in unique programs like the "astronaut experience" through Space Center Houston.

3. **Interagency Collaboration**

The team routinely assists all agencies within Galveston County, as well as external local, state, and federal law enforcement entities. Our reputation and expertise have resulted in multi-agency deployments, even across state lines.

4. **Training and Professional Development**

Monthly training sessions—both within and outside the county—ensure our divers remain certified, competent, and compliant with international safety standards. Each team member is trained on the specific equipment they use during operations.

5. **Emergency and Disaster Preparedness**

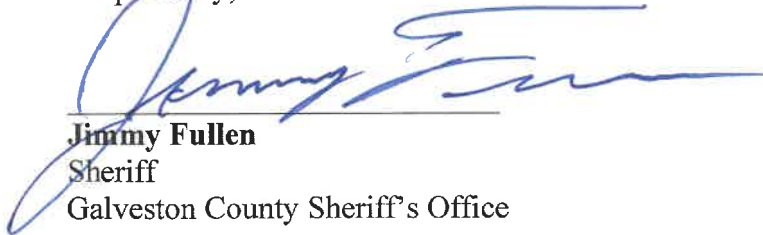
Several Dive Team members are certified in Swift Water Rescue, enabling us to respond to natural disasters by deploying in shallow-water boats to assist in civilian rescue operations.

Conclusion

On behalf of the Galveston County Sheriff's Office, we sincerely thank the Mary Moody Northen Endowment for considering our request. Your support will enhance the safety of our divers, improve our operational effectiveness, and increase our capacity to serve Galveston County and beyond.

We are committed to upholding public trust and continuing our mission with professionalism, dedication, and compassion. This grant will help us continue to do so safely and effectively.

Respectfully,



Jimmy Fullen
Sheriff
Galveston County Sheriff's Office

Mark Henry
County Judge
Galveston County, TX

Courtesy, Protection, Service

O R D E R Q U O T E

Diving Unlimited International
 1148 Delevan Drive
 San Diego, CA 92102

Telephone: 619-236-1203

Dear Customer,

This Document Serves As A Quote For The Items Listed Below. Please Review The Information Presented Here. If You Have Any Questions Or You Wish To Place An Order, Please Contact Us At The Address Or Phone Number Printed Above And Refer To Our Quote Number 183043 In Your Correspondence.

Our Quote #: 183043 Your Customer #: 119499 Quote Date: 12/09/24

Bill To:	Ship To:	Ship Via:
Galveston Co Sheriff's Office	Galveston Co Sheriff's Office	UPS Ground Serv
601 54th St.	601 54th St.	
Attn: Jacob Manuel	Attn: Jacob Manuel	SHIP DATE:
Galveston TX 77501	Galveston TX 77501	02/15/25
USA		

Shipping Instructions:

Freight Terms: Payment Terms:
 credit card

Item-No/Description	Quantity	Um	Price	Disc	Net Price
111920 Public Safety TLS, Red O/L	3.000	EA	2,781.0000	.00	8,343.00
720750 Rock Boots, sizes TBD w/ order	3.000	PR	.0000	.00	.00
MISC 13.5" CF200 KneePads installed on each Drysuit	3.000	EA	120.0000	.00	360.00
MISC LG CARGO POCKET INSTALLED ON EACH DRYSUIT	3.000	EA	120.0000	.00	360.00
302264 Kit, Zip Neck/Hood Combo G1	3.000	EA	208.5000	.00	625.50
240151 Hood, Liner Duo for Ltx Hood Hood	3.000	EA	69.0000	.00	207.00
302377 Kit,Gloves, Zip w/Dam, HD, M	1.000	EA	208.5000	.00	208.50

O R D E R Q U O T E

Item-No/Description	Quantity	Um	Price	Disc	Net Price
302378 Kit,Gloves, Zip w/Dam, HD, L	3.000	EA	208.5000	.00	625.50
FREIGHT Shipping & Handling	1.000	EA	200.0000	.00	200.00

Total Quantity:	23.000	Total Amount:	10,929.50
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~~*** The Above Total Does Not Include Misc. Charges, Freight And Sales Tax ***~~



Quote

Date: 12/8/2024

Quote # 2024-GCSO-FFMDRY

Sold To Galveston County Sheriff's Office
Attn: Jacob Manuel
(409) 392-1768
jacob.manuel@co.galveston.tx.us

Qty	Description	Unit Price	Line Total
4	900401-000 – OTS Guardian FFM with Buddy Phone Communications Package. Includes: Complete OTS Guardian FFM (Any Color Combination) & OTS Buddy Phone Communication System (OTS-BUD-D2)	1497.85	\$ 5,991.40
3	Argonaut PSD Orange Flex Dry Suit Includes: Pockets, boots, reflective tape, PSI Wrist Seals, Si-Tech Changeable Neck Seal, and Kevlar reinforcement. Included accessory package: bag, separate hood, changing mat, and cleaning kit	2995.00	\$ 8,985.00

Subtotal \$ 14,976.40

Sales Tax 0.00

Total \$ 14,976.40

Tax Exempt # _____

1. This a Public Safety Confidential Quote good for 60 days from date of Quote.

Thank you for your business!

Mammoth Dive Academy 107 West Way St STE 26, Lake Jackson, Texas 77566 (979) 288-6118
info@divemammoth.com



Sport Divers of Houston

Invoice - Quote

20814 Gulf Fwy, Suite #60
Webster Texas 77598
(281) 338-1611

Jacob Manuel-13560704

Quote#: 17850
12-04-2024 - 03:53:48 PM
Sales Person: Mike-3333879

Qty	Unit Price	Description	PC	Tax	Ext.Price
4	600.00	OTS Guardian Full Face Mask, Blk/Red 920001-021 Size:Black/Red	M	Yes	2400.00

Sub Total	\$2400.00
Taxable Amount	\$0.00
Sales Tax	\$0.00
Total after tax	\$2400.00
Total Amount	\$2400.00

Quote Notes
ots -X4

Thank-you! Come back soon!



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***45.**

25-145-0707-A

Fleet Management- Request transfer from Self Insurance Reserve Fund - Insurance to General Fund - Repair and Maintenance - Vehicles to fund repair costs to Sheriff Unit post accident

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 11:33 am



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000185

08:41 AM
07/01/2025
Page 1 of 3

Company The County of Galveston
Plan Template Annual Budget Detail : FY25 Amended Budget
Plan FY25 Amended Budget
Organizing Dimension Type
Amendment ID BAT-0000185
Amendment Date 07/07/2025
Description 25-145-0707-A Sponsor: Commissioner Joe Giusti; Request transfer from Self Insurance Reserve Fund - Insurance to General Fund - Repair and Maintenance - Vehicles to fund repair costs to Sheriff Unit post accident.
Amendment Type Budget Transfer
Balanced Amendment No
Entry Type Amended
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5911000:Transfers Out - General Fund	921010 Transfers and Reserves	6130 Self Insurance Reserve Fund		Transfer to General Fund			\$19,533.31	\$0.00	25-145-0707-A Sponsor: Commissioner Joe Giusti; Request transfer from Self Insurance Reserve Fund - Insurance to General Fund - Repair and Maintenance - Vehicles to fund repair costs to Sheriff Unit post accident.	
FY2025 Annual (FY25 Amended Budget)	5423000:Maintenance and Repairs - Service Equipment	230100 Fleet Management - SO Vehicles	1101 General Fund		Repair and Maintenance - Vehicles			\$19,533.31	\$0.00	25-145-0707-A Sponsor: Commissioner Joe Giusti; Request transfer from Self Insurance Reserve Fund - Insurance to General Fund - Repair and Maintenance - Vehicles to fund repair costs to Sheriff Unit post accident.	



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000185

08:41 AM
07/01/2025
Page 2 of 3

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	4916000:Transfers - Internal Service	230100 Fleet Management - SO Vehicles	1101 General Fund	Transfers from Self Insurance				\$0.00	\$19,533.31	25-145-0707-A Sponsor: Commissioner Joe Giusti; Request transfer from Self Insurance Reserve Fund - Insurance to General Fund - Repair and Maintenance - Vehicles to fund repair costs to Sheriff Unit post accident.	

C3349 Invoice.pdf

File Name C3349 Invoice.pdf
Content Type application/pdf
Updated By Gabriela De Los Santos
Upload Date 06/27/2025 12:03:59 PM
Comment

C3303 MARTY ESTIMATE.pdf

File Name C3303 MARTY ESTIMATE.pdf
Content Type application/pdf
Updated By Gabriela De Los Santos
Upload Date 06/27/2025 12:03:59 PM
Comment

Process History

Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	06/27/2025 02:17:23 PM	06/28/2025	Gabriela De Los Santos	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	06/27/2025 02:44:49 PM	06/29/2025	Elizabeth Bryant (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	06/30/2025 08:16:06 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		06/28/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	06/30/2025 12:40:46 PM		Lauren Swift (Accounting Operations Lead)	1	



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000185

08:41 AM
07/01/2025
Page 3 of 3

Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Budget Manager	Approved	06/30/2025 02:59:30 PM	07/02/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		07/02/2025	Sergio Cruz (Finance Executive)	1	



MARTYS CITY AUTO
520 44 TH ST, GALVESTON, TX 77550
Office: (409) 765-9788
Fax: (409) 762-2050
MARTYSCITYAUTO@GMAIL.COM

Estimate ID
23830009
Original

Owner
Galveston Co. Unit #

Appraiser
MARTY SENDEJAS
marty@martyscityauto.com

Classification
None

Loss Type
Unknown

Deductible
Unknown

2023 Chevrolet Tahoe Fleet 4 Door Utility 5.3L 8 Cyl Gas Injected Base 2WD

VIN 1GNSCLEDXPR232700 Drivable Unknown Mitchell Service Code 912300

Options

Air Conditioning	Alum/Alloy Wheels	AM-FM Stereo	Anti-Lock Brake Sys. (ABS)	Auto Air Condition
Auxiliary Input	Bluetooth Wireless Connectivity	Cloth Seat	Cruise Control	Daytime Running Lights
Driver Seat With Power Lumbar Support	Driver-Front Air Bag	Dual A/C	Electric Defogger	Electronic Parking Aid
Electronic Stability Control	First Row Split Bench Seat	Front Seats With Power Lumbar Support	Heated Mirror	Keyless Entry System
Left-Curtain Air Bag	Limited Slip Differential	Luggage Rack	MP3 Player	Passenger-Front Air Bag
Power Door Locks	Power Driver Seat	Power Passenger Seat	Power Remote Mirror	Power Steering
Power Windows	Privacy Glass	Rain Sensing Wipers	Rear Bench Seat	Rear Heating, Ventilation & Air Conditioning
Rearview Camera	Running Boards	Second Row Side Airbag With Head Protection	Side Airbags	Smart Key System
Steering Wheel Mounted Audio Control	Telematic Systems	Theft Deterrent Sys.	Third Row Seat	Tilt Steering Wheel
Tire Pressure Monitoring System	Traction Control/Electronic	Trailer Hitch		

Galveston Co. Unit # | 2023 Chevrolet Tahoe Fleet

Parts Profile
Aftermarket Parts

Parts Profile Version
2.0

				LABOR			PART					
Line #	Description			Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
Frame												
1	201818	Rear Frame Assembly (HSS) -F		Remove / Replace	Frame	11.5#	11.5	New	86517852	1	\$775.38	Yes
Floor												
2	202343	Frt Floor Crossmember (DPS)		Remove / Replace	Body	0.0	0.0	New	84733378	1	\$120.98	Yes
Side Body												

Line #		Description	LABOR				PART				
			Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
3	200917	R Side Body Panel Assembly	Repair	Body	6.0*#		Existing				
4	935000	R Side Body Panel Assembly	Refinish Labor	Refinish	4.5*	0.0					
5	200918	L Side Body Panel Assembly	Repair	Body	4.0*#		Existing				
6	935000	L Side Body Panel Assembly	Refinish Labor	Refinish	4.5*	0.0					

Liftgate											
7	200526	Liftgate Shell (Alum)	Remove / Replace	Body	4.2#	4.2	New	85592483	1	\$1,613.17	Yes
8	AUTO	Liftgate Outside	Refinish Only	Refinish	2.7 C	2.7					
9	AUTO	Add For Liftgate Inside	Refinish Only	Refinish	1.5 C	1.5					
10	200532	Liftgate Applique	Remove / Replace	Body	0.9#	1.4	New	84939106	1	\$313.06	Yes
11	AUTO	Applique	Refinish Only	Refinish	1.0 C	1.0					
12	200261	Liftgate Applique Insert	Remove / Replace	Body	INC#	0.3	New	84742602	1	\$171.81	Yes
13	AUTO	Liftgate Applique	Remove / Install	Body	INC#	0.5					
14	203385	Lwr Liftgate Inner Trim Panel	Remove / Replace	Body	INC#	0.4	New	[84449166]	1	\$7.83	Yes
15	AUTO	R Upr Liftgate Trim Panel	Remove / Install	Body	INC#	0.2					
16	AUTO	L Upr Liftgate Trim Panel	Remove / Install	Body	INC#	0.2					
17	AUTO	Ctr Upr Liftgate Trim Panel	Remove / Install	Body	INC	0.2					
18	200516	Liftgate Glass	Remove / Replace	Glass	INC	1.4	New	84961906	1	\$832.23	Yes
19	200402	Liftgate Wiper Arm	Remove / Replace	Body	INC#	0.2	New	84768069	1	\$25.37	Yes
20	200403	Liftgate Wiper Blade	Remove / Replace	Body	INC	0.1	New	84215609	1	\$20.46	Yes
21	200405	Liftgate Wiper Motor	Remove / Replace	Body	INC#	0.3	New	85003949	1	\$96.42	Yes

Rear Body											
22	200440	Rear Body Panel (HSS)	Remove / Replace	Body	10.7#	10.7	New	85590828	1	\$0.00	Yes
23	AUTO	Rear Body Panel	Refinish Only	Refinish	1.6 C	2.0					
24	AUTO	Add For Inside	Refinish Only	Refinish	0.8 C	0.8					
25	200447	Upr Rear Body Reinforcement	Remove / Replace	Body	6.0	6.0	New	84698498	1	\$31.98	Yes
26	202541	Rear Body Floor Pan	Repair	Body	3.0*		Existing				
27	AUTO	Rear Floor Pan	Refinish Only	Refinish	1.6	1.6	Existing				
28	200449	Rear Body Floor Pan Reinf	Remove / Replace	Body	3.0#	3.0	New	84636203	1	\$28.25	Yes
29	200389	Rear Body Compartment Trim	Remove / Replace	Body	0.2#	0.2	New	[85124294]	1	\$157.92	Yes

Rear Lamps											
------------	--	--	--	--	--	--	--	--	--	--	--

		LABOR					PART				
Line #		Description	Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
30	200144	R Rear Combination Lamp Assembly	Remove / Replace	Body	INC#	0.4	New	84849417	1	\$628.10	Yes
31	200145	L Rear Combination Lamp Assembly	Remove / Replace	Body	INC#	0.4	New	85618751	1	\$677.28	Yes
Rear Bumper											
32	AUTO	Rear Bumper Cover Assy	Overhaul	Body	1.3	2.3	Existing				
33	204114	Rear Bumper Cover	Remove / Replace	Body	INC	2.3	New	85754768	1	\$568.98*	Yes
34	AUTO	Rear Bumper Cover	Refinish Only	Refinish	2.6 C	2.6					
35	204129	Rear Bumper Step Pad	Remove / Replace	Body	INC	0.4	New	84286523	1	\$87.77*	Yes
36	204135	Rear Bumper Cover Moulding	Remove / Replace	Body	INC	0.3	New	86545885	1	\$116.30*	Yes
37	204128	Rear Lwr Bumper Cover	Remove / Replace	Body	INC#	0.8	New	86553413	1	\$128.99*	Yes
38	AUTO	Rear Bumper Cover	Remove / Install	Body	INC	1.0					
39	204154	Rear Wiring Harness	Remove / Replace	Body	INC	0.0	New	[85712357]	1	\$168.68	Yes
40	204163	R Rear Inr Parking Sensor Unit	Remove / Replace	Body	0.1#	0.1	New	84586217	1	\$61.67*	Yes
41	204164	L Rear Inr Parking Sensor Unit	Remove / Replace	Body	0.1#	0.1	New	84586217	1	\$61.76*	Yes
42	204167	R Rear Inr Parking Sensor Ring	Remove / Replace	Body	0.0#	0.0	New	13598576	1	\$9.77*	Yes
43	204168	L Rear Inr Parking Sensor Ring	Remove / Replace	Body	0.0#	0.0	New	13598576	1	\$9.77*	Yes
44	204170	Rear Bumper Impact Bar	Remove / Replace	Body	0.4#	0.4	New	87823228	1	\$859.25*	Yes
Additional Costs & Materials											
45	AUTO	Paint/Materials	Additional Cost							\$1,042.80	Yes
Additional Operations											
46	AUTO	Clear Coat	Additional Operation	Refinish	2.9	0.0				\$0.00	
Special / Manual Entry											
47	900500	Decals	Remove / Replace	Body*	4.0*	0.0	New		1	\$475.00*	Yes
48	900500	4 wheel Alignment	Remove / Replace	Body*	0.0*	0.0	Sublet		1	\$99.00*	Yes

* Judgment Item

T Included in Two Tone Calculation

Labor Note Applies

d Discontinued by Manufacturer

C Included in Clear Coat Calculation

A Included in Clear Coat and Two Tone Calculation

r CEG R&R Time Used for this Labor Operation

[] Verify the part number and price before ordering

Estimate Totals

Labor	Units	Rate	Sublet	Add'l Amount	Totals
Body Labor	43.9	\$44.00			\$1,931.60
Refinish Labor	23.7	\$44.00			\$1,042.80
Glass Labor	0.0	\$65.00			\$0.00
Frame Labor	11.5	\$65.00			\$747.50
Total Labor	79.1				\$3,721.90

Estimate Totals

		Taxable	\$3,721.90
		Tax 0.0000%	\$0.00
		Non-Taxable	\$0.00
		Pre-Tax Discount 0.00%	\$0.00
		Labor Total	\$3,721.90
		Parts	Amount
Taxable Parts	\$8,147.18		\$8,147.18
		Parts Adjustments	\$0.00
		Tax 0.0000%	\$0.00
		Non-Taxable	\$0.00
		Pre-Tax Discount 0.00%	\$0.00
		Parts Total	\$8,147.18
		Costs	Amount
Paint Materials	\$1,042.80		\$1,042.80
Shop Materials	\$0.00		\$0.00
Other Additional	\$0.00		\$0.00
		Costs	
		Paint Materials:	
		- Refinish Units: 23.7 units	
		- Rate: \$44.00	
		- Rate Max: 99.9 units	
		- Additional Rate: \$0.00	
		Taxable	\$1,042.80
		Tax 0.0000%	\$0.00
		Non-Taxable	\$0.00
		Pre-Tax Discount 0.00%	\$0.00
		Costs Total	\$1,042.80
		Gross Totals	Amount
Gross Total	\$12,911.88		\$12,911.88
		Taxable	\$12,911.88
		Tax	\$0.00
		Non-Taxable	\$0.00
		Pre-Tax Discount 0.00%	\$0.00
		Gross Total	\$12,911.88
		Adjustments	Amount
		Total Customer Responsibility	\$0.00
		Net Estimate Total	\$12,911.88

Disclaimer: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Estimate Event Log

Job Created	6/25/2025 09:44 AM
Estimate Started	6/25/2025 09:45 AM
Estimate Printed	6/25/2025 12:53 PM
Estimate Committed	Estimate Not Committed
Estimate Retrieval ID	1006588064



MARTYS CITY AUTO INC

520 44TH ST GALVESTON TX 77550

Office: (409) 765-9788

Fax: (409) 762-2050

martyscityauto@gmail.com

Final Bill

RO 410

Generated On

06/26/2025 02:41 PM

Estimator

MARTYSCITY AUTO
INC

Customer

Galveston Co. Unit #3349

Vehicle

2023 Ford Police Interceptor Utility

Fleet 4 Door Utility

1fm5k8ac4pgc18270

3.0L 6 Cyl Gas Injected Turbocharged

Insurance

Loss Type Unknown

Invoice

△ Changes ▢ Insurance Pays 👤 Customer Pays 🚗 Shop Pays [] Edited Part Number

AM New - Aftermarket New

QRP - Qual Recycled Part

RM - Remanufactured

LABOR					PART			
△ ▢ 👤 🚗	Description	Operation	Type	Units	Number	Type	Qty	Total Price
👤	Frt Bumper Cover	Remove/Install	Body	1.6	Existing	Parts Existing		\$0.00
👤	Frt Up'r Bumper Cover	Repair	Body	3.0	Existing	Parts Existing		\$0.00
👤	Frt Up'r Bumper Cover	Refinish Only	Paint	2.7	Existing	Parts Existing		\$0.00
👤	R Fender Panel	Remove/Replace	Body	2.0	RB5Z 16005 B	Parts New	01	\$500.83
👤	R Front Combination Lamp	Remove/Install	Body	0.3				
👤	R Fender Outside	Refinish Only	Paint	2.0				
👤	R Add To Edge Fender	Refinish Only	Paint	0.5				
👤	R Cowl Top Grille	Remove/Install	Body	0.7				
👤	R Fender Wheel Opening Mldg	Remove/Replace	Body	0.0	LB5Z 16038 AC	Parts New	01	\$295.45
👤	R Frt Door Shell	Remove/Replace	Body	5.7	PB5Z 7820124 A	Parts New	01	\$899.27
👤	R Frt Door Outside	Refinish Only	Paint	1.9				
👤	R Frt Add For Jambs & Interior	Refinish Only	Paint	1.0				
👤	R Frt Door Rear View Mirror	Remove/Replace	Body	0.0	[LB5Z 17682 ZD]	Parts New	01	\$440.23
👤	R Frt Door Frame Mldg	Remove/Install	Body	0.0				
👤	R Frt Door Outside Handle	Remove/Replace	Body	0.0	LB5Z 7822404 EA	Parts New	01	\$45.83
👤	R Rear Door Shell	Remove/Replace	Body	5.6	NB5Z 7824630 A	Parts New	01	\$784.48
👤	R Rear Door Outside	Refinish Only	Paint	1.9				
👤	R Rear Add For Jambs & Interior	Refinish Only	Paint	1.0				
👤	R Rear Door Wheel Opening Moulding	Remove/Replace	Body	0.2	LB5Z 7829164 AA	Parts New	01	\$57.37
👤	R Quarter Outer Panel	Repair	Body	2.0	Existing	Parts Existing		\$0.00
👤	R Quarter Panel Outside	Refinish Only	Paint	2.0	Existing	Parts Existing		\$0.00
👤	R Quarter Panel Moulding	Remove/Install	Body	0.2	Existing	Parts Existing		\$0.00
👤	R Quarter Wheel Opening Mldg	Remove/Install	Body	0.0	Existing	Parts Existing		\$0.00
👤	R Quarter Wheel Opening Mldg	Remove/Replace	Body	0.4	LB5Z 7829038 AA	Parts New	01	\$122.57
👤	R Quarter Glass	Remove/Install	Glass	1.8	Existing	Parts Existing		\$0.00
👤	R Rear Combination Lamp	Remove/Install	Body	0.2	Existing	Parts Existing		\$0.00
👤	R Lwr Quarter Trim Panel	Remove/Install	Body	1.0				
👤	Decals	Remove/Replace	Body	3.5	New	Parts New	01	\$780.00
👤	Paint/Materials	Additional Cost			Pnt/Mat			\$708.40

Invoice

△ Changes 🛡 Insurance Pays 👤 Customer Pays 🚚 Shop Pays [] Edited Part Number

AM New - Aftermarket New
QRP - Qual Recycled Part
RM - Remanufactured

LABOR				PART			
△ 🛡 👤 🚚 Description	Operation	Type	Units	Number	Type	Qty	Total Price
👤 Clear Coat	Additional Operation	Paint	3.1		TotAddl Cost		\$0.00

👤 Customer Total	
Repairs	\$6,621.43
Customer Total	\$6,621.43

Labor Total	\$1,987.00
Part total	\$3,926.03
Additional Total	\$708.40
Sub Total	\$6,621.43
Taxes	\$0.00
Grand Total	\$6,621.43

Total \$6,621.43

Customer Grand Total \$6,621.43



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***46.**

25-146-0707-B

Professional Services- Request transfer from General Fund - Budgeted Reserves to Public Health
- Other Contract Services to fund financial services for the Galveston County Health District

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 2:00 pm



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000184

08:43 AM
07/01/2025
Page 1 of 2

Company The County of Galveston
Plan Template Annual Budget Detail : FY25 Amended Budget
Plan FY25 Amended Budget
Organizing Dimension Type
Amendment ID BAT-0000184
Amendment Date 07/07/2025
Description 25-146-0707-B Sponsor: Honorable Mark Henry; Request transfer from General Fund - Budgeted Reserves to Public Health - Other Contract Services to fund financial services for the Galveston County Health District.
Amendment Type Budget Transfer
Balanced Amendment Yes
Entry Type Amended
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5481000:Miscellaneous Contract Services	411010 Public Health	1101 General Fund		Other Contract Services			\$175,000.00	\$0.00	Request transfer from General Fund - Budgeted Reserves to Public Health - Other Contract Services to fund financial services for the Galveston County Health District.	



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000184

08:43 AM
07/01/2025
Page 2 of 2

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5930000:Reserves - Other	920180 Fund Balance Reserves	1101 General Fund		Budgeted Reserves			\$0.00	\$175,000.00	Request transfer from General Fund - Budgeted Reserves to Public Health - Other Contract Services to fund financial services for the Galveston County Health District.	

Amended Scope of Work GCHD.pdf

File Name Amended Scope of Work GCHD.pdf
Content Type application/pdf
Updated By Lee Clemmer
Upload Date 06/27/2025 10:06:15 AM
Comment

Process History

Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	06/27/2025 10:06:16 AM	06/28/2025	Lee Clemmer	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	06/27/2025 10:24:45 AM	06/29/2025	Linda Liechty (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	06/27/2025 10:26:00 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		06/28/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	06/27/2025 11:21:56 AM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	06/30/2025 02:47:04 PM	06/29/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		07/02/2025	Sergio Cruz (Finance Executive)	1	

June 12, 2025

To the United Board of Health &
Management
Galveston County Health District
9850 Emmett F. Lowry Expressway
Texas City, TX 77591

Dear Mr. Drummond and Ms. Cable,

This serves as an amendment to our initial engagement letter, which was executed on March 27, 2025. We have completed certain items from our initial scope of work as listed below:

1. Conducted internal control walkthroughs with various areas and provided recommendations.
2. Management's Discussion and Analysis based on the 2023 audit report provided by the external auditors.
3. Reviewed the 2023 audit report and provided feedback to management.
4. Duplicate vendors identification
5. Prepaid reconciliations – both insurance and expense items
6. Unearned revenue
7. County revenue
8. Certain payroll liabilities
9. Reviewed certain Accounts Receivable accounts with management and determined no further adjustment was needed. (Accounts 1105, 1106, 1107 and 1108). The District will reclassify clean up entries posted in May 2025 to fiscal year 2024.
10. Management provided Whitley Penn with the ability to propose entries for management review to assist with expediting the reconciliation process.
11. Provided guidance to the District to set up its government access with the Texas Comptroller's account, which will allow the District to confirm receipt of payment from various state grantors for both federal and state grants.

To the United Board of Health &
Management

As of June 12, 2025, our amended scope of work, at the request of the District, shall be as follows:

1. Record all audit journal entries from the 2023 audit reports and ensure that the beginning balances for fiscal year 2024 agree to these figures.
2. Complete all review and propose entries of all account receivables for Accounts Receivable – System generated and Accrued Revenue.
3. Accounts Payable review and reconciliation to subledgers
4. Payroll liabilities for employee and employer insurance
5. Reconcile all federal and state grants for fiscal year 2024
6. Prepare the 2024 Schedule of Expenditures of Federal Awards and Schedule of Expenditures of State Awards to be used for the 2024 audit including review of applicable notice of grant awards for accuracy
7. Assist with any questions related to indirect cost allocation and negotiated indirect cost rate, if applicable.
8. Close fiscal year 2024 and ensure that beginning balances in 2025 agrees to these figures.
9. Review the 2025 balances and transactions in preparation for the fiscal year 2025 audit and assist with entries where needed
10. Assist the District with the preparation of the 2025 schedule of expenditures of federal and state awards
11. Assist with Patient Fees Revenue Reconciliation
12. Assist with GASB 101 Compensated Absences
13. Assist the District with analyzing data from 2023 through 2025 as it enters fiscal year 2026 on October 1, 2025.
14. Assist with budgeting and as deemed necessary by the District management.

We will continue to provide the Board and management with weekly status updates and meet frequently in-person or via TEAMS to ensure we are making progress and assisting the District's management as needed. Our pricing will be based on our standard rates, which vary by level. Our new estimated fee is \$175,000. However, we will provide a summary of milestones reached once we reach \$75,000, \$125,000, and \$150,000. Other than the scope of work all other stipulations in the previous engagement letter remain the same.

We thank you for the opportunity to assist the District with its accounting function and look forward to continuing this project.

Sincerely,



This letter correctly sets forth the understanding of Galveston County Health District

Signature

Title

Date



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

***47.**

25-147-0707-C

County Clerk- Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/2/25 8:32 am



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000187

01:47 PM
07/01/2025
Page 1 of 4

Company The County of Galveston
Plan Template Annual Budget Detail : FY25 Amended Budget
Plan FY25 Amended Budget
Organizing Dimension Type
Amendment ID BAT-0000187
Amendment Date 07/07/2025
Description BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.
Amendment Type Budget Transfer
Balanced Amendment Yes
Entry Type Amended
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	114030 Election Expense	1101 General Fund		County Paid Health Insurance Premiums			\$0.00	\$2,275.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	114030 Election Expense	1101 General Fund		Salaries and Wages			\$0.00	\$2,972.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	114030 Election Expense	1101 General Fund		Medicare FICA payments			\$0.00	\$44.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000187

01:47 PM
07/01/2025
Page 2 of 4

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	114030 Election Expense	1101 General Fund		Pension			\$0.00	\$352.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	114030 Election Expense	1101 General Fund		Worker's Compensation			\$0.00	\$72.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5930000:Reserves - Other	920180 Fund Balance Reserves	1101 General Fund		Budgeted Reserves			\$5,952.00	\$0.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	114030 Election Expense	1101 General Fund		Unemployment Compensation			\$0.00	\$4.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	114030 Election Expense	1101 General Fund		Alternate Plan			\$0.00	\$233.00	BA 25-147-0707-C: Request transfer from Election Expense - Various Spend Categories to General Fund - Budgeted Reserves for various personnel adjustments.	

County Clerk Personnel Analysis.pdf

File Name County Clerk Personnel Analysis.pdf



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000187

01:47 PM
07/01/2025
Page 3 of 4

Content Type application/pdf
Updated By Joselinne Piedras-Sarabia
Upload Date 07/01/2025 08:23:06 AM
Comment

Process History

Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	07/01/2025 08:32:12 AM	07/02/2025	Joselinne Piedras-Sarabia	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	07/01/2025 08:36:16 AM	07/03/2025	Wendi Fragoso (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Sent Back	07/01/2025 08:41:40 AM		Gabriela De Los Santos (Budget Specialist)	1	Send Back Reason from Gabriela De Los Santos: Please change account 5415000 to 5154000 Deferred Compensation Plan.
Budget Amendment Event	Budget Amendment Event	Submitted	07/01/2025 08:43:44 AM	07/02/2025	Joselinne Piedras-Sarabia	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	07/01/2025 09:18:16 AM	07/03/2025	Wendi Fragoso (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	07/01/2025 09:20:04 AM		Gabriela De Los Santos (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		07/02/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Sent Back	07/01/2025 09:33:22 AM		Lauren Swift (Accounting Operations Lead)	1	Send Back Reason from Lauren Swift: Can the description be changed slightly? Since we are moving funds back to Budgeted Reserves, we are not funding personnel adjustments. Maybe leave out "to fund" and replace it with "for". Everything else looks good.
Budget Amendment Event	Budget Amendment Event	Submitted	07/01/2025 09:40:59 AM	07/02/2025	Joselinne Piedras-Sarabia	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	07/01/2025 09:43:06 AM	07/03/2025	Wendi Fragoso (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	07/01/2025 09:44:15 AM		Lee Clemmer (Budget Specialist)	1	



View Budget Amendment: Budget
Amendment: FY2025 - Annual Budget Detail
on 07/07/2025 : BAT-0000187

01:47 PM
07/01/2025
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Process		Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		07/02/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	07/01/2025 11:53:04 AM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	07/01/2025 01:44:57 PM	07/03/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		07/03/2025	Sergio Cruz (Finance Executive)	1	

Department Name:	Fund Cost Center:
Election Expense	1101 114030

Current Position Title	PSN	Current Salary	New Salary	Change in Salary	Comment
Voter Registration Specialist (G-109)	TBD	\$38,463.17	\$0.00	-\$38,463.17	Previously transferred from 151500 into 114030, will now be deleted
		\$38,463.17	\$0.00	-\$38,463.17	

Start Date	7/7/2025
End of Fiscal Year	9/30/2025
Net Work Days	62

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	(9,172.00)
County Paid Health Ins Premium	5151000	(2,275.00)
Medicare FICA Payments	5152102	(134.00)
TCDRS	5153000	(1,089.00)
Worker's Compensation	5156000	(72.00)
Alternate Plan	5154000	(720.00)
Unemployment	5155000	(11.00)
FY 2025 Fiscal Impact		(13,473.00)

FY 2026 Fiscal Impact
-\$56,490.00

Department Name:	Fund Cost Center:
Election Expense	1101 114030

Current Position Title	PSN	Current Salary	New Salary	Change in Salary	Comment
Voter Registration Specialist (G-109)	TBD	\$38,839.51	\$41,839.51	\$3,000.00	Previously transferred from 151500 into 114030, will now receive pay increase
Administrative Assistant I (G-109)	1140300006	\$37,729.81	\$43,729.81	\$6,000.00	Pay increase
Assistant Elections Admnstratr (G-118)	1140300004	\$61,417.20	\$64,417.20	\$3,000.00	Pay increase
Chief Dep Co Clerk-Elections (G-222)	1140300003	\$88,328.24	\$93,328.24	\$5,000.00	Pay increase
Election Tech Spec (G-115)	1140300005	\$56,736.16	\$59,736.16	\$3,000.00	Pay increase
System Support Technician (G-113)	1140300001	\$45,861.23	\$48,861.23	\$3,000.00	Pay increase
Elections Tech (G-109)	1140300007	\$42,994.02	\$45,994.02	\$3,000.00	Pay increase
		\$371,906.17	\$397,906.17	\$26,000.00	

Start Date	7/7/2025
End of Fiscal Year	9/30/2025
Net Work Days	62

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	6,200.00
County Paid Health Ins Premium	5151000	-
Medicare FICA Payments	5152102	90.00
TCDRS	5153000	737.00
Worker's Compensation	5156000	-
Alternate Plan	5154000	487.00
Unemployment	5155000	7.00
FY 2025 Fiscal Impact		7,521.00

FY 2026 Fiscal Impact
31,534.00



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

48.

Consideration of awarding ITB 25-048, Altosid Liquid Larvicide 5% and 20%

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	6/27/25 8:56 am



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 25, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: ITB 25-048, Altosid Liquid Larvicide 5% and 20%
Contract #219596

Gentlemen,

On May 15, 2025, bids were opened for ITB 25-048, Altosid Liquid Larvicide 5% and 20%. Four (4) bids were received from the following companies:

- | | |
|--|---------------|
| • Clarke Mosquito Control Products, Inc. | Charlotte, IL |
| • Adegbeyega Olurin dba Extreme Xterminating | Houston, TX |
| • Rentokil North America, Inc. dba Target Specialty Products | Reading, PA |
| • ES POCO USA, LLC dba Vesperis | Austin, TX |

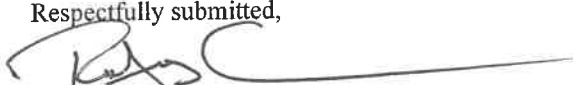
The following bids listed below were equal in price and therefore must be awarded by drawing lots in a manner prescribed by Texas Local Government Code, 262.027, Awarding of Contract, sub-item b):

- Clarke Mosquito Control Products, Inc.
- ES OPCO USA, LLC Dba Vesperis
- Rentokil North America, Inc. dba Target Specialty Products

If two responsible bidders submit the best and lowest bid, the commissioners' court shall decide between the two by drawing lots in a manner prescribed by the county judge."

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,


Rufus G. Crowder, CPPO, CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Billiot, Haley
Sent: Wednesday, June 25, 2025 8:13 AM
To: Dickey, Tammy; Marshall, John
Subject: RE: Altosid Liquid

Good morning Tammy,

The 3 Vendors; Target, Veresis and Clark all bid the lowest price. This price is the lowest price, which is also the agencies pricing set by the manufacture. The Vendor, Extreme Extreme, was a higher price and doesn't meet the manufacture agency pricing. So Purchasing will have to decide out of the 3 vendors, will have to decide which agency pricing will be awarded the bid.

Thank you,

From: Dickey, Tammy <Tammy.Dickey@co.galveston.tx.us>
Sent: Tuesday, June 24, 2025 9:41 AM
To: Marshall, John <John.Marshall@co.galveston.tx.us>; Billiot, Haley <Haley.Billiot@galvestoncountytexas.gov>
Subject: Altosid Liquid

Mr. Marshall,

Here are the submittals for ITB 25048, Altosid Liquid Larvicide 5% & 20%. This one is a hard bid so you will just need to pick the cheapest that met all the needs of the bid. Let me know if you have any questions.

Thank you.

*Tammy Dickey
Administrative Assistant/P-card Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 Moody, 5th Floor
Galveston, TX 77550
Office: 409.770.5373
Email: tammy.dickey@co.galveston.tx.us*

GALVESTON COUNTY
LINE ITEM DETAIL SHEET
Altosid Liquid Larvicide 5% And 20%

Clarke Mosquito Control Products

VENDOR #1				
DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
1 ALTOSID LIQUID LARVICIDE 5%	1	EA	\$301.75/gal	\$1,207.00/case
2 ALTOSID LIQUID LARVICIDE 20%	1	EA	\$1,074.44/gal	\$5,372.00/case
EXTENDED PRICE TOTAL OF ALL ITEMS				\$6,579.00

VENDOR #2				
DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
ALTOSID LIQUID LARVICIDE 5%	1	EA	\$340.91	\$340.91
ALTOSID LIQUID LARVICIDE 20%	1		\$10,200.00	\$10,200.00
EXTENDED PRICE TOTAL OF ALL ITEMS				\$10,540.91

Extreme Xterminating

GALVESTON COUNTY
LINE ITEM DETAIL SHEET

Altosid Liquid Larvicide 5% And 20%

Pentokill North America

		DBA: Target Specialties		VENDOR #3	
DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE	
1 ALTOSID LIQUID LARVICIDE 5%	1	EA	\$1,207.00	\$1,207.00	
2 ALTOSID LIQUID LARVICIDE 20%	1	EA	\$5,372.00	\$5,372.00	
EXTENDED PRICE TOTAL OF ALL ITEMS					\$6,579.00

		ES OPCO USA		VENDOR #4	
DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE	
ALTOSID LIQUID LARVICIDE 5%	1	EA	\$1,207.00	\$1,207.00	
ALTOSID LIQUID LARVICIDE 20%	1	EA	\$5,372.00	\$5,372.00	
EXTENDED PRICE TOTAL OF ALL ITEMS					\$6,579.00

SPECIAL PROVISIONS

**INVITATION TO BID
ALTOSID LIQUID LARVICIDE 5% AND 20%
GALVESTON COUNTY, TEXAS**

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SPECIAL PROVISIONS

INVITATION TO BID ALTOSID LIQUID LARVICIDE 5% AND 20% GALVESTON COUNTY, TEXAS

The General Provisions and the Special Provisions of this Invitation to Bid and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

***The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically.

“Walk-in” or “mailed-in” proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County’s e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>.**

Please see Item D, SUBMISSION INSTRUCTIONS, for further details.

A. PURPOSE

The County of Galveston is seeking a vendor to supply Altosid Liquid Larvicide 5% and 20% for use by the Galveston County Mosquito Control Department. The supplied products must be of commercial grade, suitable for application for commercial purposes, meet all OSHA, EPA, Federal, State, and local requirements, based on the specifications listed herein.

B. EXCEPTIONS TO BID CONDITIONS

Any exceptions to these solicitation conditions should be listed on a separate sheet of paper, attached to respondent’s submittal, and submitted with response at the specified date and time of the solicitation opening.

C. PROCUREMENT TIMELINE

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Bidders of any changes:

Advertise Solicitation (first date of publication)	Wednesday, April 16, 2025
Advertise Solicitation (second date of publication)	Wednesday, April 23, 2025
Questions Deadline	Wednesday, April 30, 2025, by 5:00 PM CST
Submission Deadline / Bid Opening	Thursday, May 15, 2025, at 2:00 PM CST

Interested parties may attend the Thursday, May 15, 2025, 2:00 PM CST bid opening virtually by using the following link:

Join from the meeting link
<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=m144a5c1a95b9633c8092ba8dd9bc3c1a>

Join by meeting number
Meeting number (access code): 2505 971 8332
Meeting password: 25-048 (250048 when dialing from a video system)

Tap to join from a mobile device (attendees only)
+1-415-655-0001,,25059718332## US Toll

Join by phone
+1-415-655-0001 US Toll

SPECIAL PROVISIONS

INVITATION TO BID ALTOSID LIQUID LARVICIDE 5% AND 20% GALVESTON COUNTY, TEXAS

Global call-in numbers

Join from a video system or application
Dial 25059718332@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

D. SUBMISSION INSTRUCTIONS

Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" proposal submittals are still allowed (see instructions below), however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>.**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business:
<https://vendorsupport.gobonfire.com/hc/en-us/articles/15646869029783-Vendor-Registration>

There is no cost to register as a vendor.

INSTRUCTIONS FOR "WALK-IN" SUBMITTALS ONLY

IF "WALKING IN" BIDS, one (1) unbound original and two (2) copies of the requested bid submittal must be submitted no later than **2:00 PM CST**, on **Thursday, May 15, 2025** to:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The timestamp clock located in the Purchasing Agent's office shall serve as the official timekeeping piece for this solicitation process when walking in bids. Any bids received after **2:00 PM CST** on the specified date will be returned unopened.

Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <http://www.galvestoncountytexas.gov/county-offices/purchasing>.

E. BID SURETY

A surety/bid bond **is not a requirement** of this solicitation.

F. PERFORMANCE AND PAYMENT BONDS

Performance and Payment Bonds **are not requirements** of this solicitation.

G. BEST AND FINAL OFFERS (BAFO)

The Best and Final Offer process **is not applicable** to this solicitation.

SPECIAL PROVISIONS

INVITATION TO BID ALTOSID LIQUID LARVICIDE 5% AND 20% GALVESTON COUNTY, TEXAS

H. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates are not requirements of this solicitation.

I. PERSONNEL TO CONTACT

Bidders desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Bidder, which in the opinion of the County affects all Bidders or would be prejudicial to other Bidders if not communicated, shall be furnished to all Bidders as an addendum to the solicitation. Bidders **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Bidders must e-mail their requests (with the subject line “Altosid Liquid Larvicide 5% and 20%– Bid # ITB 25-048– Questions”) for additional information and/or clarification to the address listed above. The request must include the Bidder’s name and the solicitation number and title.

Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date. Late requests or those not delivered to the proper address may not receive a reply. Bidders shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an RFI submittal. Bidders should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County’s procurement web page. **It is the Bidder’s sole responsibility to ensure receipt of all addenda prior to submitting its response.**

All Bidders should check the County’s procurement web page for all addenda prior to submitting a response.

The County’s procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>. Bidders who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Bidder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Bidder shall be responsible to monitor the County website for new or revised solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

SPECIAL PROVISIONS

INVITATION TO BID ALTOSID LIQUID LARVICIDE 5% AND 20% GALVESTON COUNTY, TEXAS

J. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

John Marshall
Mosquito Control Director
5115 Highway 3
Dickinson, TX 77539

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, and that pricing meets the agreed upon pricing methodology as specified in the contract, and that funds are available.

K. INSURANCE

Bidder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Bidders may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Bidder has such insurance. Provided however, that successful Bidder(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Bidder commences any work hereunder. **Insurance shall be placed with insurers having an A.M. Best's rating of no less than A.** Such insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

Workers' Compensation Insurance. Bidder shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Bidder shall carry in full force commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Bidder shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than \$1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.

SPECIAL PROVISIONS

INVITATION TO BID ALTOSID LIQUID LARVICIDE 5% AND 20% GALVESTON COUNTY, TEXAS

Subrogation Waiver. Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under this Agreement.

L. MATERIAL DESCRIPTION

The following specifications are the minimum acceptable specifications for the chemicals used by the Galveston County Mosquito Control Department.

- **FORMULATION 20%:**
Water-based concentrate formulation of Methoprene 20% and 80% inert ingredients that is recommended to be diluted with water or BTI at various label rates. Spray solutions should be stable and effective up to 48 hours after dilution. Material must be EPA registered and supplied in one-gallon containers.
- **FORMULATION 5%:**
Water-based concentrate formulation for Methoprene 5% and 95% inert ingredients that are recommended to be diluted with water or BTI at various label rates. Spray should be stable and effective up to 48 hours after dilution. Material must be EPA registered and supplied in one-gallon containers.
- **STORAGE:**
When stored in original containers in a cool, dry space, out of sunlight, the product must retain a useful shelf life of greater than two (2) years.
- **APPLICATION:**
Product must be labeled for ground ULV and aerial application with conventional ULV equipment.

ANY REFERENCES TO NAME BRANDS ARE FOR BIDDING PURPOSES ONLY AND ARE INTENDED TO BE DESCRIPTIVE AND NOT RESTRICTIVE.

M. MATERIAL SAFETY DATA SHEETS (MSDS)

The OSHA required documentation MUST accompany each delivery.

N. PRODUCT AVAILABILITY AND TIME OF DELIVERY

Time of delivery and product availability are of the essence in all Galveston County supply contracts. The contracted vendor is required to always have the stated quantities available for delivery at the requested locations throughout the contractual period(s). If the County must procure the requested products or materials from another supply source due to the inability of the contracted vendor to maintain the requested quantities, the contracted vendor shall be required to reimburse the County for the difference in price including all freight and delivery costs. The County reserves the right to cancel any orders, or part thereof, without obligation or penalty if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the County.

O. QUANTITIES AND PAYMENTS

Submitted bid pricing shall be based on anticipated annual requirement of ten (10) gallons, however, the County does not guarantee any minimum or maximum purchases and will pay only for the material ordered and delivered in Galveston County at the designated locations.

Measurement shall be by the gallon or unit of measure listed on the bid sheets delivered to the requested destination points. Payment will be made on this basis including all freight and delivery charges.

SPECIAL PROVISIONS

**INVITATION TO BID
ALTOSID LIQUID LARVICIDE 5% AND 20%
GALVESTON COUNTY, TEXAS**

Galveston County is tax exempt and therefore no taxes, license fees, etc. shall be added to bid prices. Galveston County reserves the right to order more or less of this product.

P. POINTS OF DELIVERY

The requested materials shall be furnished and delivered to the specified locations, satisfactory to the Galveston County Road Mosquito Control Director

Q. COST

The unit price per gallon or quantity specified on the bid response sheet, submitted by the bidder, shall include all the costs to the County, including the material, freight, or any other costs to receive the material at the point of destination when the order is placed.

R. INVOICES:

Invoices must be itemized indicating all materials and supplies used. Invoices must be submitted to:

**Galveston County Auditor's Office
Attn: Accounts Payable
P.O. Box 1418
Galveston, Texas 77553**

Failure to submit invoices to the above address or failure to include the Purchase Order Number will result in delay in payment.

Contractor must accept purchase order numbers for specified supplies, equipment, and/or services. Contractor shall not perform any work or release any supplies and/or equipment to any authorized representative of the County of Galveston unless a valid purchase order number issued by the office of the Galveston County Purchasing Agent accompanies the order or if vendor can comply with the provision as stated in the General Provisions, page 3, item 11, Procurement Card Program.

Payment for any items issued without prior receipt of a valid purchase order number may become the sole responsibility of the successful contractor.

End of Special Provisions

SPECIAL PROVISIONS

INVITATION TO BID ALTOSID LIQUID LARVICIDE 5% AND 20% GALVESTON COUNTY, TEXAS

S. REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of submittal and deemed as non-responsive. It is the responsibility of the Bidder to ensure that Bidder has received all addenda.

Items:

Confirmed (X):

- | | |
|--|-------------------------------------|
| 1. Required Documents Checklist (this page) | _____ |
| 2. Addenda Acknowledgement (if any) | #1 _____ #2 _____ #3 _____ #4 _____ |
| 3. One (1) original, two (2) copies of submittal (if walked in; one if submitted in Bonfire) | _____ |
| 4. ATTACHMENT A - Vendor Qualification Packet | _____ |
| 5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility | _____ |
| 6. ATTACHMENT C - Certification Regarding Lobbying Form | _____ |
| 7. ATTACHMENT D - Non-Collusion Affidavit | _____ |
| 8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel | _____ |
| 9. ATTACHMENT F - Prohibition on Contracts with Certain Companies | _____ |
| 10. ATTACHMENT G - Information for Notice | _____ |
| 11. ATTACHMENT H - References | _____ |
| 12. Bid Line-Item Sheet | _____ |
| 13. Contract | _____ |

Person to contact regarding this qualification: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bid the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____



GALVESTON COUNTY, TEXAS

COMMISSIONERS COURT

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

49.

Consideration of awarding RFP 25-041, Aerial Adulticide Application Services

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	7/1/25 10:30 am



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

June 27, 2025

Honorable County Judge
And Commissioners' Court
County Courthouse
Galveston, Texas

RE: RFP 25-041, Aerial Adulticide Application Services
Contract #216998

Gentlemen,


On April 17, 2025, submittals were scheduled to be opened for RFP 25-041, Aerial Adulticide Application Services. One (1) submittal was received from the following company:

- Agri-land Aviation, LLC Bay City, TX

After a thorough review of the submittal by the Evaluation Committee, Agri-land Aviation, LLC was deemed to have submitted a satisfactory proposal and is recommended for award.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,



Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston

Dickey, Tammy

From: Marshall, John
Sent: Friday, June 27, 2025 10:10 AM
To: Dickey, Tammy
Subject: RFP-25-041

Good morning Tammy,

The evaluation committee met this morning and it was decided to choose Agri-land Aviation, LLC.

Thank you,

John Marshall

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25-041 - Aerial Adulticide Application Services AGRI-LAND AVIATION LLC

Scoring Summary

Evaluation Group 1 - Main Evaluation

Reviewer	Total / 100 pts	Experience / 30 pts	Ability to Perform / 40 pts	Cost / 30 pts
Elizabeth Bryant	85	25	30	\$51,800.00
John Marshall	90	30	30	51,800.00
Zachary Smith	90	30	30	\$51,800.00
Average:		27.5	30	\$51,800.00
Calculated:	87.5	27.5	30	30 (\$51,800.00)

Scoring Comments

Experience - Reviewer Scores

Reviewer	Score	Reason	Comments
----------	-------	--------	----------



Elizabeth Bryant	25	Meets or exceeds my expectations	Vendor provided details about their equipment, pilot, and multiple references.
Zachary Smith	30	Strongly fits desired attribute(s)	Pilot has 15 years flight experience, licensed to spray insecticide from the state of Texas

Ability to Perform - Reviewer Scores

Reviewer	Score	Rating	Comments
Elizabeth Bryant	30	Meets or exceeds my expectations	Vendor has expressed interest in continuing to do so through this bid process and provided multiple references.
Zachary Smith	30	Strongly fits desired attribute(s)	Vendor is located outside of the county but has availability for short notice response

Cost - Reviewer Scores

Reviewer	Score	Rating	Comments
Elizabeth Bryant	30 (\$51,800.00)	-	Total of \$2.59 per acre of all bid materials requested. Total acreage per request is 20,000 acres.
Zachary Smith	30 (\$51,800.00)	-	cost of one application at a rate of \$2.59 per acre for 20,000 acres

SPECIAL PROVISIONS

**REQUEST FOR PROPOSAL
AERIAL ADULTICIDE APPLICATION SERVICES
GALVESTON COUNTY, TEXAS**

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SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

The General Provisions and the Special Provisions of this Request for Proposal and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

****The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically.

“Walk-in” or “mailed-in” proposal submittals are still allowed, however, Bidders are strongly encouraged to submit their proposals online via Galveston County’s e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>. Please see Item D, SUBMISSION INSTRUCTIONS, for further details.

A. PURPOSE

Galveston County is seeking a contractor to provide Aerial Adulticide/Insecticide Application Services for the application of mosquito control insecticides.

It is the goal of this procurement effort to secure a firm-fixed-price contract from a vendor or vendors whose proposal(s) meets or exceeds the material terms and conditions of this RFP. The Galveston County Commissioners’ Court reserves the right to enter into an agreement with one or more vendors as a result of this solicitation effort.

B. EXCEPTIONS

Any exceptions to these solicitation conditions should be listed on a separate sheet of paper, attached to respondent’s submittal, and submitted with response at the specified date and time of the solicitation opening.

C. PROCUREMENT TIMELINE

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Respondents of any changes:

- | | |
|---|--|
| • Advertise Solicitation (first date of publication) | Wednesday, March 19, 2025 |
| • Advertise Solicitation (second date of publication) | Wednesday, March 26, 2025 |
| • Deadline for Questions & Inquiries | Thursday, April 03, 2025, by 5:00 PM CST |
| • Submission Deadline / RFP Opening | Thursday, April 17, 2025, at 2:00 PM CST |

Interested parties may attend the Thursday, April 17, 2025, 2:00 PM CST bid opening virtually by using the following link:

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=m061e81596a515e064a51bc5a2fad31d6>

Join by meeting number

Meeting number (access code): 2489 372 3811

Meeting password: 25-041 (250041 when dialing from a video system)

Tap to join from a mobile device (attendees only)

+1-415-655-0001,,24893723811## US Toll

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

Join by phone
+1-415-655-0001 US Toll
Global call-in numbers

Join from a video system or application
Dial 24893723811@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

D. SUBMISSION INSTRUCTIONS:

Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" (see instructions below) proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business:
<https://vendorsupport.gobonfire.com/hc/en-us/articles/15646869029783-Vendor-Registration>

There is no cost to register as a vendor.

INSTRUCTIONS FOR "WALK IN" SUBMITTALS ONLY

One (1) unbound single-sided original proposal, two (2) single-sided proposal copies, must be submitted no later than 2:00 PM CST, on Thursday, April 17, 2025:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The timestamp clock located in the Purchasing Agent's office shall serve as the official time-keeping piece for this solicitation process. Any proposals received after 2:00 PM CST on the specified date will be returned unopened.

Proposal Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <https://www.galvestoncountytexas.gov/county-offices/purchasing>

E. PROPOSAL SURETY

A surety/bond **is not a requirement** of this solicitation.

F. PERFORMANCE AND PAYMENT BONDS

Performance and Payment Bonds **are not requirements** of this solicitation.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

G. BEST AND FINAL OFFERS (BAFO)

The Best and Final Offer process is applicable to this solicitation.

H. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates are not applicable to this solicitation.

I. PERSONNEL TO CONTACT

Respondents desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Respondent, which in the opinion of the County affects all Respondents or would be prejudicial to other Respondents if not communicated, shall be furnished to all Respondents as an addendum to the solicitation. Respondents **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Respondents must e-mail their requests (with the subject line “Aerial Adulticide Application Services – RFP #25-041– Questions”) for additional information and/or clarification to the address listed above. The request must include the Responder’s name and the solicitation number and title.

Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date. Late requests or those not delivered to the proper address may not receive a reply. Respondents shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an RFI submittal. Respondents should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County’s procurement web page. **It is the Responder’s sole responsibility to ensure receipt of all addenda prior to submitting its response.** All Respondents should check the County’s procurement web page for all addenda prior to submitting a response.

The County’s procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>

The Respondent must acknowledge the receipt of all addenda on the forms provided. In the event a Responder fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determine that such failure to acknowledge any or all addenda does not materially affect the solicitation and waive the acknowledgment of one or more addenda.

Respondents who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Responder to prepare a responsive or competitive submittal.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Responder shall be responsible to monitor the County website for new or revised solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

J. ASSIGNMENT AND SUBLETTING

The Contractor will retain full control over this contract and will not assign or subcontract said contract without the prior written consent of the County. Failure to request consent shall be grounds for default under this Contract. The Contractor further agrees that assigning or subcontracting any portion or feature of the work shall not relieve the Contractor from its full obligations under this contract.

The successful contractor shall obtain prior approval and consent from the County prior to utilizing a subcontractor with respect to the services to be provided. These services shall be of the same professional quality as mentioned in the contract and all requirements are to remain in effect. The contractor shall warrant that each of its subcontractors providing services (if any) shall procure and maintain insurance of the types and to the limits specified herein.

If consent is granted by the County, successful contractor must take all necessary steps to assure that minority businesses, women's business enterprises and labor surplus area firms are used when possible. Affirmative steps must include the following:

- 1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- 2) Assuring that small and minority business, and women's business enterprises are solicited whenever they are potential sources;
- 3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;
- 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- 5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the department of Commerce; and
- 6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

K. DISASTER AND EMERGENCY RESPONSE

The Galveston County Commissioners' Court recognizes the vulnerability of Galveston County citizens and their communities to damage, injury, and loss of life and property resulting from disasters. Such events require 24/7 responses from emergency first responders, government employees, various elected and appointed officials, state and local representatives, and other emergency management personnel.

In an effort to satisfy cost reasonableness responsibilities and reimbursement initiatives in times of declared emergencies or disasters and their recovery efforts, the County of Galveston reserves the right to obtain additional quotes and current pricing information from the successful contractor and other contractors to perform the work as stated per the specifications listed herein and in the resultant contract. These services shall be solicited on the open market with the same specifications as listed herein and as stated in the resultant contract, however, may include scope changes due to the unknown status of the emergency. The County of Galveston reserves the right to utilize the most

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

advantageous and cost-effective solution(s) during the duration of the declared event and recovery period in an effort to relieve the taxpaying citizens of increased burden and financial hardship.

L. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

**John Marshall
Mosquito Control Director
Galveston County Mosquito Control District
5115 Hwy 3
Dickinson, TX 77539**

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, and that pricing meets the agreed upon pricing methodology as specified in the contract, and that funds are available.

M. REQUIREMENTS OF REQUEST FOR PROPOSAL

Respondent shall provide one (1) original and two (2) hard copies of its response to the Purchasing Agent on or before the submission deadline specified herein. Font size is limited to no smaller than font size 11, except that organizational charts, other graphics, and footers may be as small as font size 9.

Respondents shall clearly indicate which project or projects are being submitted for consideration in their cover letter.

N. INSURANCE

Responder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Respondents may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Respondent has such insurance. Provided however, that successful Respondent(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Respondent commences any work hereunder. **Insurance shall be placed with insurers having an A.M. Best's rating of no less than A.** Such insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

Agent. Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.

Workers' Compensation Insurance. Respondent shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Respondent shall carry in full force commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Respondent shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than \$1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.

Subrogation Waiver. Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under this Agreement.

O. SCOPE OF WORK

ADULTICIDE SPECIFICATION

Dibrom (Active Ingredient Naled) is the product specified for adulticide use by the Galveston County. No substitutes will be accepted without prior notification from the County or its authorized representative. The successful contractor shall apply the insecticide at the rate specified by the County. No applications will be at rates above and/or below those specified on the label of the authorized chemicals used.

Contractor Responsibilities:

The successful contractor shall meet the minimum requirements:

- a. Be responsible for transfer of the insecticide from the insecticide container to the aircraft;
- b. Provide sufficient personnel with the capabilities which meet or exceed safety requirements for transferring product(s) in compliance with Federal Environmental Protection Agency (EPA), State and local agencies as well as the ability to proactively contain any challenges associated with product spills;
- c. Provide a copy of each aerial spray mission report, showing spray altitude, release height wind speed, release height temperature, aircraft speed (ground speed), date and time of application, amount of insecticide applied, number of acres treated, and all flight path showing "spray on" areas. Reports shall be submitted within forty-eight (48) hours after each application;
- d. Be available for contact between the hours of 8:00 a.m. and 5:00 p.m., CST; and be available at times specified by County to perform the Aerial Application Services.
- e. Be onsite and ready to begin spraying operations within 72 hours of Galveston County requesting service.

Aircraft:

Successful contractor shall make available the proper aircraft capable of treating a minimum of thirty thousand (30,000) acres in one evening of spraying.

Aircraft used within the contract shall:

- Be certified by the Federal Aviation Administration (FAA), and comply with all requirements of FAR Part 137, Agricultural Operation.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

- Be calibrated to deliver the correct amount of insecticide and droplet size must comply with the insecticide label based on the operation parameters (i.e. swath width, airspeed, etc.).
- Be equipped with the Wingman GX aerial spray guidance system or AG Nav Flight Master Platinum GPS Guidance and Mapping system, the above systems will process onboard accurate within less than one (1) knot; a two (2) degree vector and less than one (1) degree in temperature to be used for optimization in read time and detection of a temperature inversion. Will be able to produce a printable map of all spray activities, conducted with spray on and spray off.
- Be equipped with a ULV rotary atomizer spray system with nozzles that the droplets have been certified by a Malvern Laser Wind-Tunnel analysis or industry approved one inch (1") spinning Teflon impugners.
- Be capable of GPS (Global Positioning Satellite) guidance with gridline capabilities. The system must have an accuracy of zero (0) to fifty (50) feet and be used on all aerial spray missions.

Application:

The County will supply the contractor with the geographical areas to be sprayed, date, time, alternate time, and the number of acres to be treated via GIS software supplied by the contractor.

An authorized County representative will be available to monitor all aspects of the spray mission to ensure procedures are followed that will result in a successful best effort mission. Some of the items that the County requests to be monitored are as follows:

- Pre and post Landing Rate Counts (LRC)
- Pre and post surveillance traps
- Meteorological conditions (favorable or unfavorable)
- Application protocols such as lane separation, altitude, etc.

The Customer's representative, along with the contractor, shall have the mutually agreed authority to approve, delay, or terminate the spray mission(s).

During each mission the contractor shall have the ability to perform the following:

- Receive in real-time via an AIMMS-20 weather monitoring system, meteorological conditions at release height into the aircraft, specifically:
 - Temperature
 - Wind speed
 - Wind direction
 - Humidity

Based upon the cumulative effect of many variables such as droplet spectra, aircraft vortices, meteorology from multiple altitudes, evaporation, nozzle location, aircraft characteristics, product characteristics, source geometry (aircraft speed, release height), and application rates, the contractor shall have on board the aircraft the equipment necessary to optimize the application strategies, which result in increased droplet densities, product volume and most efficient droplet sizes into the intended treatment area, while minimizing off-target drift. In addition, the onboard GPS system will be capable of alerting the pilots of real-time meteorological changes and temperature inversions.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

Pilot Qualifications:

Pilots shall have the following qualifications:

- Minimum of five hundred (500) logged and verifiable flight hours;
- Minimum of one hundred (100) logged and verifiable hours in aerial application of insecticide to control mosquitos;
- Possess and maintain current certification in public health and aerial categories of pest control;
- In addition to the above certification, copies of commercial pilot's license with multi-engine rating, first or second class medical certificate, FCC restricted radio operator's permit, and copies of any other documentation required by the FAA, State, and local agencies.

P. COST

The pricing structure shall be based upon on a minimum of twenty thousand (20,000) acres to be treated per Application Event. An Application Event is defined as a minimum of twenty thousand (20,000) acres to be treated over a maximum period of four (4) continuous days. Nothing stated in the resultant contract guarantees a minimum or maximum number of Application Events.

In the event that the County changes the insecticide to be applied and/or the application rate of the insecticide, the pricing structure may be amended upon mutual agreement of both parties in writing.

Galveston County is tax-exempt and therefore taxes and license fees should not be added to the proposal price.

Q. INVOICES:

After each application, the contractor shall submit to the County, an invoice for all services provided. All amounts shall be due upon receipt. **Unless an alternative payment method is authorized by the County, each receipt shall contain a proper Galveston County issued Purchase Order Number.**

Invoices must be itemized indicating all materials and supplies used. Invoices must be submitted to:

**Galveston County Auditor's Office
Attn: Accounts Payable
P.O. Box 1418
Galveston, Texas 77553**

Failure to submit invoices to the above address or failure to include the Purchase Order Number will result in delay in payment.

Contractor must accept purchase order numbers for specified supplies, equipment, and/or services. Contractor shall not perform any work or release any supplies and/or equipment to any authorized representative of the County of Galveston unless a valid purchase order number issued by the office of the Galveston County Purchasing Agent accompanies the order or if vendor can comply with the provision as stated in the General Provisions, page 3, item 11, Procurement Card Program.

Payment for any items issued without prior receipt of a valid purchase order number may become the sole responsibility of the successful contractor.

SPECIAL PROVISIONS

REQUEST FOR PROPOSAL AERIAL ADULTICIDE APPLICATION SERVICES GALVESTON COUNTY, TEXAS

R. EVALUATION AND SELECTION PROCESS

The Evaluation Committee will consider the most cost-productive, efficient, and effective proposal. **While the County of Galveston appreciates a brief straight forward and concise response, the proposer must fully understand that the evaluation is based on the information provided.** Accuracy and completeness are essential. Omissions, ambiguous, or equivocal statements may be construed against the proposer. Proposal responses may be incorporated into any contract that results from this RFP, and proposers are cautioned not to make claims or statements that they are not prepared to commit to contractually. Failure of the proposer to meet such claims will result in a requirement that the proposer provides the resources necessary to meet the submitted claims.

The award(s) will be made to the responsible proposer(s) whose proposal is determined to be the best-evaluated offer demonstrating the best ability to fulfill the requirements set forth in this Request for Proposal. The requested services will be awarded primarily based on the evaluation criteria listed below as well as complying with the provisions as stated on page 6 of the General Provisions, Item 17, Award of Proposals – Evaluation Criteria and Factors.

- **COST – 30%**
The Proposer shall provide pricing information relative to providing the services and supplies outlined herein.
- **EXPERIENCE – 30%**
The Proposer shall provide information describing the make-up and experience of the company providing the services.
- **ABILITY TO PERFORM – 40%**
Ability of vendor to provide supplies, services, and delivery as requested herein.

SPECIAL PROVISIONS

**REQUEST FOR PROPOSAL
AERIAL ADULTICIDE APPLICATION SERVICES
GALVESTON COUNTY, TEXAS**

S. REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

FEIN (TAX ID): _____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of qualification submittal as non-responsive. It is the responsibility of the Proposer to ensure that Respondent has received all addenda.

Items:

Confirmed (X):

- | | |
|---|-------------------------------------|
| 1. Required Documents Checklist (this page) | _____ |
| 2. Addenda Acknowledgement (if any) | #1 _____ #2 _____ #3 _____ #4 _____ |
| 3. One (1) original, two (2) copies of submittal | _____ |
| 4. ATTACHMENT A - Vendor Qualification Packet | _____ |
| 5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility | _____ |
| 6. ATTACHMENT C - Certification Regarding Lobbying Form | _____ |
| 7. ATTACHMENT D - Non-Collusion Affidavit | _____ |
| 8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel | _____ |
| 9. ATTACHMENT F - Prohibition on Contracts with Certain Companies | _____ |
| 8. ATTACHMENT G - Information for Notice | _____ |
| 10. ATTACHMENT H - References | _____ |
| 11. Contract | _____ |

Person to contact regarding this qualification: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bind the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____