

*Notice of Meeting and Agenda and Minutes*  
*August 17, 2015*

**SPECIAL, 8/17/2015 1:30:00 PM**

BE IT REMEMBERED that on August 17, 2015, there was begun and holden a SPECIAL session of the Commissioners Court of Jefferson County, Texas, with the following members and officers present and participating except those absent as indicated:

Honorable Jeff Branick, County Judge

Commissioner Eddie Arnold, Commissioner Pct. No. 1

Commissioner Brent Weaver, Commissioner Pct. No. 2

Commissioner Michael Sinegal, Commissioner Pct. No. 3

Commissioner Everette D. Alfred, Commissioner Pct. No. 4

Honorable G. Mitch Woods, Sheriff

Honorable Carolyn L. Guidry , County Clerk

When the following proceedings were had and orders made, to-wit:

**Notice of Meeting and Agenda and Minutes**  
**August 17, 2015**

Jeff R. Branick, County Judge  
Eddie Arnold, Commissioner, Precinct One  
Brent A. Weaver, Commissioner, Precinct Two  
Michael S. Sinegal, Commissioner, Precinct Three  
Everette "Bo" Alfred, Commissioner, Precinct Four



**NOTICE OF MEETING AND AGENDA  
OF COMMISSIONERS' COURT  
OF JEFFERSON COUNTY, TEXAS**  
**August 17, 2015**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **1:30 PM**, on the **17th day of August 2015** at its regular meeting place in the Commissioner's Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

Said meeting will be a **Special** for the purpose of transacting the routine business of the County. Persons with disabilities requiring auxiliary aids for services who wish to attend this meeting should contact the County Judge's Office to arrange for assistance.

In addition to the routine business of the County, the subject of said meeting will be the following:

WORKSHOP: 11:00 a.m. –Discuss pending FY 2016 budget issues and budget calendar.

IMMEDIATELY FOLLOWING COMMISSIONERS' COURT—Announcement of an executive (closed) session pursuant to Texas Government Code Section § 551.0725 for the purpose of receiving information regarding pending litigation with the County and matters that may require litigation.

**INVOCATION: Michael S. Sinegal, Commissioner, Precinct Three**

**PLEDGE OF ALLEGIANCE: Everette "Bo" Alfred, Commissioner, Precinct Four**

*Notice of Meeting and Agenda and Minutes*  
August 17, 2015

**PURCHASING:**

1. Consider and approve specifications for (RFQ 15-020/JW), Real Estate Brokerage Services for Jefferson County.

**SEE ATTACHMENTS ON PAGES 9 - 18**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

2. Consider and approve, execute, receive and file a renewal for (IFB 11-030/AW) Term Contract for Correctional Facility (Jefferson County) Law Enforcement Equipment and Uniforms with Lone Star Uniforms, Inc. and Texas Code Blue for a fourth additional (1) one year renewal from September 8, 2015 to September 7, 2016

**SEE ATTACHMENTS ON PAGES 19 - 20**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

3. Consider and approve, execute, receive and file a renewal for (IFB 14-032/JW) Term Contract for Paper Stock and Envelopes for Jefferson County with Bosworth Papers and Olmsted Kirk Paper Company for first additional (1) one year renewal from September 7, 2015 to September 6, 2016.

**SEE ATTACHMENTS ON PAGES 21 - 22**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

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4. Consider and approve, execute, receive and file a Professional Services Agreement (PROF 15-021/JW) with QED Airport and Aviation Consultants to conduct an Independent Fee Estimate (IFE) for Taxiway A Design to be performed by Garver, LLC. for a lump sum fee of \$6,880.00. The IFE is reimbursable as part of our next FAA AIP Grant #31.

**SEE ATTACHMENTS ON PAGES 23 - 24**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

5. Consider and approve, execute, receive and file Change Order No. 5 for (IFB 13-022/KJS), Re-bid Drainage District No. 7 of the County of Jefferson, Texas, Hurricane Ike/Dolly Round 1 Critical Infrastructure Project Disaster Recovery Division, Drainage District No. 7 Ditch Main B Diversion (funded by Round 1 TDRA Grant Administered by The General Land Office of the State of Texas) with MK Constructors for an increase of 370 square yards of concrete liner, installation of razor wire and fence extensions to the chain link fence around the gate structure, installation of two chain link fence overhangs by the gate structure catwalk, installation of a junction box to the installed electrical rack as per Entergy requirements; for an increase of \$26,203.03, bringing the total contract amount from \$3,131,411.00 up to \$3,157,614.03 and from 264 contract working days to 266 contract working days.

**SEE ATTACHMENTS ON PAGES 25 - 28**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**ADDENDUMS**

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6. Consider and approve, execute, receive and file Change Order No. 7 for (IFB 14-018/KJS), Jefferson County New Health Clinic – (TDRA – Round I Disaster Project Now Funded by GLO) with N & T Construction for an increase of \$1,125.30 for the addition of two exit lights, bringing the total contract amount from \$2,003,475.33 up to \$2,004,600.63. This change order will not increase the number of contract working days.

**SEE ATTACHMENTS ON PAGES 29 - 35**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

7. Consider and approve, execute, receive and file Change Order No. 8 for (IFB 14-018/KJS), Jefferson County New Health Clinic – (TDRA – Round I Disaster Project Now Funded by GLO) with N & T Construction for an increase of 30 working days, bringing the total of contract working days from 342 days up to 372 days. This increase in working days is due to a delay with obtaining electrical service to the building.

**SEE ATTACHMENTS ON PAGES 36 - 41**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**COUNTY AUDITOR:**

8. Consider and approve budget amendment - Constable Pct.8 - additional cost for employee health insurance.

120-3072-425-2003	EMPLOYEES' INSURANCE	\$5,023.00	
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$5,023.00

**SEE ATTACHMENTS ON PAGES 42 - 42**

**Motion by: Commissioner Alfred**

**Second by: Commissioner Weaver**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

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9. Consider and approve budget amendment - General Services - additional cost for cash match to City of Port Arthur as per interlocal agreement approved by Commissioners Court on October 27, 2014.

120-1024-419-5077	CONTRACTUAL SERVICE	\$54,858.00	
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$54,858.00

**SEE ATTACHMENTS ON PAGES 43 - 58**

**Motion by: Commissioner Alfred**  
**Second by: Commissioner Weaver**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

10. Consider and approve budget transfer - Road & Bridge Pct 4 - additional cost for repairs

114-0405-431-4018	ROAD MACHINERY	\$32,000.00	
114-0406-431-3015	CEMENT, CONCRETE, ETC.	\$3,000.00	
114-0402-431-1028	LABORERS		\$35,000.00

**SEE ATTACHMENTS ON PAGES 59 - 59**

**Motion by: Commissioner Alfred**  
**Second by: Commissioner Weaver**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

11. Regular County Bills - check #410643 through check #410913.

**SEE ATTACHMENTS ON PAGES 60 - 69**

**Motion by: Commissioner Alfred**  
**Second by: Commissioner Weaver**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

**COUNTY COMMISSIONERS:**

12. Consider authorizing the County Judge to enter/terminate a Burn Ban Order.

**Action: TABLED**

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13. Consider and possibly approve receive and file the appointment of Tolbert Chisum to the Sabine- Neches Navigation District effective August 17, 2015 to replace the unexpired term of Jim Rich who resigned effective July 31, 2015.

**SEE ATTACHMENTS ON PAGES 70 - 70**

**Action: TABLED**

14. Consider holding a (closed) session pursuant to Texas Government Code Section § 551.0725 regarding a contract being negotiated and finding that deliberation in open meeting would have a detrimental effect on the position of the Commissioner's Court in negotiations with a third person.

**Motion by: Commissioner Arnold**

**Second by: Commissioner Alfred**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

15. Consider and possibly approve a Proclamation for the Julie Rogers "Gift of Life" Program 2015 Ovarian & Breast Cancer Awareness Months.

**SEE ATTACHMENTS ON PAGES 71 - 72**

**Motion by: Commissioner Alfred**

**Second by: Commissioner Arnold**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**HUMAN RESOURCES:**

16. Consider and possibly approve, receive, and file updated Jefferson County Texas Governmental 457(b) Plan Loan Procedures.

**SEE ATTACHMENTS ON PAGES 73 - 82**

**Motion by: Commissioner Sinegal**

**Second by: Commissioner Arnold**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

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**SHERIFF'S DEPARTMENT:**

17. Consider, possibly approve and authorize the County Judge to execute the Auto Theft Task Force Grant for FY2016, which is a continuation of a joint application with law enforcement agencies from the cities of Beaumont and Port Arthur, and Jefferson, Orange, Hardin, and Jasper Counties.

**SEE ATTACHMENTS ON PAGES 83 - 147**

**Motion by: Commissioner Alfred**

**Second by: Commissioner Weaver**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

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**Jeff R. Branick  
County Judge**



## JEFFERSON COUNTY PURCHASING DEPARTMENT

*Deborah L. Clark, Purchasing Agent*

1001 Pearl Street, 3<sup>rd</sup> Floor, Beaumont, TX 77701 409-835-8593 Fax 409-835-8456

**August 17, 2015**

**Request for Statements of Qualification (RFQ 15-020/JW)**  
**Real Estate Brokerage Services for Jefferson County**

Dear Vendors:

You are invited to submit a statement of qualifications in accordance with the attached document, RFQ 15-020/JW. Jefferson County is requesting statements of qualifications from Real Estate Brokerage Firms.

All interested individuals and firms should obtain a "Request for Qualifications" packet from the Jefferson County website at: <http://www.co.jefferson.tx.us/Purchasing/main.htm>

All submittals shall be evaluated by a Review/Selection Committee. The Review/Selection Committee will evaluate submissions to this request and select the firm most qualified, responsive and experienced.

All responses shall be submitted with an original and three (3) hard copies, to the Jefferson County Purchasing Department, 1001 Pearl Street, 3rd Floor, Beaumont, Texas 77701, no later than 11:00 am CDT, September 22, 2015. Jefferson County does not accept responses submitted electronically. Responses will be publicly opened and the names of responding firms will be read aloud in the Jefferson County Commissioners' Courtroom at the time and date below. Statements of Qualifications received after that time will be considered late and will be returned unopened. Inquires shall be directed in writing to: Jamey West, Assistant Purchasing Agent via fax 409-835-8456 or e-mail at: [jwest@co.jefferson.tx.us](mailto:jwest@co.jefferson.tx.us)

**REQUEST NAME:** **Real Estate Brokerage Services for Jefferson County**

**REQUEST NO. :** **RFQ 15-020/JW**

**DUE DATE/TIME:** **11:00 am CDT, Tuesday, September 22, 2015**

**MAIL OR DELIVER TO:** **Jefferson County Purchasing Department**  
**1001 Pearl Street (3<sup>rd</sup> Floor)**  
**Beaumont, TX 77701**

Jefferson County encourages Disadvantaged Business Enterprises to participate in the bidding process. Jefferson County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provisions of services. Individuals requiring special accommodations are requested to contact our office at 409-835-8593 to make arrangements no later than seven (7) calendar days prior to the submittal deadline. Jefferson County reserves the right to accept or reject any or all proposals, to waive technicalities and to take whatever action is in the best interest of Jefferson County.

We look forward to your active participation in this solicitation.

Sincerely,

A handwritten signature of Deborah L. Clark, with a circular official seal or stamp partially visible behind it.

Deborah L. Clark  
 Purchasing Agent

Published: Beaumont Enterprise and Port Arthur News: August 19<sup>th</sup> & August 26<sup>th</sup>, 2015

# **Request for Statements of Qualification (RFQ 15-020/JW) Real Estate Brokerage Services for Jefferson County**

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## **Section 1. Introduction and Purpose:**

Jefferson County is requesting statements of qualifications and experience from all interested Real Estate Brokerage Firms desiring to provide professional Real Estate Brokerage services for the County as the need for these services arises. The range of services to provide will be broad and will involve varied land and building properties located in Jefferson County, Texas.

This RFQ will be utilized to engage firms for future, undefined projects and an indefinite quantity of Real Estate Brokerage services as need arises.

Work provided by the firms under this RFQ will be negotiated at a percentage commission rate, a fixed sum per project, or at an hourly rate. A contract will be signed for individual projects, depending on the type of project and cost of the work.

## **Section 2. Procedure**

Firms are encouraged to submit statements of qualifications and experience to be kept on file in the Jefferson County Purchasing Department. For a given project, the responsible Jefferson County department head will appoint a selection committee, which will evaluate responses and select, in order of preference, a short list of at least three firms. Responses will be ranked on the basis of demonstrated experience, competence, and qualifications. Fees, price, work hours, or any other cost information will not be considered in the development of the short list.

Jefferson County will then enter into negotiations with the highest qualified firm. The negotiations will first establish the scope, terms and conditions, and time limits for the proposed contract. Once agreement is reached between Jefferson County and the selected firm, the County will request a fee proposal from the firm. If agreement is reached, the County will retain the firm and enter into a written contract with it. If an agreement cannot be negotiated with the selected firm, the County will then enter into negotiations with the next most qualified firm. This procedure will continue until agreement is reached and a contract is produced. If the County cannot negotiate an agreement, the procedure will be terminated.

## **Section 3. Selection Committee**

Because of the diversity of the departments and activities of the County, the responsible department head will appoint the selection committee for a given project. The department head will appoint a chairperson and no less than two (2) other members for the committee. Typically, the committee will consist of at least one professional in the task required, a person knowledgeable about procurement practices, and either a representative of the department requesting the project, or the department executing the project. However, this structure is not binding. Other members may be appointed as necessary and appropriate, but the total number of persons on the selection committee shall not exceed four (4) persons. Committee appointments shall be in writing and shall briefly describe the scope of the project and, if necessary, the primary disciplines required to accomplish the project, in order to assist the committee in developing a list of firms that might best accomplish the work required. Committee membership and project requirements will vary from project to project; therefore, a firm rated number one for one project could very well not even be rated for another.

## **Section 4. Real Estate's Brokerage Firm's Services**

A. A description of services that may be utilized under this RFQ includes:

1. Represent the County and conduct negotiations at the seller's agent in the sale of County real estate.
2. Represent the County and conduct negotiations as the owner's agent in the lease of County real estate.
3. Perform market analyses as needed.
4. Development and implement marketing strategies to sale or lease County real estate.
5. Represent the County and conduct negotiations as the leaser's agent for the lease of real estate.
6. Regularly consult with the Jefferson County Purchasing Department regarding real estate projects.
7. Handle all other activities and services that are customarily associated with residential and land real transactions.
8. No-subcontracting will be allowed under this RFQ.

## **Section 5. Laws and Regulations**

A. The Real Estate Brokerage Firm(s) must comply with all laws, ordinances, and rules and regulations which govern the work specified in this contract.

## **Section 6. Insurance**

The contractor (Real Estate Brokerage Firm) shall, at all times during the term of this contract, maintain insurance coverages with not less than the type and requirements shown below. Such insurance is to be provided at the sole cost of the contractor. These requirements do not establish limits of the contractor's liability.

All policies of insurance shall waive all rights of subrogation against the County, its officers, employees and agents.

**Contractor shall furnish Jefferson County with Certificate of Insurance naming Jefferson County as additional insured.**

All insurance must be written by an insurer licensed to conduct business in the State of Texas.

### **Minimum Insurance Requirements**

Public Liability	\$1,000,000.00
Excess Liability	\$1,000,000.00

### **Property Insurance (policy below that is applicable to this project):**

Improvements & Betterments Policy: Improvements/Remodeling (for Lease Tenants)  
 Builder's Risk Policy: Structural Coverage for Construction Projects  
 Installation Floater Policy: Improvements/Alterations to Existing Structure

Workers' Compensation

Statutory Coverage (see Section 7)

## Section 7. Workers' Compensation Insurance

7.1 Definitions:

- 7.1.1 **Certificate of coverage (“Certificate”)** – A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement, DWC-81, DWC-82, DWC-83, or DWC-84 showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.
- 7.1.2 **Duration of the project** – Includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.

7.2 The Contractor shall provide coverage, based on proper reporting of classification code and payroll amounts and filing any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

7.3 The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract – refer to Section 6 above.

7.4 If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.

7.5 The Contractor shall obtain from each person providing services on a project, and provide to the governmental entity:

- 7.5.1 A certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and
- 7.5.2 No later than seven (7) days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate ends during the duration of the project.

7.6 The Contractor shall retain all required certificates of coverage for the duration of the project and for one (1) year thereafter.

7.7 The Contractor shall notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

7.8 The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Department of Workers' Compensation, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

7.9 The Contractor shall contractually require each person with whom it contracts to provide services on a project to:

- 7.9.1 Provide coverage, based on reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all its employees providing services on the project, for the duration of the project.
- 7.9.2 Provide to the Contractor, prior to that person beginning work on the project a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.
- 7.9.3 Provide the Contractor, prior to the end of coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.
- 7.9.4 Obtain from each person with whom it contracts, and provide to the Contractor:
  - 7.9.4.1 A certificate of coverage, prior to the other person beginning work on the project; and

## Section 7. Workers' Compensation Insurance (Continued)

- 7.9.4.2 the coverage period, if the coverage period shown on the current certificate of a new certificate of coverage showing extension of coverage, prior to the end of coverage ends during the duration of the project.
- 7.9.5 Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter.
- 7.9.6 Notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and
- 7.9.7 Contractually require each person with whom it contracts to perform as required by paragraphs 7.1. – 7.7., with the certificates of coverage to be provided to the person for whom they are providing services.
- 7.10 By signing this contract or providing or causing to be provided a certificate of coverage, the Contractor is representing to the governmental entity that all employees of the contractor who will provide services of the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.
- 7.11 The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor which entitles the governmental entity to declare the contract void if the Contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the governmental entity.

## Section 8. Qualifications Statement Requirements

Firms desiring to be considered for Real Estate Brokerage Services for Jefferson County are required to submit a Statement of Qualifications and Experience in order to be considered for contracts under this procedure. Only firms with statements on file with the County will be evaluated. The statement should contain, as a minimum, the following:

1. Name of the firm wishing to contract with the County.
2. Firm's local address.
3. Firm's corporate or main office address.
4. Number of years the firm has been in business.
5. Names, qualifications, and experience of professional staff who would be assigned to Jefferson County.
6. Firm's organization chart.
7. Biographies or resumes, including home office location and other relevant information, for each key staff member likely to be assigned to a project.
8. Names, titles, address, and telephone numbers of persons who are authorized to negotiate for and contractually bind the firm. One of these persons should sign the response. A contact must be named for addressing questions generated during the evaluation process.
9. A description of representative work accomplished for all jobs within the past three (3) years.

## **Section 8. Qualifications Statement Requirements (Continued)**

10. Evidence of Real Estate License in the State of Texas for each Broker or agent who could be assigned to the Jefferson County Account.
11. Evidence that the Broker(s) and each agent completed the Texas Real Estate Commission Mandatory Education for Brokers and Agents Salesman License Renewal.
12. Evidence that the Broker is a member of a Residential Multiple Listing Services. Please provide the name and location of the Multiple Listing Service (MLS) for which your firm belongs to; as well as a description of the geographic areas covered by the MLS.
13. Provide a detailed summary of the firm's experience in providing the kinds of services specified in this RFQ to governmental entities.
14. Summarize the firm's expertise in selling and acquiring properties for public entities through both purchase and lease.
15. Describe reasons why the firm would be uniquely qualified to provide Real Estate Brokerage services to Jefferson County.
16. Describe any unique services offered by your firm.
17. Provide the firm's volume of sales for the past three (3) years.
18. A list of references, other than Jefferson County, who have contracted the types of work the firm, is offering to perform. A reference form is included on Page 8 of this package.

## **Section 9. Additional Information**

1. Provide a listing of all current litigation(s), outstanding judgements and liens affecting the firm.
2. Provide a listing of Disciplinary Actions, License Suspensions or actions to revoke a Broker's or Salespersons' License through the Texas Real Estate Commission.
3. **Vendor Registration: SAM (System for Award Management).** Vendors doing business with Jefferson County are required to be registered with The System for Award Management (SAM), with an "active" status. The System for Award Management (SAM) is the Official U.S. Government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. There is NO fee to register for this site.  
Entities may register at no cost directly from the SAM website at: <https://www.sam.gov>

## **Section 10. Terms and Conditions**

1. Jefferson County reserves the right to request clarification of information submitted and to request additional information of one or more applicants.
2. Any agreement or contract resulting from this RFQ shall be on forms approved by Jefferson County and shall contain, at minimum, applicable provisions of this document. Jefferson County reserves the right to reject any agreement that does not conform to this document and any County requirements and contracts.
3. The Real Estate Broker shall not assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the County.
4. No reports, information, or data given to or prepared by the Real Estate Broker under contract shall be made available to any individual or organization by the Real Estate Broker without the prior written approval of the County.
5. The selected Real Estate Broker will be required to enter into a listing agreement or other appropriate contract agreement with the County.

## **Section 11. Historically Underutilized Business Program**

Jefferson County is committed to the development of the business community and minority involvement. The Jefferson County Historically Underutilized Business Program, known as the HUB shall demonstrate the effectiveness in contributing to the growth of small business through innovation and expanding opportunities to minority and woman-owned businesses. The Jefferson County Historically Underutilized Business Program's overall goal is to award at least twenty percent (20%) of all professional services agreements (over \$25,000 per agreement) to qualified minority business enterprises each year and ten percent (10%) for construction contracts exceeding \$50,000.00.

The Contractor must document its good faith efforts toward meeting certified minority and women-owned business enterprise utilization plans.

## **Section 12. Rating Criteria**

The committee selected for a specific project will select a firm or firms for the work required. Firms will be evaluated using the following criteria.

Based upon a 20-point scale:

### **1. Responsiveness ( 2 ) possible points**

- a. Requested information is included and thoroughness of response.
- b. Clarity and brevity of response.

### **2. Staffing Plan ( 6 ) possible points**

- a. Qualifications of key personnel adequate for assignment.
- b. Experience and qualifications of Broker adequate for the assignment.

### **3. Firm's Capability to Provide the Services ( 6 ) points**

- a. Services the geographic area of Jefferson County
- b. Geographic areas of Specialization in Jefferson County
- c. Has provided services to other governmental agencies.
- d. Unique qualifications of the firm.
- e. Belongs to Multiple Listing Service (MLS) that serves the Jefferson County area.

### **4. Insurance, Education, and Licensing ( 4 ) points**

- a. Meets minimum insurance requirements.
- b. Broker and Agents must meet mandatory education requirements of the Texas Real Estate Commission.
- c. Firm, it's Broker, and Agents are in good standing with the Texas Real Estate Commission.

### **5. References ( 2 ) points**

## **Submission Requirements**

One original and three (3) hard copies, of the qualifications statements shall be mailed or delivered to:

Jefferson County Purchasing Department  
 1001 Pearl Street, 3<sup>rd</sup> Floor  
 Beaumont, TX 77701  
 Attn: Deborah L. Clark, Jefferson County Purchasing Agent

**All submissions must be received by 11:00 am CDT, Tuesday, September 22, 2015.  
 Late submissions will not be accepted.**

Please direct questions to Jamey West, Assistant Purchasing Agent at (409) 835-8593, or e-mail at: [jwest@co.jefferson.tx.us](mailto:jwest@co.jefferson.tx.us)

## VENDOR REFERENCES

Please list at least three (3) companies or governmental agencies (preferably a municipality) where the same or similar products and/or services as contained in this specification package were recently provided.

***THIS FORM MUST BE RETURNED WITH YOUR BID.***

### REFERENCE ONE

Government/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contract Period: \_\_\_\_\_ Scope of Work: \_\_\_\_\_

### REFERENCE TWO

Government/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contract Period: \_\_\_\_\_ Scope of Work: \_\_\_\_\_

### REFERENCE THREE

Government/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contract Period: \_\_\_\_\_ Scope of Work: \_\_\_\_\_

## SIGNATURE PAGE

By submitting a response to this solicitation, the undersigned certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of bid/proposal submission and time of award, the undersigned will notify the Jefferson County Purchasing Agent. Failure to do so may result in terminating a contract for default.

The undersigned affirms that they are duly authorized to execute the contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other bidder or to any other person(s) engaged in this type of business prior to the official opening of this bid. And further, that neither the bidder nor their employees nor agents have been for the past six (6) months directly nor indirectly concerned in any pool or agreement or combination to control the price of goods or services on, nor to influence any person to bid or not to bid thereon.

---

Firm (Entity Name)

---

Signature

---

Street & Mailing Address

---

Print Name

---

City, State & Zip

---

Date Signed

---

Telephone Number

---

Fax Number

---

E-mail Address

**CONTRACT RENEWAL FOR IFB 11-030/AW  
TERM CONTRACT FOR CORRECTIONAL FACILITY  
(JEFFERSON COUNTY) LAW ENFORCEMENT EQUIPMENT AND  
UNIFORMS**

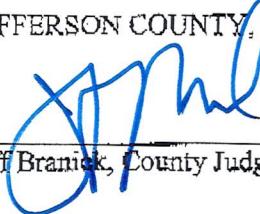
The County entered into a contract with Texas Code Blue for one (1) year, from September 12, 2012 to September 11, 2013, with an option to renew the contract for up to a five (5) year period.

Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for one (1) additional year from September 8, 2015 to September 7, 2016.

ATTEST:

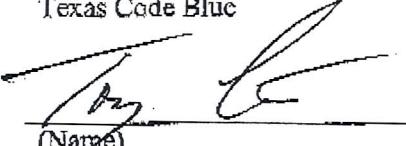
  
Carolyn L. Guidry, County Clerk

JEFFERSON COUNTY, TEXAS

  
Jeff Branick, County Judge



CONTRACTOR:  
Texas Code Blue

  
(Name)

**CONTRACT RENEWAL FOR IFB 11-030/AW  
TERM CONTRACT FOR CORRECTIONAL FACILITY  
(JEFFERSON COUNTY) LAW ENFORCEMENT EQUIPMENT AND  
UNIFORMS**

The County entered into a contract with Lone Star Uniforms Inc. for one (1) year, from September 12, 2012 to September 11, 2013, with an option to renew the contract for up to a five (5) year period.

Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for one (1) additional year from September 8, 2015 to September 7, 2016.

ATTEST:

JEFFERSON COUNTY, TEXAS

Carolyn L. Guidry, County Clerk



Jeff Branick, County Judge

CONTRACTOR:  
Lone Star Uniforms Inc.

(Name)

**CONTRACT RENEWAL FOR IFB 14-032/JW  
TERM CONTRACT FOR PAPER STOCK & ENVELOPES FOR  
JEFFERSON COUNTY**

The County entered into a contract with Olmsted Kirk Paper Co. for one (1) year, from September 8, 2014 to September 7, 2015, with an option to renew the contract for up to a five (5) year period.

Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for one (1) additional year from September 7, 2015 to September 6, 2016.

ATTEST:

  
\_\_\_\_\_  
Carolyn L. Guidry, County Clerk



JEFFERSON COUNTY, TEXAS

  
\_\_\_\_\_  
Jeff Branick, County Judge

CONTRACTOR:  
Olmsted Kirk Paper Co.

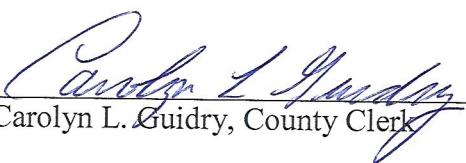
  
\_\_\_\_\_  
(Name)

**CONTRACT RENEWAL FOR IFB 14-032/JW  
TERM CONTRACT FOR PAPER STOCK & ENVELOPES FOR  
JEFFERSON COUNTY**

The County entered into a contract with Bosworth Papers, Inc. for one (1) year, from September 8, 2014 to September 7, 2015, with an option to renew the contract for up to a five (5) year period.

Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for one (1) additional year from September 7, 2015 to September 6, 2016.

ATTEST:

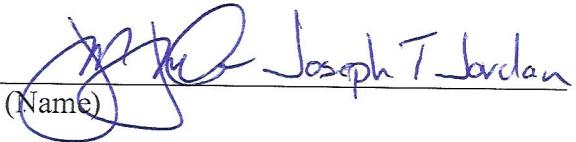
  
\_\_\_\_\_  
Carolyn L. Guidry, County Clerk



JEFFERSON COUNTY, TEXAS

  
\_\_\_\_\_  
Jeff Branick, County Judge

CONTRACTOR:  
Bosworth Papers, Inc.

  
\_\_\_\_\_  
(Name)



**Airport & Aviation Consultants**

July 20, 2015

Ms. Megan Landry  
 Jack Brooks Regional Airport  
 5000 Jerry Ware Drive, Suite 100  
 Beaumont, Texas 77705

Via Electronic Mail  
[mlandry@co.jefferson.tx.us](mailto:mlandry@co.jefferson.tx.us)

Re: Independent Fee Estimate

Dear Ms. Landry:

QED is pleased to submit this proposal to prepare the independent fee estimate for the reconstruction of Taxiway A as detailed in the scope of services prepared by your consultant, Garver Engineers.

Our independent fee estimate will be based on the scope of services as prepared by your consultant. We will prepare spreadsheets that identify the hours required by classification of personnel and an allowance for expenses as presented in the scope of services. Hourly rates that we typically apply when budgeting our projects will be used to develop the lump sum fees. Project expenses will also consider relevant travel expenses based on the location of the consultant and subconsultants. The spreadsheets and accompanying narrative, as applicable, will constitute the deliverables for our services and be provided electronically.

During the course of our analysis, it may be necessary to clarify or otherwise discuss the intent of a specific project activity. These discussions will be accommodated via telephone conferences; no travel to the Airport site or other locations is provided for in the preparation of the independent fee estimates. We anticipate providing our deliverables within 10 business days of your notice to proceed. In the event that additional discussions and/or revisions are required after submittal of our independent fee estimates, these will be performed pursuant to the terms of a new agreement. Our proposal for the independent fee estimate is a lump sum fee of \$6,880.

We will invoice for our services upon presentation of our deliverables and payment in full is due within 10 calendar days of receipt. If the above is acceptable, please have a duly authorized official sign below and return a copy of this letter agreement to us, or alternatively, please provide a purchase order in accordance with your standard contracting procedures. Should you require further information or materials, please let us know.

Ms. Megan Landry  
July 20, 2015  
Page 2

We appreciate this opportunity to continue to be of assistance to the Airport and look forward to your favorable reply.

Sincerely,



Ronald F. Price, P.E.  
Principal

RFP/pss  
Enclosure

Read and Accepted:  
Printed Name: Jeff R. Branick, Jefferson County Judge  
Date: August 17, 2015

ATTEST



DATE 8/17/15



QED



## Texas General Land Office Disaster Recovery

### Construction Contract Change Order Request Form

<b>Engineer:</b> Carroll & Blackman, Inc 3120 Fannin Street Beaumont, Texas 77701  Phone No.: 409-833-3363	<b>Owner (Contractor Locality):</b> Jefferson County 1149 Pearl Street Beaumont, Texas 77701  Phone No.: 409-835-8500	<b>Contractor:</b> MK Constructors 2485 N. Street Vidor, Texas 77662  Agreement Date: 11/12/13 Phone No.: 409-769-0089
<b>Date:</b> Project Code No.: P00939  Bid Package No.: 10402-1_BID4	<b>Contract For (Project Description):</b> Drainage District No. 7 Ditch Improvement, Main "B" Diversion	<b>GLO Contract No.:</b> DRS010219  Change Order No.: 5

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Scheduled, Etc.	Decrease in Contract Price	Increase in Contract Price
1	Quantity adjustment of Bid Item No. 6 – 6" Concrete Liner. This item increases the bid quantity by 370 SY of concrete liner at \$57.00 per SY.		\$21,090.00
2	Quantity adjustment of Change Order No. 1 – Item No. 1 – Structural Fill. This item decreases the quantity by 37.49 tons at \$53/ton.	\$1,986.97	
3	Installation of razor wire and fence extensions to the chain link fence around the gate structure.		\$2,400.00

4	Installation of two chain link fence overhangs by the gate structure catwalk at \$750.00 each.		\$1,500.00
5	Installation of a junction box to the installed electrical rack as per the new requirements of Entergy.		\$3,200.00

<u>Change in Contract Price</u>	<u>Change in Contract Time (Calendar Days)</u>
Original Contract Price: \$2,961,035.00	Original Contract Time: 200 working days
Previous Change Order(s): No. 1 to No. 4 \$170,376.00	Net Change From Previous Change Orders: 64 days
Contract Price Prior to this Change Order: \$3,131,411.00	Contract Time Prior to this Change Order: 264 working days
Net Increase/Decrease of this Change Order: \$26,203.03	Net Increase/Decrease of this Change Order: 2 days
Contract Price With all Approved Change Orders: \$3,157,614.03	Contract Time With all Change Orders: 266 working days
Cumulative Percent Change in Contract Price (+/-): +6.64%	Grantee Contract End Date: (mm/dd/yy) 12 / 31 /15
Construction Contract Start Date: (mm/dd/yy) 12 / 02 /13	Construction Contract End Date: (mm/dd/yy) 08 / 31 /15

Reimbursements of costs included in this change order are subject to review by the GLO-DR program.

\* This document may be executed prior to submission for GLO-DR program review, but all parties involved will be held responsible if the change order or the amendment warranted as a result of this change order is not in compliance with CDBG or HUD requirements.

still valid? (If no, specify):	X Yes <input type="checkbox"/> No

**NOTE:**

- \* Generally, a cumulative change in the contract price in excess of 25% cannot be reviewed (18% **decrease** for counties).



RECOMMENDED:  
By: *[Signature]*  
ENGINEER

Date: 8/12/15

APPROVED:  
By: *[Signature]*  
OWNER

Date: August 17, 2015

ACCEPTED:  
By: *Kenneth Stewart*  
CONTRACTOR

Date: 8/16/15

### JUSTIFICATION FOR CHANGE

1. Will this Change Order increase or decrease the number of beneficiaries?	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> X No Change
If there is a change, how many beneficiaries will be affected? Total _____ L/M _____			
2. Effect of this change on scope of work:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> X No Change
3. Effect on operation and maintenance costs:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> X No Change
4. Are all prices in the change order dependent upon unit prices found in the original bid?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No		
If "No", explain: Change order is to cover items not anticipated in the original bid and found in field once construction began.			
5. Has this change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> X No		
If "Yes", is an Environmental Re-assessment required?			
6. Is the Texas Commission on Environmental Quality (TCEQ) clearance still valid? (if applicable)	<input checked="" type="checkbox"/> X Yes <input type="checkbox"/> No		
7. Is the TCEQ permit approval still valid? (sewer projects only)	<input checked="" type="checkbox"/> X Yes <input type="checkbox"/> No		
8. Are the handicapped access requirements/approval still valid? (if applicable)	<input checked="" type="checkbox"/> X Yes <input type="checkbox"/> No		
9. Are other Disaster Recovery contractual special condition clearance			



## Texas General Land Office Disaster Recovery

### Construction Contract Change Order Request Form

Engineer:  Chica & Associates, Inc. 505 Orleans St., Suite 106 Beaumont, TX 77701  Phone No.: (409) 833-4343	Owner:  Jefferson County 1149 Pearl Street Beaumont, TX 77701  Phone No.: (409) 835-8584	Contractor:  N&T Construction Co., Inc. P.O. Box 269, Beaumont, TX 77704  Agreement Date: 8/18/14 Phone No.: (409) 813-8592
Date: 07 / 15 / 15  Project Code No.: P01100-14  Bid Package No.: 16101-1_BID	Contract For (Project Description):  For the construction of the Port Arthur Health Clinic.	GLO Contract No.:  10-5219-000-5299  Change Order No.: 07

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Scheduled, Etc.	Decrease in Contract Price	Increase in Contract Price
1	Addition of two Exit Lights		\$ 1,125.30



<u>Change in Contract Price</u>	<u>Change in Contract Time (Calendar Days)</u>
Original Contract Price: \$ 1,955,000.00	Original Contract Time: 300 days
Previous Change Order(s): No.1 to No.6 \$ 48,475.33	Net Change From Previous Change Orders: 42 days
Contract Price Prior to this Change Order: \$ 2,003,475.33	Contract Time Prior to this Change Order: 342 days
Net Increase/Decrease of this Change Order: \$ 1,125.30	Net Increase/Decrease of this Change Order: 0 days
Contract Price With all Approved Change Orders: \$ 2,004,600.63	Contract Time With all Change Orders: 342 days
Cumulative Percent Change in Contract Price (+/-): (+2.537116624040921%)	Grantee Contract End Date: (mm/dd/yy) 12 / 31 / 15
Construction Contract Start Date: (mm/dd/yy) 9 / 15 / 14	Construction Contract End Date: (mm/dd/yy) 8 / 24 / 15

Reimbursements of costs included in this change order are subject to review by the GLO-DR program.

\* This document may be executed prior to submission for GLO-DR program review, but all parties involved will be held responsible if the change order or the amendment warranted as a result of this change order is not in compliance with CDBG or HUD requirements.

RECOMMENDED:

By:

ENGINEER

Date: August 11, 2015

APPROVED:

By:

OWNER

Date: August 17, 2015

ACCEPTED:

By:

CONTRACTOR

Date: 8/14/15ATTEST  
DATE

## JUSTIFICATION FOR CHANGE

1. Will this Change Order increase or decrease the number of beneficiaries?	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> No Change
If there is a change, how many beneficiaries will be affected?	Total _____ L/M _____		
2. Effect of this change on scope of work:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> No Change
3. Effect on operation and maintenance costs:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> No Change
4. Are all prices in the change order dependent upon unit prices found in the original bid?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If "No", explain:			
5. Has this change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If "Yes", is an Environmental Re-assessment required?			
6. Is the Texas Commission on Environmental Quality (TCEQ) clearance still valid? (if applicable)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
7. Is the TCEQ permit approval still valid? (sewer projects only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
8. Are the handicapped access requirements/approval still valid? (if applicable)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
9. Are other Disaster Recovery contractual special condition clearance still valid?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
(If no, specify):			

### **NOTE:**

- \* Generally, a cumulative change in the contract price in excess of 25% cannot be reviewed (18% **decrease** for counties).



Change Proposal No.: Twenty Six (26)  
Project: Jefferson County Health Clinic  
Date: July 31, 2015

Description of Change: Add 2 ea. Exit Lights per Electrical Inspector Request



**D & H ELECTRICAL SERVICES, INC.**

635 Langham Rd. \* Beaumont, Texas 77707  
 Phone (409) 833-3040 \* Fax (409) 833-6690  
 Email: [dhelectric@gt.rr.com](mailto:dhelectric@gt.rr.com)  
 TECL# 17247

July 29, 2015

Attn: Charlie  
 N & T Construction, Inc.  
 P.O. Box 269  
 Beaumont, Texas 77704

Subject: CHANGE ORDER #8- ADDITIONAL EXIT LIGHTS REQUIRED BY CITY \*REVISED W/BREAKDOWN\*

Dear Mrs. Williams,

We propose to furnish all material, labor, and supervision necessary to satisfy the requirements of the above referenced inquiry for a base bid of Sever  
Hundred Thirteen  $\frac{49}{100}$  (713.90) broken down as follows:

BASE BID	
Material Cost Misc.	\$ 94.05
Exit Lt Cost	\$ 162.00
15% Overhead	\$ 38.41
10% Profit	\$ 29.45
Total Material	\$ 323.90
Labor	
12 HRS @ 65.00	\$ 390.00
Tax	\$ CERTIFICATE
Total	\$ 713.90

If Texas sales taxes are not applicable, a certificate of Texas sales tax exemption or resale certificate will be required upon acceptance of this proposal. We appreciate this opportunity to be of service and if you have any questions, please feel free to call.  
 (409) 833-3040

Respectfully Submitted,

Duwayne Herrmann Jr.

NOTES

- 1) FURNISH AND INSTALL (2) FOUR TYPE "X" EXIT LIGHTS
- 2) PER CITY REQUIREMENT
- 3) REVISED WITH COST BREAKDOWN

THIS PROPOSAL IS BASED ON THE PRICES OF COPPER, EMT, LABOR, AND OTHER ELECTRICAL MATERIALS QUOTED TO D & H ELECTRICAL SERVICES, INC. AS OF THE DATE OF THIS PROPOSAL. DUE TO RAPIDLY RISING COPPER, EMT, LABOR, AND OTHER ELECTRICAL MATERIALS PRICES, THIS PROPOSAL IS SUBJECT TO INCREASE IF ANY COPPER, EMT, LABOR, OR OTHER ELECTRICAL MATERIALS INCREASE PRIOR TO THE EXECUTION OF A WRITTEN AGREEMENT, BY THE AMOUNT OF INCREASES QUOTED BY OUR INTENDED SUPPLIERS AND/OR SUBCONTRACTORS. SUCH PRICE INCREASES SHALL BE DOCUMENTED THROUGH COMMERCIAL QUOTES, INVOICES, RECEIPTS OR OTHER SUCH DOCUMENTATION.



6050 WASHINGTON BLVD  
BEAUMONT TX 77707-4314  
Phone: 409-842-9500  
Fax: 409-842-9667

To: D&H ELECTRICAL SERVICES, INC.  
635 LANGHAM RD  
BEAUMONT TX 77707-3404  
Attn: Duwayne Hermann  
Phone: 409-833-3040  
Fax: 409-833-6690  
Email: joaniekh@gt.rr.com

Date: 07/23/2015  
Proj Name: JEFF CO TYPE X C/O  
GB Quote #: 223132426  
Valid From: 07/23/2015  
Valid To: 08/22/2015  
Contact: Donald Childs  
Email: donald.childs@graybar.com

### Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Item	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
100	4 EA	COOPER LTG	LPX7SD		\$130.16	1	\$520.64
Item/Type: X							
***Item Note: *** Factory Stocked Dallas							

Total in USD (Tax not included): \$520.64

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)

24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point prepaid and bill. Unless noted the estimated ship date will be determined at the time of order placement.

To: D&H ELECTRICAL SERVICES, INC.  
635 LANGHAM RD  
BEAUMONT TX 77707-3404  
Attn: Duwayne Hermann

Date: 07/23/2015  
Proj Name: JEFF CO TYPE X C/O  
GB Quote #: 223132426

## Proposal

We Appreciate Your Request and Take Pleasure in Responding As Follows

Item	Quantity	Supplier	Catalog Nbr	Description	Price	Unit	Ext.Price
<b>GRAYBAR ELECTRIC COMPANY, INC.</b> <b>TERMS AND CONDITIONS OF SALE</b>							
1. ACCEPTANCE OF ORDER; TERMINATION - Acceptance of any order is subject to credit approval and acceptance of order by Graybar Electric Company, Inc. ("Graybar") and, when applicable, Graybar's suppliers. If credit of the buyer of the goods ("Buyer") becomes unsatisfactory to Graybar, Graybar reserves the right to terminate upon notice to Buyer and without liability to Graybar.							
2. PRICES AND SHIPMENTS - Unless otherwise quoted, prices shall be those in effect at time of shipment, which shall be made F.O.B. shipping point, prepaid and bill.							
3. RETURN OF GOODS - Credit may be allowed for goods returned with prior approval. A deduction may be made from credits issued to cover cost of handling.							
4. TAXES - Prices shown do not include sales or other taxes imposed on the sale of goods. Taxes now or hereafter imposed upon sales or shipments will be added to the purchase price. Buyer agrees to reimburse Graybar for any such tax or provide Graybar with acceptable tax exemption certificate.							
5. DELAY IN DELIVERY - Graybar is not to be accountable for delays in delivery occasioned by acts of God, failure of its suppliers to ship or deliver on time, or other circumstances beyond Graybar's reasonable control. Factory shipment or delivery dates are the best estimates of our suppliers, and in no case shall Graybar be liable for any consequential or special damages arising from any delay in shipment or delivery.							
6. LIMITED WARRANTIES - Graybar warrants that all goods sold are free of any security interests and will make available to Buyer all transferable warranties (including without limitation warranties SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, MERCHANTABILITY AND FITNESS FOR PURPOSE, EXCEPT THAT THE WARRANTY OF MERCHANTABILITY AND FITNESS FOR PURPOSE, IN CONNECTION WITH (1) ANY SAFETY APPLICATION OR THE CONTAINMENT AREA OF A NUCLEAR FACILITY OR (2) IN A MEDICAL APPLICATION WHERE THE GOODS HAVE POTENTIAL FOR DIRECT PATIENT CONTACT OR WHERE A SIX (6) FOOT CLEARANCE FROM A PATIENT CANNOT BE MAINTAINED AT ALL TIMES).							
7. LIMITATION OF LIABILITY - Buyer's remedies under this agreement are subject to any limitations contained in manufacturer's terms and conditions to Graybar, a copy of which will be furnished upon written request. Furthermore, Graybar's liability shall be limited to either repair or replacement of the goods or refund of the purchase price, all at Graybar's option, and IN NO CASE SHALL GRAYBAR BE LIABLE FOR INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES. In addition, claims for shortages, other than lost in transit, must be made in writing not more than five (5) days after receipt of shipment.							
8. WAIVER - The failure of Graybar to insist upon the performance of any of the terms or conditions of this agreement or to exercise any right hereunder shall not be deemed to be a waiver of such terms, conditions, or rights in the future, nor shall it be deemed to be a waiver of any other term, condition, or right under this agreement.							
9. MODIFICATION OF TERMS AND CONDITIONS - These terms and conditions supersede all other communications, negotiations, and prior oral or written statements regarding the subject matter of its behalf by a duly authorized representative of Graybar. Any change, modification, revision, usage of trade, course of dealing or performance, understanding or agreement, purporting to modify, vary, explain, or deem a material alteration hereof. If this document shall be deemed an acceptance of a prior offer by Buyer, such acceptance is expressly conditional upon Buyer's assent to any additional or different terms set forth herein.							
10. REELS - When Graybar ships returnable reels, a reel deposit may be included in the invoice. The Buyer should contact the nearest Graybar service location to return reels.							
11. CERTIFICATION - Graybar hereby certifies that these goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, in 1973, as amended, the Vietnam Veterans Readjustment Assistance Act of 1974, as amended, E.O. 13396, 25 CFR Part 471, Appendix A to Subpart A, and the corresponding regulations, to the extent required by law. 41 CFR 60-1.4, 60-741.5, and 60-250.5 are incorporated by reference, to the extent legally required.							
12. FOREIGN CORRUPT PRACTICES ACT - Buyer shall comply with applicable laws and regulations relating to anti-corruption, including, without limitation, (i) the United States Foreign Corrupt Practices Act (FCPA) (15 U.S.C. §§78dd-1, et seq.) irrespective of the place of performance, and (ii) laws and regulations implementing the Organization for Economic Cooperation and Development's Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the U.N. Convention Against Corruption, and the Inter-American Convention Against Corruption in Buyer's country or any country where performance of this agreement or delivery of goods will occur.							
13. ASSIGNMENT - Buyer shall not assign its rights or delegate its duties hereunder or any interest herein without the prior written consent of Graybar, and any such assignment, without such consent, shall be void.							
14. GENERAL PROVISIONS - All typographical or clerical errors made by Graybar in any quotation, acknowledgment or publication are subject to correction. This agreement shall be governed by the laws of the State of Missouri, applicable to contracts to be formed and fully performed within the State of Missouri, without giving effect to the choice or conflict of law provisions thereof. All suits arising from or concerning this agreement shall be filed in the Circuit Court of St. Louis County, Missouri, or the United States District Court for the Eastern District of Missouri, and no other place than Missouri, otherwise determined in Graybar's sole discretion. Buyer hereby irrevocably consents to the jurisdiction of such court or courts and agrees to appear in any such action upon written notice thereof.							
15. PAYMENT TERMS - Payment terms shall be as stated on Graybar's invoice or as otherwise mutually agreed. As a condition of the sales agreement, a monthly service charge of the lesser of 1-1/2% or the maximum permitted by law may be added to all accounts not paid by net due date. Visa, MasterCard, American Express, and Discover credit cards are accepted at point of purchase only.							
16. EXPORTING - Buyer acknowledges that this order and the performance thereon are subject to compliance with any and all applicable United States laws, regulations, or orders. Buyer agrees to comply with all such laws, regulations, and orders, including, if applicable, all requirements of the International Traffic in Arms Regulations and/or the Export Administration Act, as may be amended. Buyer further agrees that if the export laws are applicable, it will not disclose or re-export any technical data received under this order to any countries for which the United States government requires an export license or other supporting documentation at the time of export or transfer, unless Buyer has obtained prior written authorization from the United States Office of Export Control or other authority responsible for such matters.							

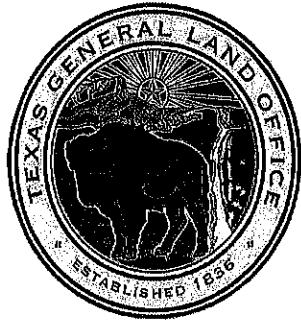
Signed: \_\_\_\_\_

This equipment and associated installation charges may be financed for a low monthly payment through Graybar Financial Services (subject to credit approval). For more information call 1-800-241-7408 to speak with a leasing specialist.

To learn more about Graybar, visit our website at [www.graybar.com](http://www.graybar.com)

24-Hour Emergency Phone#: 1-800-GRAYBAR

Subject to the standard terms and conditions set forth in this document. Unless otherwise noted, freight terms are F.O.B. shipping point, prepaid and bill. Unless noted, the estimated ship date will be determined at the time of order placement.



# **Texas General Land Office**

## **Disaster Recovery**

# Construction Contract Change Order Request Form

Engineer:  Chica & Associates, Inc. 505 Orleans St., Suite 106 Beaumont, TX 77701  Phone No.: (409) 833-4343	Owner:  Jefferson County 1149 Pearl Street Beaumont, TX 77701  Phone No.: (409) 835-8584	Contractor:  N&T Construction Co., Inc. P.O. Box 269, Beaumont, TX 77704  Agreement Date: 8/18/14 Phone No.: (409) 813-8592	
Date: 07 / 15 / 15  Project Code No.: P01100-14  Bid Package No.: 16101-1_BID	Contract For (Project Description):  For the construction of the Port Arthur Health Clinic.	GLO Contract No.:  10-5219-000-5299  Change Order No.: 08	
You are hereby requested to comply with the following changes from the contract plans and specifications:			
Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Scheduled, Etc.	Decrease in Contract Price	Increase in Contract Price
1	Addition 30 Extra working Days		\$ 0.00



<u>Change in Contract Price</u>	<u>Change in Contract Time (Calendar Days)</u>
Original Contract Price: \$ 1,955,000.00	Original Contract Time: 300 days
Previous Change Order(s): No.1 to No.7 \$ 49,600.63	Net Change From Previous Change Orders: 42 days
Contract Price Prior to this Change Order: \$ 2,004,600.63	Contract Time Prior to this Change Order: 342 days
Net Increase/Decrease of this Change Order: \$ 0.00	Net Increase/Decrease of this Change Order: 30 days
Contract Price With all Approved Change Orders: \$ 2,004,600.63	Contract Time With all Change Orders: 372 days
Cumulative Percent Change in Contract Price (+/-): (+2.537116624040921%)	Grantee Contract End Date: (mm/dd/yy) 12 / 31 / 15
Construction Contract Start Date: (mm/dd/yy) 9 / 15 / 14	Construction Contract End Date: (mm/dd/yy) 9 / 23 / 15

Reimbursements of costs included in this change order are subject to review by the GLO-DR program.

\* This document may be executed prior to submission for GLO-DR program review, but all parties involved will be held responsible if the change order or the amendment warranted as a result of this change order is not in compliance with CDBG or HUD requirements.

RECOMMENDED:

By:

ENGINEER

Date: August 11, 2015

APPROVED:

By:

OWNER

Date: August 17, 2015

ACCEPTED:

By:

CONTRACTOR

Date: 8 / 14 / 15



## **JUSTIFICATION FOR CHANGE**

1. Will this Change Order increase or decrease the number of beneficiaries?	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> No Change
If there is a change, how many beneficiaries will be affected? Total _____ L/M _____			
2. Effect of this change on scope of work:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> No Change
3. Effect on operation and maintenance costs:	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input checked="" type="checkbox"/> No Change
4. Are all prices in the change order dependent upon unit prices found in the original bid?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If "No", explain:			
5. Has this change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If "Yes", is an Environmental Re-assessment required?			
6. Is the Texas Commission on Environmental Quality (TCEQ) clearance still valid? (if applicable)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
7. Is the TCEQ permit approval still valid? (sewer projects only)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
8. Are the handicapped access requirements/approval still valid? (if applicable)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
9. Are other Disaster Recovery contractual special condition clearance still valid? (If no, specify):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

### **NOTE:**

- \* Generally, a cumulative change in the contract price in excess of 25% cannot be reviewed (18% **decrease** for counties).

# N & T CONSTRUCTION

August 13, 2015

Sam Fountain  
Chica & Associates  
505 Orleans St.  
Suite 106  
Beaumont, Texas 77701

Re: Jefferson County Health Clinic  
Port Arthur, Texas

Dear Sam:

Per Entergy requirements we submitted a change order on June 3, 2015 to add an Entergy disconnect at the service entrance to the building. This change order was approved on June 22, 2015 and the work was completed and inspected by the City on July 6, 2015 (see attached inspection tag) and ready for Entergy to set their pole and transformer and bring service to the building. The installation by Entergy of the pole and transformer occurred on July 30, 2015. The 19 days before approval of the Change Order and the 24 days it took for Entergy once the Change Order was complete all had a direct negative impact on our schedule.

If we could have proceeded with the installation of the service entrance per the original contract drawings we feel confident that we could have had power to the building by July 1, 2015, therefore we are requesting 30 additional days to our schedule due to the delays in getting approval to perform the Change Order and the delays for Entergy to set their pole and transformers and bring power to the building.

The areas affected by these delays are the finishes which are dependent on having conditioned air in the building.

At your convenience please incorporate these delay days to our contract time in the next change order.

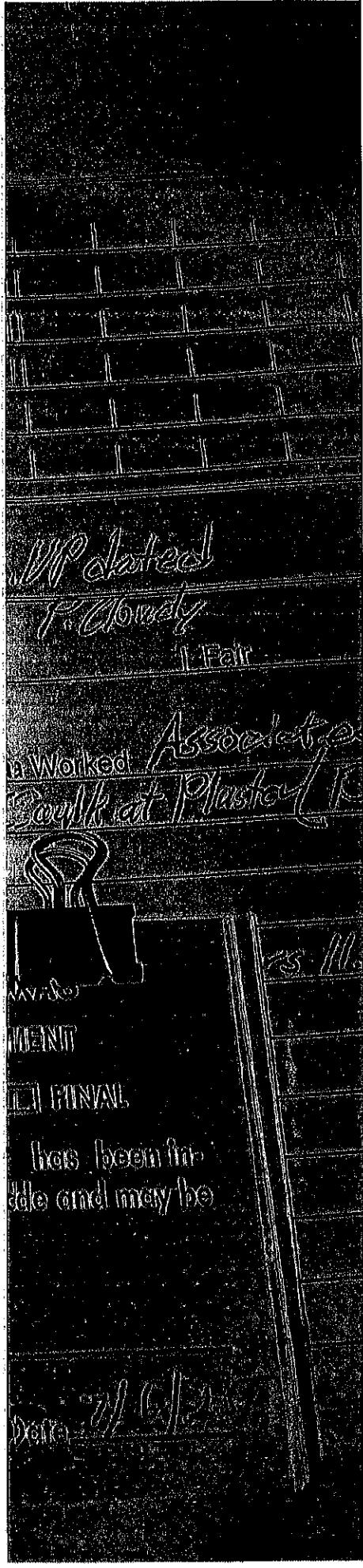
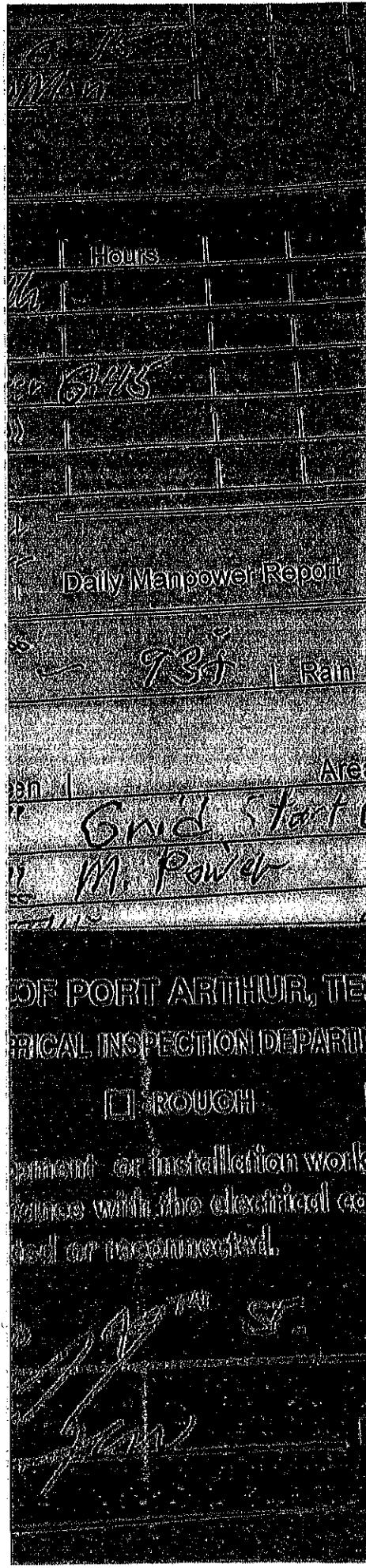
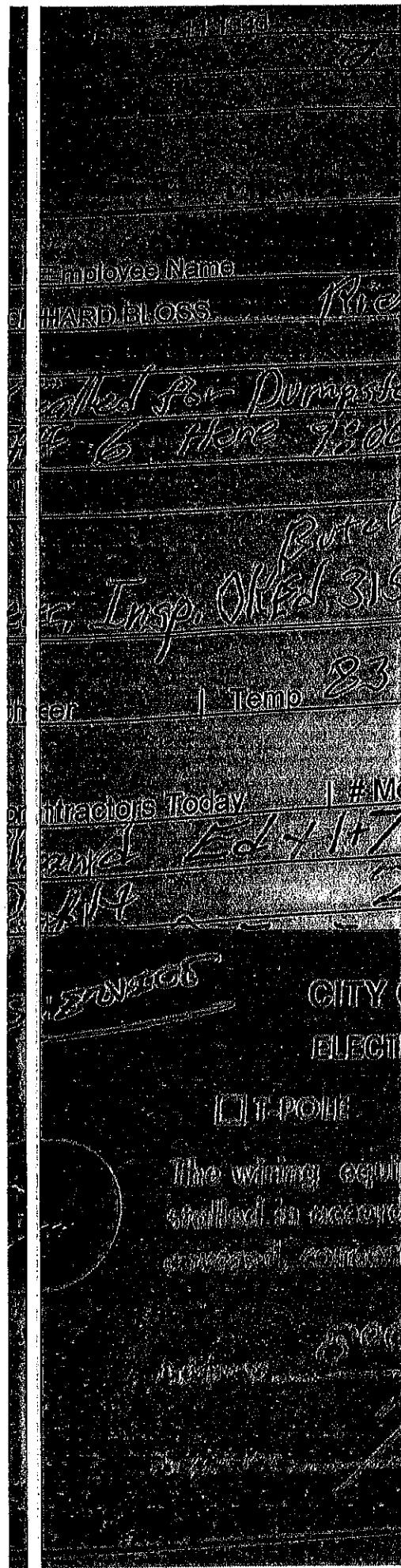
In the spirit of cooperation there will be no cost associated with these delays and extended General Conditions.

Thank you,



Charlie Jabbia  
Project Manager

Attachments:  
Electrical Inspection  
D&H Electric E-Mall



**Charlie Jabbia**

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**From:** Duwayne Herrmann <dhelectric@gt.rr.com>  
**Sent:** Monday, June 01, 2015 11:36 AM  
**To:** 'Charlie Jabbia'  
**Subject:** FW: Jefferson County Health  
**Attachments:** ENTERGY-277\_480\_Volt\_Service\_underground.pdf

See attached

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**From:** Duwayne Herrmann [mailto:[dhelectric@gt.rr.com](mailto:dhelectric@gt.rr.com)]  
**Sent:** Monday, June 01, 2015 11:24 AM  
**To:** 'Charlie Jabbia'  
**Subject:** Jefferson County Health

Charlie,

We had a visit from our Electrical inspector this morning at Jefferson County Health to look over the service and make sure everything was to his liking.

He informed us that the new Entergy Standards require us to have a non fused disconnect in front of the meter and a fused disconnect behind the meter.

We may need to have the Architect speak with Entergy to get us a variance on this or I will work up the change order.

Thanks,

Duwayne

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**MEMORANDUM**

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**TO:** COMMISSIONERS COURT  
**FROM:** FRAN LEE  
**SUBJECT:** BUDGET TRANSFER  
**DATE:** AUGUST 12, 2015

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The following budget amendment is necessary for Constable Pct. 8 for additional cost for employee health insurance. Please call if you have any questions.

120-3072-425-2003	Employee Insurance	\$5,023
120-9999-415-9999	Contingency	\$5,023

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**MEMORANDUM**

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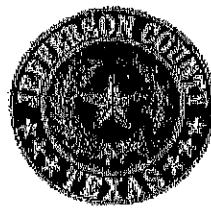
**TO:** COMMISSIONERS COURT  
**FROM:** FRAN LEE  
**SUBJECT:** BUDGET TRANSFER  
**DATE:** AUGUST 12, 2015

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The following budget amendment is necessary for General Services for additional cost for cash match to City of Port Arthur as per Interlocal Agreement for the 2014 Port Security Grants approved by Commissioners Court on October 27, 2014. Please call if you have any questions.

120-1024-419-5077	Contractual Services	\$54,858
120-9999-415-9999	Contingency	\$54,858

**AGENDA ITEM****October 27, 2014**

Consider and possibly approve, Interlocal agreement between Jefferson County and the Cities of Port Neches, Nederland, Groves, Port Arthur, Beaumont, Hardin County, and the City of Orange for a 25% cash match on projects submitted to the 2014 Port Security Grant related to the Regional Radio System. *Match \$54,868.08*

## INTERLOCAL AGREEMENT

WHEREAS, the Cities of Port Neches, Nederland, Groves, Port Arthur, Beaumont, Jefferson County, Hardin County, and the City of Orange herein called "Stakeholders", made applications with the Port Security Grant Program 2014 with three (3) separate grant applications to the Department of Homeland Security (DHS) in an amount totaling \$3,094,458 (Federal \$2,320,844; Match \$773,614) to improve "Interoperability" on the South East Texas Regional Radio System (SETRRS) shown in Exhibit A; and,

WHEREAS, certain Stakeholders are participating in sharing costs on each of the three (3) separate grant applications depending on where they are located or how they are using the SETRRS; and,

WHEREAS, the three (3) applications include: **Application #1** by the City of Port Neches includes Project #1 on Exhibit A in the amount of \$900,458 (Federal \$675,343; Match \$225,114) for 20 GTR8000 P25 repeaters - match cost shared between Port Neches, Nederland, and Groves; **Application #2** by the City of Port Arthur includes Projects #2 & #3 on Exhibit A in the amount of \$1,509,000 (Federal \$1,131,750; Match \$377,250) for towers in Port Arthur and Hardin County - match cost shared between all Stakeholders except for the City of Orange; **Application #3** by the City of Beaumont includes Project #4 on Exhibit A in the amount of \$685,000 (Federal \$513,750; Match \$171,250) for annual Motorola maintenance costs in FY 15-16 - Match cost shared with all Stakeholders; and,

WHEREAS, On **Application #1** - the Cities of Port Neches, Nederland, and Groves herein called "Cities", with the City of Port Neches as the applicant, submitted and were awarded a Port Security Grant in 2014 from the Department of Homeland Security (DHS) in the amount of \$900,458 for 20 GTR8000 P25 repeaters to improve "Interoperability" on the South East Texas Regional Radio System (SETRRS); and,

WHEREAS, as Stakeholders on the SETRRS, the Cities are participating in the completion of replacement of analog repeaters with P25 repeaters on the four (4) Jefferson County towers for which the other Jefferson County Stakeholders (Jefferson

County, Beaumont, and Port Arthur) have already replaced their portion of the repeaters on the Jefferson County towers of the SETRRS; and,

WHEREAS, 20 GTR8000 P25 repeaters will be located in Jefferson County at four (4) tower locations as follows: 1) 5 each go to the tower on Pine and Marina Street in Beaumont, Texas; 2) 5 each go to the tower on 337 Pine Street, Port Neches, Texas; 3) 5 each go to the tower on Meeker Road and Highway 90, Beaumont, Texas; and 4) 5 each go to the tower on Highway 73, 9.3 miles east of Winnie, Texas; and,

WHEREAS, it is necessary for the Cities to establish a structure as to how the 25% match costs are distributed by per capita as per Interlocal Agreement dated the 8<sup>th</sup> day of June A.D., 1993 between the Cities: Project #1: Port Neches - \$65,485.81, Nederland - \$83,877.66, and Groves - \$75,751.03 for the SETRRS, which are illustrated on Exhibit A and are split between FY 14-15 and FY 15-16; and

WHEREAS, On Application #2 - the Cities of Port Neches, Nederland, Groves, Port Arthur, Beaumont, Jefferson County, and Hardin County herein called "Entities", with the City of Port Arthur as the applicant, submitted and were awarded a Port Security Grant in 2014 from the Department of Homeland Security (DHS) in the amount of \$1,509,000 for Project #2 - one tower & repeaters at the Port Arthur Water Plant and Project #3 - repeater equipment for one leased tower in Sour Lake, Hardin County to improve "Interoperability" on the South East Texas Regional Radio System (SETRRS); and,

WHEREAS, it is necessary for the Entities to establish a structure as to how the 25% match costs are distributed between the Entities: Project #2: Port Neches - \$15,606.18, Nederland - \$18,254.50, Groves - \$11,160.78, Port Arthur - \$48,142.70, Beaumont - \$125,227.76, Jefferson County - \$54,858.08, and Project #3: Hardin County - \$104,000, which are illustrated on Exhibit A; and,

WHEREAS, On Application #3 - all Stakeholders with the City of Beaumont as the applicant, submitted and were awarded a Port Security Grant in 2014 from the Department of Homeland Security (DHS) in the amount of \$685,000 for Annual Motorola maintenance costs to reduce recurring costs and improve "Interoperability" on the South East Texas Regional Radio System (SETRRS); and,

WHEREAS, it is necessary for the Stakeholders to establish a structure as to how the 25% match costs are distributed between the Stakeholders: Project #4: Port Neches - \$7,162.55, Nederland - \$8,378.01, Groves - \$5,122.31, Port Arthur - \$22,095.37, Beaumont - \$57,474.02, Jefferson County - \$25,177.44, Hardin County - \$12,284.85, and Orange - \$33,555.45 which are illustrated on Exhibit A; and,

WHEREAS, each Stakeholder, under authority of the Interlocal Cooperation Act, §§791.001 *et seq.*, Texas Government Code, has determined that it is in their best interests to enter into this Interlocal Agreement.

NOW, THEREFORE, THE STAKEHOLDERS AGREE AS FOLLOWS:

1. To pay the 25% Match Costs on the respective Projects as shown in Exhibit A.

#### **BILLING FROM PORT NECHES**

##### Application #1 - 20 GTR8000 P25 repeaters:

1. The 25% match amount for purchasing 20 GTR8000 P25 repeaters will be paid by each member of the Cities with the calculation based on per capita population as per Interlocal Agreement dated the 8<sup>th</sup> day of June A.D., 1993 between the Cities for services provided at Central Dispatch located in Nederland (see Project #1 on Exhibit A). The total portion for each city is as follows: Port Neches - \$65,485.81, Nederland - \$83,877.66, and Groves - \$75,751.03.

2. The Entities shall remit payment to the City of Port Neches within 30 calendar days of date of such invoice.

#### **BILLING FROM PORT ARTHUR**

##### Application #2 - Towers in Port Arthur & Hardin County:

1. The 25% match amount for purchasing a Tower and equipment to be located at the Port Arthur Water plant in Jefferson County; and, the 25% match amount for purchasing Tower equipment for a leased tower in Sour Lake, Hardin County, will be paid by each member of the entities with the calculation based on the number of subscriber units on the SETRRS within their respective Counties as per Amended Interlocal Agreement, South East Texas Regional Radio System dated the 27th day of March A.D., 2012 between the Stakeholders for services on the SETRRS (see Project #2 and Project #3 on Exhibit A).

2. Exhibit A - Project #2: The total match portion for each entity in Jefferson County is as follows: Port Neches - \$15,606.18, Nederland - \$18,254.50, Groves - \$11,160.78, Port Arthur - \$48,142.70, Beaumont - \$125,227.76, and Jefferson County - \$54,858.08 (see Exhibit A). The City of Port Arthur shall invoice the Cities of Port Neches, Nederland, Groves, Beaumont, and Jefferson County upon completion of the Jefferson County Tower.

3. Exhibit A - Project #3: The total match portion for Hardin County is \$104,000.00 (see Exhibit A). The City of Port Arthur shall invoice Hardin County upon completion of the installation of equipment at the leased tower in Sour Lake, Hardin County.

4. The Entities shall remit payment to the City of Port Arthur within 30 calendar days of date of such invoice.

#### **BILLING FROM JEFFERSON COUNTY**

##### Application #3 – Motorola Maintenance in FY from October 2015-September 2016:

1. Motorola Maintenance fees for the Stakeholders will be invoiced from Jefferson County as shown in Project #4 (see Exhibit A) as per Amended Interlocal Agreement, South East Texas Regional Radio System, dated the 27th day of March A.D., 2012 between the Stakeholders for services on the SETRRS in May 2016.

2. Project #4: (see Exhibit A) The City of Beaumont will draw down the Federal funds from the Port Security Grant Program, 2014 and pay the Federal

Allocation of \$513,750 for Motorola maintenance in May of 2016. The 25% grant match amount of \$171,250 of the remaining Motorola maintenance fees in FY from October 2015-September 2016 is divided among Stakeholders as follows: Port Neches - \$7,162.55, Nederland - \$8,378.01, Groves - \$5,122.31, Port Arthur - \$22,095.37, Beaumont - \$57,474.02, Jefferson County - \$25,177.44, Hardin County - \$12,284.85, and Orange - \$33,555.45. (see Exhibit A).

3. The Stakeholder entities shall remit payment, with the exception of the City of Beaumont, to Jefferson County as per the calculation based on the number of subscriber units on the SETRRS within their respective Counties as per Amended Interlocal Agreement, South East Texas Regional Radio System dated the 27th day of March A.D., 2012 between the Stakeholders for services on the SETRRS within 30 calendar days of date of such invoice and reflect the 25% grant match amount for Motorola maintenance for FY from October 2015-September 2016.

4. Jefferson County shall remit Stakeholder entity matching funds to the City of Beaumont within 30 calendar days of date of such invoice.

City of Port Neches

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Mayor

ATTEST:

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City Secretary

APPROVED FOR FORM:

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City Attorney

APPROVED FOR ADMINISTRATION

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City Manager

City of Nederland

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Mayor

ATTEST:

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City Secretary

APPROVED FOR FORM:

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City Attorney

APPROVED FOR ADMINISTRATION:

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City Manager

City of Groves

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Mayor

ATTEST:

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City Secretary

APPROVED FOR FORM:

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City Attorney

APPROVED FOR ADMINISTRATION

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City Manager

City of Port Arthur

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Mayor

ATTEST:

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City Secretary

APPROVED FOR FORM:

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City Attorney

APPROVED FOR ADMINISTRATION

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City Manager

City of Beaumont

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Mayor

ATTEST:

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City Secretary

APPROVED FOR FORM:

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City Attorney

APPROVED FOR ADMINISTRATION

---

City Manager

Jefferson County

---

County Judge

APPROVED FOR FORM:

---

County Attorney

Hardin County

---

County Judge

APPROVED FOR FORM:

---

County Attorney

City of Orange

---

Mayor

ATTEST:

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City Secretary

APPROVED FOR FORM:

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City Attorney

APPROVED FOR ADMINISTRATION

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City Manager

## JEFFERSON COUNTY

**EXHIBIT A**

#### PORT SECURITY GRANT 2014 PROJECT COSTS & SAVINGS

Percent	Population	Project Amount \$800,468.00	Federal 75%	Match 25%
0.3726	17,649	336,610.66	\$251,630.99	\$83,877.66
0.2939	13,040	261,943.23	\$196,457.42	\$65,485.81
0.3005	18,144	303,004.12	\$227,253.09	\$76,751.03
1	46,734.00	\$800,468.00	\$675,343.60	\$225,114.50

Project Amount	Federal	Match
%age	Subscribers	
\$416,000.00	76%	26%
100	238	
Hardin County		
416,000.00	312,000.00	104,000.00

BUILDING APPLICATIONS FOR PROJECTS APPROVED IN 2016 (Maine Department of Motor Vehicles, 5/10/2017)					
2016 MATCH RESPONSIBILITY BY SUBSIDIES FOR NO-SHOW NUGGETS AND FOR REVISED BUILDING APPLICATIONS					
Project	Amount	Subsidy	Match	Source	Comments
Jefferson Co	0.147021546	580	100,709.76	75,532.32	25,177.44
Boscawen	0.085514702	1324	229,896.07	172,422.05	57,474.02
Port Arthur	0.128024081	609	88,381.50	68,288.12	22,095.37
Nederland	0.048922687	193	93,512.04	25,134.03	9,378.01
Port Naches	0.0419262995	165	28,650.19	21,407.94	7,162.65
Groves	0.02991123	118	20,499.23	15,360.92	5,122.31
Hardin Co	0.071736375	283	49,139.42	36,864.86	12,284.85
Orange	0.195944233	773	(34,221.80)	100,666.35	33,566.45
	1	3,945	\$685,000.00	\$613,760.00	\$171,260.00

**GRANT PROJECT TOTAL**

30074980

**Jefferson County Motorola Mail Cost** **71,404.95**  
**SAVINGS IN FY 15-16 TOTAL** **71,404.95**

Jefferson County Match	
Project #1	
Project #2	64,868.00
Project #3	
Project #4	26,177.44
25% Match Amount	\$90,035.64



# MEMO

To: Ms. Fran Lee, Auditing

From: Commissioner Everette Alfred, Precinct #1

Date: August 13, 2015

RE: Transfer Funds

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Please transfer **\$32,000** from account # 114-0402-431.10-28 (Laborers) into account # 114-0405-431.40-18 (Road Machinery) for additional cost of the following equipment repairs:

- Repairs to D-2 Motor Grader costing \$20,000
- Repairs to F-8 Packer costing \$2,700.

Please also transfer **\$3,000** from account # 114-0402-431.10-28 (Laborers) into account # 114-0406-431.30-15 (Cement, Concrete, Etc) for additional cost of materials to resolve drainage issues on Frint Road.

Thank you.

EA/nr

NAME

AMOUNT

CHECK NO.

TOTAL

60

## JURY FUND

TRI-CITY COFFEE SERVICE

318.65

410771

318.65\*\*

ROAD &amp; BRIDGE PCT.#1

HILO / O'REILLY AUTO PARTS  
 ENTERGY  
 MUNRO'S  
 SOUTHEAST TEXAS WATER  
 STAR GRAPHICS SHARP  
 UNITED STATES POSTAL SERVICE  
 PAUL TRUAX  
 MARTIN PRODUCT SALES LLC  
 GOLDEN TRIANGLE GLASS CO

19.89  
 932.55  
 33.00  
 28.00  
 30.12  
 .42  
 22.48  
 7,028.99  
 682.79

410677  
 410715  
 410736  
 410756  
 410760  
 410796  
 410831  
 410834  
 410860

8,778.24\*\*

ROAD &amp; BRIDGE PCT.#2

APAC, INC. - TROTTI & THOMSON  
 CITY OF NEDERLAND  
 ENTERGY  
 MUNRO'S  
 OIL CITY TRACTORS, INC.  
 FRED PRYOR SEMINARS & CAREER TRACK  
 AT&T  
 STAR GRAPHICS SHARP  
 MARTIN PRODUCT SALES LLC

15,504.68  
 132.09  
 824.69  
 18.45  
 95.98  
 298.00  
 92.49  
 42.71  
 611.84

410682  
 410696  
 410715  
 410736  
 410739  
 410746  
 410757  
 410760  
 410834

17,620.93\*\*

ROAD &amp; BRIDGE PCT. # 3

CITY OF PORT ARTHUR - WATER DEPT.  
 BEAUMONT ENTERPRISE  
 STAR GRAPHICS SHARP  
 TIME WARNER COMMUNICATIONS  
 TEXAS GAS SERVICE  
 WINDSTREAM

29.76  
 138.32  
 63.56  
 85.46  
 152.34  
 47.47

410693  
 410706  
 410760  
 410762  
 410811  
 410832

516.91\*\*

ROAD &amp; BRIDGE PCT.#4

A&A EQUIPMENT  
 ABLE FASTENER, INC.  
 CARQUEST AUTO PARTS # 96  
 COASTAL WELDING SUPPLY  
 M&D SUPPLY  
 MUNRO'S  
 SMART'S TRUCK & TRAILER, INC.  
 SOILEAU PRINTING, INC.  
 AT&T  
 SHI GOVERNMENT SOLUTIONS, INC.  
 MARTIN PRODUCT SALES LLC  
 ON TIME TIRE  
 PETROLEUM MATERIALS LLC  
 MARTIN MARIEETA MATERIALS

219.45  
 106.83  
 38.24  
 46.50  
 142.92  
 69.85  
 183.30  
 50.00  
 75.90  
 328.20  
 4,973.59  
 69.00  
 73.75  
 160.44

410673  
 410676  
 410691  
 410699  
 410732  
 410736  
 410754  
 410755  
 410757  
 410801  
 410834  
 410875  
 410895  
 410905

6,537.97\*\*

ENGINEERING FUND

STAR GRAPHICS SHARP  
 VERIZON WIRELESS  
 UNITED STATES POSTAL SERVICE

43.25  
 249.40  
 2.74

410760  
 410792  
 410796

295.39\*\*

PARKS &amp; RECREATION

ENTERGY  
 JIFFY TROPHIES

1,795.49  
 14.00

410715  
 410728

1,809.49\*\*

GENERAL FUND

TAX OFFICE

STAR GRAPHICS SHARP  
 UNITED STATES POSTAL SERVICE  
 UNITED STATES POSTAL SERVICE

208.10  
 743.56  
 6.35

410760  
 410796  
 410797

958.01\*

COUNTY HUMAN RESOURCES

NAME	AMOUNT	CHECK NO.	TOTAL
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE	43.25 13.46	410760 410796	56.71*
AUDITOR'S OFFICE			
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE	60.94 4.99	410760 410796	65.93*
COUNTY CLERK			
OFFICE DEPOT UNITED STATES POSTAL SERVICE UNITED STATES POSTAL SERVICE	103.96 413.88 47.31	410738 410796 410797	565.15*
COUNTY JUDGE			
JAN GIROUARD & ASSOCIATES JEFFERSON CTY. BAR ASSOCIATION CASH ADVANCE ACCOUNT STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE	200.00 250.00 564.94 43.25 2.15	410711 410723 410727 410760 410796	1,060.34*
RISK MANAGEMENT			
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE	31.78 7.07	410760 410796	38.85*
COUNTY TREASURER			
FRED PRYOR SEMINARS & CAREER TRACK STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE LEXISNEXIS- ACCURINT	128.00 43.25 162.73 120.00	410747 410760 410796 410859	453.98*
PRINTING DEPARTMENT			
OFFICE DEPOT OLMSTED-KIRK PAPER STAR GRAPHICS SHARP	219.99 1,012.98 314.11	410738 410740 410760	1,547.08*
PURCHASING DEPARTMENT			
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE	43.25 10.35	410760 410796	53.60*
GENERAL SERVICES			
B&L MAIL PRESORT SERVICE CASH ADVANCE ACCOUNT DAVID J. KNIGHT TIME WARNER COMMUNICATIONS TEXAS WILDLIFE DAMAGE MGMT FUND INTERFACE EAP VERIZON WIRELESS TOWER COMMUNICATIONS, INC. MCGRIFF, SEIBELS & WILLIAMS OF TX LEXISNEXIS- ACCURINT	1,484.37 150.00 42.14 191.75 5,400.00 1,704.45 303.92 2,435.00 1,292.49 251.00	410684 410727 410730 410763 410765 410780 410792 410794 410810 410859	13,255.12*
DATA PROCESSING			
OFFICE DEPOT STAR GRAPHICS SHARP CDW COMPUTER CENTERS, INC. SHI GOVERNMENT SOLUTIONS, INC. TIGER DIRECT.COM PCM-G LEXISNEXIS- ACCURINT	58.85 60.94 87.51 656.40 279.21 4,000.00 240.00	410738 410760 410782 410801 410852 410853 410859	5,382.91*
VOTERS REGISTRATION DEPT			
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE	30.12 113.33	410760 410796	143.45*
ELECTIONS DEPARTMENT			

NAME	AMOUNT	CHECK NO.	TOTAL
M&D SUPPLY	.44	410732	
STAR GRAPHICS SHARP	30.12	410760	
CAROLYN GUIDRY	64.00	410826	
DISTRICT ATTORNEY			94.56*
OFFICE DEPOT	171.98	410738	
STAR GRAPHICS SHARP	261.30	410760	
UNITED STATES POSTAL SERVICE	269.30	410796	
UNITED STATES POSTAL SERVICE	3.72	410797	
LEXISNEXIS- ACCURINT	480.00	410859	
DISTRICT CLERK			1,186.30*
OFFICE DEPOT	381.18	410738	
STAR GRAPHICS SHARP	51.52	410760	
UNITED STATES POSTAL SERVICE	215.52	410796	
CRIMINAL DISTRICT COURT			648.22*
OFFICE DEPOT	5.93	410738	
STAR GRAPHICS SHARP	31.78	410760	
TEXAS COURT REPORTERS ASSOCIATION	150.00	410766	
TEXAS COURT REPORTERS ASSOCIATION	150.00	410767	
UNITED STATES POSTAL SERVICE	13.35	410796	
CAROLYN WIEDENFELD	600.00	410807	
JAMES R. MAKIN, P.C.	1,870.03	410867	
C. HADEN CRIBBS JR., PC	8,333.00	410873	
58TH DISTRICT COURT			11,154.09*
STAR GRAPHICS SHARP	31.78	410760	
60TH DISTRICT COURT			31.78*
STAR GRAPHICS SHARP	30.12	410760	
UNITED STATES POSTAL SERVICE	.90	410796	
136TH DISTRICT COURT			31.02*
STAR GRAPHICS SHARP	30.12	410760	
UNITED STATES POSTAL SERVICE	2.08	410796	
LEXIS-NEXIS	54.00	410798	
172ND DISTRICT COURT			86.20*
STAR GRAPHICS SHARP	31.78	410760	
252ND DISTRICT COURT			31.78*
GAYLYN COOPER	2,775.00	410678	
DOUGLAS M. BARLOW, ATTORNEY AT LAW	6,000.00	410686	
MIKE VAN ZANDT	2,047.48	410772	
UNITED STATES POSTAL SERVICE	114.88	410796	
ANTOINETTE BRADLEY	800.00	410815	
JOEL WEBB VAZQUEZ	5,137.50	410818	
JAMES R. MAKIN, P.C.	3,002.43	410867	
ALEX BILL III	800.00	410868	
279TH DISTRICT COURT			20,677.29*
PHILLIP DOWDEN	525.00	410681	
THOMAS J. BURBANK, P.C.	700.00	410690	
LAIRON DOWDEN, JR.	700.00	410703	
TERRENCE HOLMES	75.00	410720	
JEFFERSON CTY. BAR ASSOCIATION	125.00	410726	
ANITA F. PROVO	300.00	410745	
RANDY SHELTON	1,292.85	410752	
LEXIS-NEXIS	53.00	410798	
GLEN M. CROCKER	700.00	410802	
TONYA CONNELL TOUPS	150.00	410840	
JONATHAN L. STOVALL	500.00	410866	
MATUSKA LAW FIRM	75.00	410892	
317TH DISTRICT COURT			5,195.85*

NAME

AMOUNT

CHECK NO.

TOTAL

STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE JUDY PAASCH	31.78 .49 2,278.33	410760 410796 410822	2,310.60*
JUSTICE COURT-PCT 1 PL 1			
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE LEXISNEXIS- ACCURINT	51.32 53.59 120.00	410760 410796 410859	224.91*
JUSTICE COURT-PCT 1 PL 2			
STAR GRAPHICS SHARP LEXISNEXIS- ACCURINT	30.12 120.00	410760 410859	150.12*
JUSTICE COURT-PCT 2			
CASH ADVANCE ACCOUNT LEXISNEXIS- ACCURINT	297.90 120.00	410727 410859	417.90*
JUSTICE COURT-PCT 4			
AT&T STAR GRAPHICS SHARP US POSTAL SERVICE LEXISNEXIS- ACCURINT	75.90 42.71 609.00 120.00	410757 410760 410803 410859	847.61*
JUSTICE COURT-PCT 6			
STAR GRAPHICS SHARP UNITED STATES POSTAL SERVICE LEXISNEXIS- ACCURINT	30.12 33.90 120.00	410760 410796 410859	184.02*
JUSTICE COURT-PCT 7			
CASH ADVANCE ACCOUNT US POSTAL SERVICE DENISE ROCCAFORTE LEXISNEXIS- ACCURINT STACEY VIDRINE	148.20 4,340.00 69.69 120.00 58.08	410727 410804 410838 410859 410893	4,735.97*
JUSTICE OF PEACE PCT. 8			
UNITED STATES POSTAL SERVICE LEXISNEXIS- ACCURINT	210.69 120.00	410797 410859	330.69*
COUNTY COURT AT LAW NO.1			
JEFFERSON CTY. BAR ASSOCIATION STAR GRAPHICS SHARP TEXAS COURT REPORTERS ASSOCIATION UNITED STATES POSTAL SERVICE LEXIS-NEXIS SIERRA SPRING WATER CO. - BT	125.00 30.12 150.00 .83 47.00 48.15	410724 410760 410768 410796 410798 410799	401.10*
COUNTY COURT AT LAW NO. 2			
CHARLES ROJAS UNITED STATES POSTAL SERVICE JOEL WEBB VAZQUEZ LAURIE PEROZZO LEXISNEXIS- ACCURINT JARED GILTHORPE SAMUEL & SON LAW FIRM PLLC	800.00 22.88 250.00 250.00 60.00 300.00 250.00	410783 410796 410818 410857 410859 410894 410898	1,932.88*
COUNTY COURT AT LAW NO. 3			
BRUCE W. COBB DONALD W. DUESLER & ASSOC. TERRENCE HOLMES JEFFERSON CTY. BAR ASSOCIATION STAR GRAPHICS SHARP CHARLES ROJAS	250.00 250.00 350.00 125.00 112.32 250.00	410700 410705 410720 410725 410760 410783	

NAME	AMOUNT	CHECK NO.	TOTAL
JOHN D WEST	350.00	410785	
UNITED STATES POSTAL SERVICE	28.58	410796	
LEXISNEXIS- ACCURINT	60.00	410859	
THE PARKER LAW FIRM	250.00	410861	1,801.26*
COURT MASTER			
STAR GRAPHICS SHARP	42.71	410760	
UNITED STATES POSTAL SERVICE	:97	410796	
LEXIS-NEXIS	53.00	410798	96.68*
MEDIATION CENTER			
SOUTHEAST TEXAS WATER	22.85	410756	
STAR GRAPHICS SHARP	30.12	410760	
UNITED STATES POSTAL SERVICE	4.16	410796	57.13*
COMMUNITY SUPERVISION			
STAR GRAPHICS SHARP	136.39	410760	136.39*
SHERIFF'S DEPARTMENT			
FED EX	48.97	410709	
ENTERGY	1,025.72	410715	
KAY ELECTRONICS, INC.	35.75	410729	
MCNEILL INSURANCE AGENCY	71.00	410734	
MOORMAN & ASSOCIATES, INC.	1,050.00	410735	
SCANTRON CORPORATION	579.00	410751	
AT&T	123.48	410757	
STAR GRAPHICS SHARP	279.27	410760	
TTPOA	200.00	410764	
CDW COMPUTER CENTERS, INC.	551.51	410782	
UNITED STATES POSTAL SERVICE	1,413.08	410796	
BEAUMONT OCCUPATIONAL SERVICE, INC.	32.95	410805	
FIVE STAR FEED	49.50	410813	
CODE BLUE	457.00	410817	
RITA HURT	550.00	410872	
X-TREME POWDER COATING	300.00	410910	6,767.23*
CRIME LABORATORY			
FISHER SCIENTIFIC	63.80	410710	
CASH ADVANCE ACCOUNT	166.41	410727	
OFFICE DEPOT	26.00	410738	
SOUTHEAST TEXAS WATER	79.90	410756	
STAR GRAPHICS SHARP	42.71	410760	
CAYMAN CHEMICAL COMPANY	144.00	410862	
ALL BUSINESS MACHINES INC	177.34	410899	
EXCEL MEDICAL WASTE LLC	247.78	410903	947.94*
JAIL - NO. 2			
HILO / O'REILLY AUTO PARTS	176.84	410677	
BOB BARKER CO., INC.	544.80	410685	
BEAUMONT TRACTOR COMPANY	39.49	410687	
CITY OF BEAUMONT - WATER DEPT.	13.00	410692	
FAST SIGNS, INC.	82.14	410708	
HERNANDEZ OFFICE SUPPLY, INC.	668.58	410719	
KOMMERCIAL KITCHENS	47.05	410731	
M&D SUPPLY	42.80	410732	
MCNEILL INSURANCE AGENCY	71.00	410734	
OFFICE DEPOT	712.96	410738	
PETTY CASH - SHERIFF'S OFFICE	139.00	410742	
RALPH'S INDUSTRIAL ELECTRONICS	88.95	410748	
SANITARY SUPPLY, INC.	1,131.00	410750	
AT&T	1,351.82	410757	
STAR GRAPHICS SHARP	522.75	410760	
WHOLESALE ELECTRIC SUPPLY CO.	316.30	410776	
WORTH HYDROCHEM	327.00	410777	
LOWE'S HOME CENTERS, INC.	29.56	410806	
TEXAS GAS SERVICE	473.11	410811	
PORTER-STRAIT INSTRUMENT CO., INC.	325.00	410825	

NAME	AMOUNT	CHECK NO.	TOTAL
WORLD FUEL SERVICES	973.10	410858	
FIVE STAR CORRECTIONAL SERVICE	36,250.50	410863	
DRAGONFLY INTERPRETING SERVICES	55.00	410877	
CONSTELLATION NEWENERGY - GAS DIVIS	2,394.00	410882	
MATERA PAPER COMPANY INC	1,768.00	410883	
FROGWASH PRESSURE WASHING	800.00	410884	
KROPP HOLDINGS INC	263.03	410886	
GCR TIRES & SERVICE	281.00	410896	
LONE STAR UNIFORMS	1,139.55	410907	
JUVENILE PROBATION DEPT.			51,027.33*
EDWARD B. GRIPON, M.D., P.A.	550.00	410713	
ELAINE MADOLE	52.32	410733	
STAR GRAPHICS SHARP	91.06	410760	
UNITED STATES POSTAL SERVICE	28.95	410796	
SHANNA CITIZEN	138.00	410808	
LYNN BIERHALTER	103.50	410830	
KESHA NIXON	163.88	410833	
NISHA AMIN	1,600.00	410841	
RASHUNDA FLETCHER	232.88	410845	
DURWARD MINOR	200.68	410887	
ROXANA MITCHELL	404.80	410904	
CLINEECIA TROTTER	221.95	410906	
JUVENILE DETENTION HOME			3,788.02*
OAK FARM DAIRY	153.00	410781	
FLOWERS FOODS	81.48	410816	
SOUTHERN FOLGER DETENTION EQUIPMENT	7,726.02	410846	
KAREN ROBERTS	300.00	410851	
EXCEL MEDICAL WASTE LLC	424.42	410903	
CONSTABLE PCT 1			8,684.92*
UNITED STATES POSTAL SERVICE	34.39	410796	
LEXISNEXIS- ACCURINT	120.00	410859	
CONSTABLE-PCT 2			154.39*
COTTON CARGO	189.50	410702	
THE PRODUCTIVITY CENTER	156.00	410800	
LEXISNEXIS- ACCURINT	120.00	410859	
CONSTABLE-PCT 4			465.50*
AT&T	37.95	410757	
TRANSUNION RISK AND ALTERNATIVE	70.00	410901	
CONSTABLE-PCT 6			107.95*
STAR GRAPHICS SHARP	30.12	410760	
UNITED STATES POSTAL SERVICE	13.16	410796	
LEXISNEXIS- ACCURINT	120.00	410859	
CONSTABLE PCT. 7			163.28*
MIKE SMITH ENTERPRISES	500.00	410836	
LEXISNEXIS- ACCURINT	120.00	410859	
CONSTABLE PCT. 8			620.00*
LEXISNEXIS- ACCURINT	120.00	410859	
COUNTY MORGUE			120.00*
FMMS HOLDINGS OF TEXAS LLC	41,250.00	410874	
AGRICULTURE EXTENSION SVC			41,250.00*
TERRIE S. LOONEY	101.92	410674	
STAR GRAPHICS SHARP	60.94	410760	
BARBARA EVANS	430.68	410847	

NAME	AMOUNT	CHECK NO.	TOTAL
M J EBELING	106.38	410880	699.92*
HEALTH AND WELFARE NO. 1			
CLAYBAR FUNERAL HOME, INC.	1,998.00	410697	
MUNRO'S	63.43	410736	
OFFICE DEPOT	185.00	410738	
PHYSICIAN SALES & SERVICE, INC.	549.78	410744	
STAR GRAPHICS SHARP	60.94	410760	
AUSTIN CECIL WALKES MD PA	2,932.58	410773	
UNITED STATES POSTAL SERVICE	99.09	410796	
ASHANTI BASSETT	6.90	410828	
LEXISNEXIS- ACCURINT	120.00	410859	
SAM'S CLUB DIRECT	86.40	410878	
EXCEL MEDICAL WASTE LLC	88.32	410903	
HEALTH AND WELFARE NO. 2			6,190.44*
BROUSSARD'S MORTUARY	3,000.00	410689	
CLAYBAR FUNERAL HOME, INC.	999.00	410698	
O.W. COLLINS APARTMENTS	392.10	410701	
ENTERGY	113.77	410718	
OFFICE DEPOT	539.97	410738	
STAR GRAPHICS SHARP	73.37	410760	
AUSTIN CECIL WALKES MD PA	2,932.58	410773	
UNITED STATES POSTAL SERVICE	222.35	410797	
TEXAS GAS SERVICE	27.54	410812	
LEXISNEXIS- ACCURINT	120.00	410859	
EXCEL MEDICAL WASTE LLC	81.48	410903	
NURSE PRACTITIONER			8,502.16*
STAR GRAPHICS SHARP	30.12	410760	
EXCEL MEDICAL WASTE LLC	84.90	410903	
CHILD WELFARE UNIT			115.02*
DISA, INC.	577.00	410704	
BEAUMONT OCCUPATIONAL SERVICE, INC.	966.70	410805	
INDIGENT MEDICAL SERVICES			1,543.70*
CARDINAL HEALTH 110 INC	3,543.81	410885	
MAINTENANCE-BEAUMONT			3,543.81*
AAA LOCK & SAFE	75.00	410672	
MARK'S PLUMBING PARTS	27.66	410675	
W.W. GRAINGER, INC.	110.21	410712	
M&D SUPPLY	563.67	410732	
OFFICE DEPOT	62.64	410738	
RALPH'S INDUSTRIAL ELECTRONICS	78.45	410748	
ACE IMAGEWEAR	156.81	410753	
STAR GRAPHICS SHARP	30.12	410760	
WORTH HYDROCHEM	250.00	410777	
INTERSTATE ALL BATTERY CENTER - BMT	92.95	410854	
A1 FILTER SERVICE COMPANY	732.70	410871	
MAINTENANCE-PORT ARTHUR			2,180.21*
ENTERGY	5,740.70	410715	
STAR GRAPHICS SHARP	61.90	410760	
MAINTENANCE-MID COUNTY			5,802.60*
CITY OF NEDERLAND	25.54	410694	
ENTERGY	3,294.87	410715	
STAR GRAPHICS SHARP	31.78	410760	
W. JEFFERSON COUNTY M.W.D.	26.13	410774	
FRED MILLER'S OUTDOOR EQUIPMENT LLC	16.95	410902	
SERVICE CENTER			3,395.27*

NAME	AMOUNT	CHECK NO.	TOTAL
ACTION AUTO GLASS	198.00	410679	
INTERSTATE BATTERIES OF BEAUMONT/PA	347.80	410721	
M&D SUPPLY	56.38	410732	
PHILPOTT MOTORS, INC.	36.61	410743	
AT&T	61.66	410757	
STAR GRAPHICS SHARP	30.12	410760	
TRI-CON, INC.	2,918.28	410770	
ZEE MEDICAL SERVICE	32.95	410778	
JEFFERSON CTY. TAX OFFICE	7.50	410787	
JEFFERSON CTY. TAX OFFICE	7.50	410788	
JEFFERSON CTY. TAX OFFICE	7.50	410789	
JEFFERSON CTY. TAX OFFICE	7.50	410790	
JEFFERSON CTY. TAX OFFICE	7.50	410791	
BUMPER TO BUMPER	408.48	410821	
UNIFIRST HOLDINGS INC	22.23	410855	
VETERANS SERVICE			4,150.01*
STAR GRAPHICS SHARP	74.49	410760	
UNITED STATES POSTAL SERVICE	6.24	410796	
UNITED STATES POSTAL SERVICE	104.53	410797	
HILARY GUEST	123.94	410809	
MOSQUITO CONTROL FUND			309.20*
GREYHOUND PACKAGE EXPRESS	35.40	410680	
ENTERGY	665.92	410715	
MUNRO'S	109.15	410736	
STAR GRAPHICS SHARP	30.12	410760	
BREATH ALCOHOL TESTING			840.59**
CASH ADVANCE ACCOUNT	198.00	410727	
FAMILY GROUP CONFERENCING			198.00**
STAR GRAPHICS SHARP	31.78	410760	
GRT N MENTAL HEALTH SVCS			31.78**
CORNELL CORRECTIONS OF TEXAS	4,591.41	410891	
GRAYSON COUNTY DEPT OF JUVENILE	4,588.00	410900	
JUVENILE TJPC-A-2014-123			9,179.41**
HAYS COUNTY	4,340.00	410779	
BI INCORPORATED	1,656.50	410784	
VICTORIA COUNTY JUVENILE SERVICES	4,510.00	410843	
GRAYSON COUNTY DEPT OF JUVENILE	200.00	410900	
JUVENILE PROB & DET. FUND			10,706.50**
PEGASUS SCHOOL	4,591.41	410741	
HAYS COUNTY	3,255.00	410779	
GRAYSON COUNTY DEPT OF JUVENILE	9,176.00	410900	
IV-E FOSTER CARE			17,022.41**
VERIZON WIRELESS	59.10	410792	
COMMUNITY SUPERVISION FND			59.10**
JEFFERSON CTY. COMMUNITY SUP.	1,837.74	410722	
CASH ADVANCE ACCOUNT	838.83	410727	
TDCAA BOOK ORDERS	340.00	410761	
UNITED STATES POSTAL SERVICE	117.28	410796	
UNITED STATES POSTAL SERVICE	189.43	410797	
LEXISNEXIS- ACCURINT	120.00	410859	
JCCSC	88.00	410865	
PRINTMAILPRO.COM	262.20	410876	
EXCEL MEDICAL WASTE LLC	184.08	410903	
JEFF. CO. WOMEN'S CENTER			3,977.56**

NAME	AMOUNT	CHECK NO.	TOTAL
FAST SIGNS, INC.	82.50	410708	
STAR GRAPHICS SHARP	31.78	410760	
CENTERPOINT ENERGY RESOURCES CORP	253.80	410823	368.08**
COMMUNITY CORRECTIONS PRG			
STAR GRAPHICS SHARP	47.38	410760	47.38**
DRUG DIVERSION PROGRAM			
STAR GRAPHICS SHARP	47.38	410760	47.38**
LAW OFFICER TRAINING GRT			
TEXAS COMMISSION ON LAW ENFORCEMENT	625.00	410842	625.00**
COUNTY RECORDS MANAGEMENT			
DATALOGICS INC	12,500.00	410908	12,500.00**
J.P. COURTROOM TECH. FUND			
SHI GOVERNMENT SOLUTIONS, INC.	328.20	410801	328.20**
HOTEL OCCUPANCY TAX FUND			
AERIAL ACCESS EQUIPMENT	8,801.60	410835	
JESSIE DAVIS	91.43	410844	
TRINITY MECHANICAL LLC	4,369.50	410913	13,262.53**
DISTRICT CLK RECORDS MGMT			
STAR GRAPHICS SHARP	86.50	410760	86.50**
CAPITAL PROJECTS FUND			
TRINITY MECHANICAL LLC	7,867.08	410913	7,867.08**
AIRPORT FUND			
CITY OF NEDERLAND	844.78	410695	
THE EXAMINER	200.00	410707	
FED EX	141.62	410709	
W.W. GRAINGER, INC.	134.42	410712	
ENTERGY	4,224.21	410716	
ENTERGY	9,748.68	410717	
NOACK LOCKSMITH	14.50	410737	
OFFICE DEPOT	139.14	410738	
OIL CITY TRACTORS, INC.	46.20	410739	
RALPH'S INDUSTRIAL ELECTRONICS	410.94	410748	
SAMPSON STEEL CORP.	26.90	410749	
SANITARY SUPPLY, INC.	283.11	410750	
STAR GRAPHICS SHARP	72.83	410760	
TRI-CITY FASTENER & SUPPLY	10.00	410769	
WHITE TUCKER COMPANY INC	738.59	410775	
E. SULLIVAN ADVERTISING & DESIGN	13,281.47	410786	
UNITED STATES POSTAL SERVICE	8.74	410796	
CBA LIGHTING & CONTROLS	991.10	410820	
DISH NETWORK	90.62	410837	
HLAVINKA EQUIPMENT COMPANY	1,919.09	410839	
AMERICAN TIRE DISTRIBUTORS	706.36	410848	
FIRETROL PROTECTION SYSTEMS, INC.	734.75	410850	
UNIFIRST HOLDINGS INC	97.70	410855	
ALL INDUSTRIES, INC.	13,600.00	410869	
MOWERS TRACTORS INC	655.96	410870	
CRAWFORD ELECTRIC SUPPLY COMPANY	180.16	410879	
ADVANCE AUTO PARTS	57.61	410881	
MEMBER'S BUILDING MAINTENANCE LLC	4,340.22	410888	
EASTERN AVIATION FUELS INC	73,513.92	410897	
FRED MILLER'S OUTDOOR EQUIPMENT LLC	184.85	410902	127,398.47**
SE TX EMP. BENEFIT POOL			

NAME	AMOUNT	CHECK NO.	TOTAL
STANDARD INSURANCE COMPANY	20,128.09	410827	
RELIANCE STANDARD LIFE INSURANCE	5,926.52	410829	
CHLIC-CHICAGO	63,568.24	410856	
GROUP ADMINISTRATIVE CONCEPTS INC	748.00	410864	
COMPASS PROFESSIONAL HEALTH SERVICE	6,365.00	410889	
SA BENEFITS SERVICES LLC	38,826.50	410890	
SETEC FUND			135,562.35**
BETCO SCAFFOLD CO., INC.	4,831.00	410688	
OTIS ELEVATOR COMPANY	1,327.50	410814	
ALLIANCE MECHANICAL SERVICES	4,000.00	410819	
LIABILITY CLAIMS ACCOUNT			10,158.50**
JOANNA SANCHEZ ALFARO	977.99	410911	
HA PENNY NGUYEN AND HER ATTORNEYS	245,000.00	410912	
WORKER'S COMPENSATION FD			245,977.99**
TRISTAR RISK MANAGEMENT	7,155.67	410824	
SHERIFF'S FORFEITURE FUND			7,155.67**
AVIALL	55.73	410683	
DART AEROSPACE LTD	1,719.50	410909	
PAYROLL FUND			1,775.23**
JEFFERSON CTY. - FLEXIBLE SPENDING	12,136.00	410643	
CLEAT	324.00	410644	
JEFFERSON CTY. TREASURER	18,545.84	410645	
RON STADTMUELLER - CHAPTER 13	1,465.00	410646	
INTERNAL REVENUE SERVICE	300.00	410647	
JEFFERSON CTY. ASSN. OF D.S. & C.O.	5,240.00	410648	
JEFFERSON CTY. COMMUNITY SUP.	10,029.92	410649	
JEFFERSON CTY. TREASURER - HEALTH	426,541.87	410650	
JEFFERSON CTY. TREASURER - GENERAL	35.00	410651	
JEFFERSON CTY. TREASURER - PAYROLL	1,639,562.55	410652	
JEFFERSON CTY. TREASURER - PAYROLL	648,965.29	410653	
JEFFERSON CTY. TREASURER	110.61	410654	
MONY/MLOA	211.74	410655	
POLICE & FIRE FIGHTERS' ASSOCIATION	3,078.61	410656	
UNITED WAY OF BEAUMONT & N JEFFERSON	54.77	410657	
JEFFERSON CTY. TREASURER - TCDRS	620,526.27	410658	
OPPENHEIMER FUNDS DISTRIBUTOR, INC	1,781.65	410659	
JEFFERSON COUNTY TREASURER	2,682.88	410660	
JEFFERSON COUNTY - TREASURER -	6,005.03	410661	
NECHES FEDERAL CREDIT UNION	61,082.22	410662	
JEFFERSON COUNTY - NATIONWIDE	53,202.24	410663	
TENNESSEE CHILD SUPPORT	115.38	410664	
SBA - U S DEPARTMENT OF TREASURY	168.49	410665	
CALIFORNIA STATE DISBURSEMENT UNIT	117.23	410666	
ECMC	2.50	410667	
WILLIAM E HEITKAMP	720.72	410668	
JOHN TALTON	2,367.69	410669	
IL DEPT OF HEALTCARD AND FAMILY SER	49.85	410670	
COLLEGE ASIST	162.54	410671	
ORCA - IKE			3,515,585.89**
CASH ADVANCE ACCOUNT	1,610.00	410727	
MARINE DIVISION			1,610.00**
ENTERGY	499.91	410715	
AT&T	81.26	410757	
VERIZON WIRELESS	531.86	410793	
C & I OIL COMPANY INC	7,510.75	410849	
			8,623.78**
			4,393,747.34***

Jefferson County Courthouse  
P.O. Box 4025  
Beaumont, Texas 77704



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eddiearnold@co.jefferson.tx.us

*Eddie Arnold  
Jefferson County  
Commissioner Pct. #1*

August 10, 2015

Loma George  
Judge Branick's Office

RE: Commissioners' Court Agenda Items

Please place the following item on the agenda for Jefferson County Commissioners' Court meeting scheduled for August 17, 2015.

Consider and possibly approve receive and file the appointment of Tolbert Chisum to the Sabine-Neches Navigation District effective August 17, 2015 to replace the unexpired term of Jim Rich who resigned effective July 31, 2015.

Thank you,

*Eddie Arnold*  
Eddie Arnold  
County Commissioner, Pct. #1



## PROCLAMATION

STATE OF TEXAS

§  
§

COMMISSIONERS' COURT

COUNTY OF JEFFERSON

OF JEFFERSON COUNTY, TEXAS

BE IT REMEMBERED at a meeting of Commissioners' Court of Jefferson County, Texas, held on the 17th day of August, 2015, on motion made by Everette Alfred, Commissioner of Precinct No. 4, and seconded by Eddie Arnold, Commissioner of Precinct No. 1, the following Proclamation was adopted:

**Julie Rogers "Gift of Life" Program  
2015 Ovarian & Breast Cancer Awareness Months Proclamation  
Jefferson County**

**WHEREAS**, the Julie Rogers "Gift of Life" Program is celebrating 20 years of Saving Lives in Southeast Texas through the provision of screenings and diagnostic procedures, extensive cancer education and prevention; and

**WHEREAS**, September and October are National Ovarian and Breast Cancer Awareness Months; and

**WHEREAS**, the public is still largely unfamiliar with ovarian cancer, a silent disease with vague symptoms, that ranks as the fifth leading cause of cancer-related death among women and the deadliest of all gynecologic cancers; and

**WHEREAS**, breast cancer is the most common cancer among American women, except for skin cancers, and approximately 1 in 8 women in the US will develop invasive breast cancer during her lifetime; and

**WHEREAS**, this year an estimated 253,130 women will be diagnosed with either breast or ovarian cancer and 54,470 women will die from these diseases in the United States; and

**WHEREAS**, to heighten awareness of these diseases and celebrate the organization's 20 years of successful outcomes, the Gift of Life in October will conduct a month-long celebration, **Putting on the Pink**, kicking off on **Saturday, October 3** in Downtown Beaumont with the Julie Richardson Procter **5K Ribbon Run Color Rush** and a **20<sup>th</sup> Anniversary Gala** on **Thursday, October 29** at the Julie Rogers Theatre; and

**WHEREAS**, the **20<sup>th</sup> Anniversary Gala** will include a performance by the legendary, award-winning, multi-talented entertainment icon, **Liza Minnelli**; and

**WHEREAS**, both events will underscore the importance of early detection against cancer; and

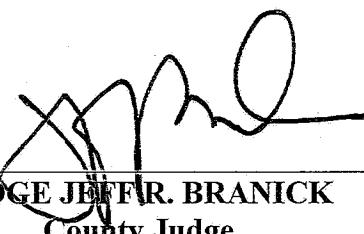
**WHEREAS**, it is imperative that women are educated about breast and ovarian cancer symptoms and risk factors and receive a yearly mammogram, which is recognized as the single most effective method for detection of breast cancer; and

**WHEREAS**, the Gift of Life annually provides more than 2,200 free screening mammograms and clinical breast exams and nearly 1,000 diagnostic mammograms, ultrasounds and biopsies for medically underserved individuals, with access to follow-up care; and

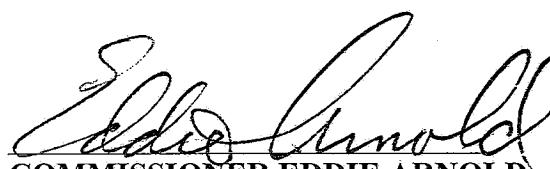
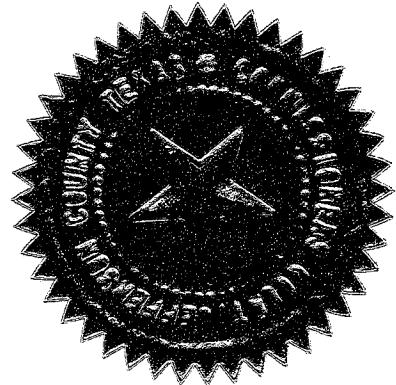
WHEREAS, the Gift of Life has helped extend the lives of more than 175 women whose breast cancer was detected through the Gift of Life's deliverance of "no cost" medical tests and procedures and furthers its compassionate continuum of care with the provision of monthly breast cancer support group meetings for cancer patients, survivors, families and caregivers; and

THEREFORE, BE IT RESOLVED, that the Commissioners Court of Jefferson County, Texas, does hereby proclaim the month of September as OVARIAN CANCER AWARENESS MONTH, October as BREAST CANCER AWARENESS MONTH, and Monday, August 17 as JULIE ROGERS GIFT OF LIFE PROGRAM DAY in Jefferson County and ask all citizens to join me in raising awareness and becoming informed.

Signed this 17th day of August, 2015.



JUDGE JEFFIR. BRANICK  
County Judge



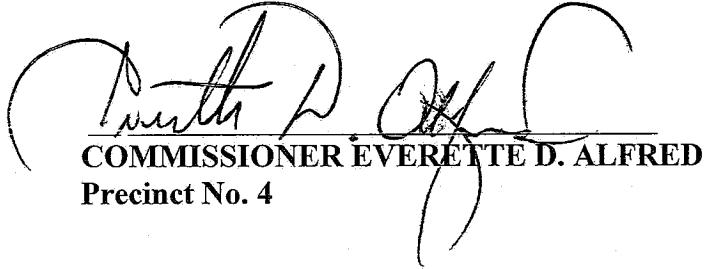
EDDIE ARNOLD  
COMMISSIONER EDDIE ARNOLD  
Precinct No. 1



MICHAEL S. SINEGAL  
COMMISSIONER MICHAEL S. SINEGAL  
Precinct No. 3



BRENT A. WEAVER  
COMMISSIONER BRENT A. WEAVER  
Precinct No. 2



EVERETT D. ALFRED  
COMMISSIONER EVERETTE D. ALFRED  
Precinct No. 4

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

Nationwide Retirement Solutions, Inc. ("NRS") agrees as the Administrative Service Provider to administer loans in accordance with the terms of these Plan Loan Procedures and the attached "**Plan Election Worksheet**" (see Addendum A) as approved by the Plan Sponsor of the Plan. The Plan Sponsor directs the Plan Administrator of the Plan to administer loans in accordance with this document. The Plan Sponsor or the Plan Administrator may amend these Plan Loan Procedures within any constraints placed by NRS. Any such amendments shall bind the Plan Sponsor and the Plan Administrator. The Plan Sponsor is encouraged to consult with legal advisors in determining whether the procedures identified herein are appropriate for the Plan.

The Plan Sponsor and Plan Administrator (collectively the "Client") acknowledge that NRS may need to make changes from time-to-time to the administrative procedures set forth herein and may request amendments to the Plan documents to maintain the Plan's Loan Program. In such a case, NRS will provide the Client with timely notice of such changes as they become necessary.

The following Plan Loan Procedures shall govern Participant loans offered in the Plan Sponsor's 457(b) Plan ("Plan"):

- 1. Loan Administration.** Client delegates to NRS certain administrative duties regarding the administration of loans from the Plan, which are set forth herein and which may be modified by NRS upon timely notice to and acceptance by the Plan Sponsor.
- 2. Loan Eligibility.** Any Plan Participant, who falls into one of the employee statuses that the Client has elected, is eligible for a loan from the Plan. Each Participant is entitled to one outstanding loan from the Plan at any time. In addition, a Participant who has defaulted on a previous loan shall not be eligible for another loan from the Plan until all defaulted loans are repaid in full, including accrued interest.

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

**3. Loan Initiation and Loan Application.** In order to receive a loan from the Plan, an eligible Participant must complete all required documents provided in the Loan Application and return them to NRS. Before a loan is issued, the Participant must enter into a legally enforceable Loan Agreement as provided by NRS in the Loan Application, on behalf of the Plan. A loan initiation fee will be deducted from the Participant's account(s) after the loan has been funded by the Participant's account(s).

**4. Loan Security.** By accepting a loan, the Participant is giving the Plan a security interest in his or her vested Plan balance equal to the total loan amount, but not to exceed 50% of the Participant's vested Plan balance.

**5. Loan Money Source.** A loan shall be modeled taking into account the Participant's entire Plan account balance. Loans shall be funded only from a Participant's available Plan account pre-tax money sources. To the extent that a Participant has a self-directed brokerage account, no funding from such self-directed brokerage account shall be permitted.

**6. Minimum and Maximum Loan Term.** The minimum and maximum loan term over which a loan may be repaid is the term elected by the Client. Except as otherwise provided herein, the maximum loan term shall not exceed five (5) years.

**7. Minimum/Maximum Loan Amount.** The minimum loan amount permitted shall be the amount elected by the Client. The maximum amount of any loan permitted under the Plan shall comply with Section 72(p) of the Internal Revenue Code and (when added to the outstanding balance of all other loans from all plans sponsored by the same employer) is the lesser of (i) \$50,000, reduced by the excess (if any) of (A) the highest outstanding balance of loans from all plans sponsored by the same employer, during the one-year period ending on the day before the date on which the loan was made over (B) the outstanding balance of loans from all plans sponsored by the same employer, on the date on which the loan is made, or (ii) one half of the present value of the Participant's vested account balance.

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

**8. Loan Amortization.** Each loan shall be amortized with interest accruing immediately, with repayments beginning approximately thirty (30) days from the date the loan is processed, in substantially equal repayments consisting of principal and interest during the term of the loan. Repayments of principal and interest shall be made in a manner and pursuant to the terms set forth in the Loan Agreement. The amount of the final payment may be higher or lower depending upon the Participant's repayment history.

**9. Loan Repayment.** Repayment of any loan made to a Participant shall be made in a manner and pursuant to the terms set forth in the Loan Agreement. Loans must be repaid according to the repayment method elected by the Client. The Participant receiving a loan shall be required to furnish the information and authorization necessary to effectuate the foregoing repayments prior to the commencement of a loan. In the event that a Participant elects to receive a distribution from the Plan that is less than 100% of his outstanding account balance at a time when such person has a loan outstanding, the Participant shall continue to make repayments on the loan.

**10. Loan Prepayment.** The entire amount of a loan, including outstanding principal and any accrued interest, may be paid without penalty prior to the end of the term of the loan in the manner prescribed by NRS.

**11. Loan Overpayment.** In the event that NRS receives a loan overpayment, any amount over the repayment amount due will be applied or refunded according to the administrative policies of NRS.

**12. Cure Period.** If a Participant fails to make a loan repayment when due, the missed repayment must be made within the cure period elected by the Client.

**13. Default.** If any repayment is not received by NRS by the end of the cure period, the entire amount of the loan will be defaulted and treated as a deemed distribution, effective as of the end of the cure period elected by the Client. A deemed distribution is treated as a distribution from the Plan for federal (and possibly state or local) income tax purposes;

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

therefore amounts treated as a deemed distribution will be subject to federal, state and/or local income taxes, and certain excise taxes and penalties may apply. NRS will issue a Form 1099-R to the Participant reflecting the deemed distribution. Any payment made on a defaulted loan will be applied to the outstanding balance of the loan including accrued interest. Such repayment(s), following the date of default, will be treated as after tax amounts and the Participant will receive tax basis in his or her Plan account for such amounts.

The entire loan, including any accrued interest, will also be due and payable immediately in the event of the death of the Participant. The outstanding balance of the loan will be treated as a deemed distribution following the date of notification of such death provided such notification is in good order as determined by NRS.

**14. Loans Offered from Other Administrative Service Providers.** In the event the employer offers the Plan through multiple service providers, the Client and/or Participant and not NRS shall at all times remain responsible for ensuring that any loan received under the Plan is in accordance with the limits in Section 7. NRS shall apply the maximum loan amount limit and any other limits imposed under the Internal Revenue Code without regard to any other loans received by the Participant from any other administrative service provider(s) under this Plan or any other plan maintained by the Plan Sponsor.

**15. Suspension of Loan Repayments.**

**a. Military Leave of Absence.** A Participant's obligation to repay any loan under the Plan may be suspended as may be required by law, during the period in which the Participant is performing service in the United States military. The Participant must resume repayment of the loan upon his or her completion of military service and the outstanding loan balance, including any accrued interest and fees, must be repaid and may be re-amortized over a period that does not exceed the latest permissible term for a loan under the regulations plus the period of the military service. While the Participant is on active duty in the United States military, the interest rate on the loan shall not exceed six percent (6%), compounded annually unless the Participant elects in writing during or after his or her military leave of absence to

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

have the loan's higher existing interest rate, if applicable, apply to the loan. The Plan Sponsor assumes responsibility to notify NRS when a Participant begins and returns from a military leave of absence.

**b. Non-Military Leave of Absence.** In addition, a Participant's obligation to repay any loan under the Plan may be suspended during the period (not to exceed one (1) year) while the Participant is on an approved non-military leave of absence and the Participant provides requested documentation regarding the non-military leave of absence from his or her employer. The Participant must resume repayment of the loan upon the earlier of his or her return from non-military leave of absence, or one (1) year of suspension. At such point the outstanding loan balance, including any accrued interest and fees, must be repaid or may be re-amortized over a period that does not exceed the latest permissible term for a loan under the regulations. The Plan Sponsor assumes responsibility to notify NRS when a Participant begins and returns from a non military leave of absence.

**16. Loan Interest Rate.** The interest rates for a loan shall be commensurate with interest rates being charged by entities in the business of lending money under similar circumstances. The loan interest rate will be the Prime Rate plus an additional amount expressed as a percentage (%) elected by the Client, plus any other administrative and/or asset fees, as applicable. The Prime Rate shall be the prime rate published by the Wall Street Journal two weeks prior to the end of the most current calendar-year quarter and the new rate will be effective on the first day of the new calendar quarter. The loan interest rate may be adjusted for Participants performing service in the United States military as may be required by law (See Provision 15a.)

**17. Fees.** Fees described in these loan procedures will appear as administrative charges on Participant statements. These fees are subject to change by NRS upon reasonable notice to the Plan Sponsor.

**a. Loan Initiation Fee.** A loan initiation fee of \$50.00 will be deducted from the Participant's account at the time the loan is funded.

**b. Annual Loan Maintenance Fee.** An annual loan maintenance fee of \$50.00 will be deducted from the Participant's account on the anniversary date of the original loan initiation, until the loan is repaid in full or the loan has defaulted. In the event that the loan defaults, the annual loan

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

maintenance fee will no longer be assessed and the annual loan default fee described below (See Provision 17f) will be applied.

- c. **Asset Fees.** The amount of the outstanding loan balance will be subject to the maximum asset fee, administrative charge or such other fees NRS is entitled to receive under its separate agreement with the Plan Sponsor.
- d. **Insufficient Funds Fee.** If NRS is unable to process an ACH debit repayment or personal check on the date due, through no fault of NRS, a fee of \$25.00 will be deducted from the Participant's account.
- e. **Loan Default Fee.** At the time a loan is treated as a deemed distribution, a \$50.00 fee will be deducted from the Participant's account.
- f. **Annual Loan Default Fee.** An annual loan default fee of \$50.00 will be deducted from the Participant's account on the anniversary date of the original loan default until the loan is repaid in full or offset.

**18. Loans for the Purchase of a Principal Residence.** All loans issued by the Plan will be general purpose loans to be repaid in no more than five (5) years unless the Client elects to offer loans for the purchase of the Participant's principal residence. If the Client elects to allow loans for the purchase of a principal residence, all of the provisions of this document will apply unless otherwise specified.

**19. Loan Correction.** In the event a loan correction becomes necessary, at the Plan Sponsor's direction, NRS may undertake methods prescribed by the IRS or through any IRS correction program.

**20. Adoption of Plan Loan Procedures.** The undersigned Plan Sponsor or Plan Administrator, as applicable, hereby adopt these Plan Loan Procedures effective for loans issued on or after the Effective Date set forth below, and instructs NRS to administer loans made to Plan Participants in accordance with these terms and the Client elections made on the attached "**Plan Election Worksheet**" (See Addendum A). Prior to implementing a loan program, the Plan Sponsor acknowledges or acknowledged the following: (i) that the Plan Sponsor has decided to offer loans under the Plan and the Plan Administrator is instructing NRS to administer loans under the

**JEFFERSON COUNTY, TX 457(b)**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**

Plan; (ii) that the Plan Sponsor understands that, as a result of offering loans under the Plan, the Plan Participants could be subject to adverse tax consequences upon default of the loan; (iii) that the Plan Sponsor has independently weighed these risks, and despite the risks has determined that offering loans under the Plan is in the best interest of Plan Participants; (iv) that any previous loan procedures or loan reference documents other than the Plan Document itself, are hereby superseded by these Plan Loan Procedures; and (v) NRS shall not be liable for any adverse tax consequences described in (ii), except as specifically stated under paragraph 14 herein, resulting from the Plan Sponsor's decision to offer loans under the Plan.

Plan Sponsor Name ("Sponsor"): Jefferson County, TX 457(b)  
 Street Address: 1225 Pearl  
 City, State, Zip Code: Beaumont, TX 77701  
 Signer's Email Address: cerickson@co.jefferson.tx.us  
 Plan Name ("Plan"): Jefferson County, TX 457(b)  
 Plan Number: 003816001  
 Plan Sponsor or Plan Administrator Signature: Carly Eichson  
 Title: Director of Human Resources  
 Date of Adoption\*: 08/17/2015

\* Unless otherwise indicated below, the Date of Adoption shall be the Effective Date.

Effective Date: \_\_\_\_\_

An executed copy of these Procedures (including the attached **Addendum A - Plan Election Worksheet**) should be returned to Nationwide Retirement Solutions.

**JEFFERSON COUNTY, TX 457(b)**  
**ADDENDUM A**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**  
**PLAN ELECTION WORKSHEET**

The following provisions identify Plan elections which are incorporated and made a part of the attached ***“Plan Loan Procedures.”*** In the event that an election is not made within any section, Nationwide Retirement Solutions (“NRS”) will administer the loan program according to current NRS policies as listed under each provision below. The current NRS policies may be changed by NRS at any time. Unless otherwise specified, only one election is allowed per provision.

The elections contained herein apply solely to the Plan. Any provisions, including limitations, do not extend to any other plans offered by the Sponsor.

**1. Loan Eligibility:**

Plan elects to allow the following Participants the ability to initiate a loan under the Plan. The Plan Sponsor is solely responsible for informing NRS of any future changes in the Participant's employment status (check all that apply).

- a.  Employed
- b.  Approved Non-military Leave of Absence (only available for ACH)
- c.  Military Leave of Absence (only available for ACH)
- d.  Disabled (only available for ACH)
- e.  Retired (only available for ACH)
- f.  Terminated (only available for ACH)

**Current NRS Policy:** All listed Participant employment statuses are eligible to initiate a loan if ACH is the elected repayment method (See Provision 4). If the repayment method elected is Payroll Deduction (See Provision 4), the only eligible Participant employment status is Employed.

**2. General Purpose Loan Terms:**

**2(a) Minimum Loan Term**

Plan elects the following minimum loan term:

- a.  One (1) Year
- b.  Other – Specify minimum loan term: \_\_\_\_\_ (not to be less than 6 months)

**Current NRS Policy:** The minimum loan term is one (1) year.

**JEFFERSON COUNTY, TX 457(b)**  
**ADDENDUM A**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**  
**PLAN ELECTION WORKSHEET**

**2. General Purpose Loan Terms (cont.):**

**2(b) Maximum Loan Term**

Plan elects the following maximum loan term:

Five (5) Years

**Current NRS Policy:** The maximum loan term is five (5) years.

**3. Minimum Loan Amount:**

Plan elects to have a minimum loan amount of:

\$1,000.00

**Current NRS Policy:** The minimum loan amount is \$1,000.00.

**4. Repayment Method:**

Plan elects to provide Participants with one of the following loan repayment methods:

Monthly Automated Clearing House ("ACH")

**Current NRS Policy:** Monthly ACH is the repayment method.

**5. Cure Period:**

If a Participant misses a scheduled loan repayment, the missed repayment must be received by the end of the specified cure period. Plan elects to apply a cure period with the following length:

Thirty One (31) Days

**Current NRS Policy:** The cure period is thirty one (31) days when ACH is the elected repayment method (See Provision 4). The cure period is sixty (60) days when the repayment method elected is Payroll Deduction (See Provision 4).

**6. Loan Interest Rate:**

Plan elects the following interest rate for Participant loans:

- a.  Prime Rate plus 1% plus applicable fees
- b.  Prime Rate plus 2% plus applicable fees
- c.  Prime Rate plus \_\_\_\_\_% (not to be lower than 0%) plus applicable fees

**Current NRS Policy:** Prime Rate plus 2% plus applicable fees.

**JEFFERSON COUNTY, TX 457(b)**  
**ADDENDUM A**  
**GOVERNMENTAL 457(b) PLAN LOAN PROCEDURES**  
**PLAN ELECTION WORKSHEET**

**7. Loans for the Purchase of a Principal Residence:**

**7(a) Plan elects to permit loans for the purchase of the Participant's principal residence:**

- a.  Yes
- b.  No

In the event Plan elects to allow Principal Residence loans, only one (1) Principal Residence loan outstanding at a time is permitted. The Principal Residence loan is included in the maximum number of outstanding loans (See Provision 2 of the **Plan Loan Procedures**). Additionally, the Participant will be required to sign a Principal Residence Certificate and provide NRS with sufficient additional documents to support the purchase of a principal residence. Internet initiation is not available for Principal Residence loans.

**Current NRS Policy:** Principal Residence loans are not allowed.

**7(b) Minimum Loan Term:** Plan elects to have a minimum loan term for Principal Residence loans of:

- a.  Five (5) Years
- b.  Other – Specify minimum loan term: \_\_\_\_\_ (not to be less than 1 year)

**Current NRS Policy:** Principal Residence loans have a minimum term of five (5) years.

**7(c) Maximum Loan Term:** Plan elects to have a maximum loan term for Principal Residence loans of:

- a.  Fifteen (15) Years
- b.  Other - Specify maximum loan term: \_\_\_\_\_ (not to exceed a term of 30 years)

**Current NRS Policy:** Principal Residence loans have a maximum term of fifteen (15) years.

**8. Internet Utilization**

Plan elects to allow Participants to use the internet for:

- a.  Only the modeling of loans
- b.  Both modeling and initiation of loans

**Current NRS Policy:** Participants can use the internet for modeling and initiation of loans.

Loan initiation on the internet is limited to General Purpose loans. Principal Residence loans will not be initiated electronically. Additional limitations exist for particular repayment methods and employment statuses.



# JEFFERSON COUNTY SHERIFF'S OFFICE

## SHERIFF G. MITCH WOODS

CHIEF TIM SMITH  
LAW ENFORCEMENT

CHIEF GEORGE MILLER  
CORRECTIONS

CHIEF MARK DUBOIS  
SERVICES

CHIEF RON HOBBS  
NARCOTICS

### MEMORANDUM

**DATE:** August 12, 2015

**TO:** Honorable Judge Jeff Branick  
Commissioner Eddie Arnold  
Commissioner Brent Weaver  
Commissioner Michael Sinegal  
Commissioner Everette Alfred

**FROM:** Mark Dubois, JCSO

**RE: Auto Theft Task Force Grant renewal FY2016**

It is time again to renew our Auto Theft Task Force Grant for FY 2016. This is a continuation of a joint application with Law Enforcement Agencies from Beaumont, Jefferson County, Port Arthur, Orange County, Hardin County, and Jasper County. This cooperative effort has provided our region with a more efficient use of resources and based upon positive results from prior operations has shown a demonstrated decrease in the number of reported auto thefts.

The task force continues to be an effective tool against auto theft in our region.

If participation is approved, please authorize the County Judge to execute attached interlocal agreement and contract for the operation of the Southeast Texas Auto Theft Task Force. Should you need further information, please call.

  
\_\_\_\_\_  
Chief Mark Dubois



# THE SOUTHEAST TEXAS AUTO THEFT TASK FORCE

Beaumont Police   Port Arthur Police   Jefferson County Sheriff  
Hardin County Sheriff



August 10, 2015

Honorable Jeff Branick  
County Judge, Jefferson County  
1149 Pearl St.  
Beaumont, TX 77701

Your Honor:

Enclosed for your consideration is the proposed Interlocal Agreement required by the Texas Automobile Burglary and Theft Prevention Authority for the 2016 grant funding the Southeast Texas Auto Theft Task Force. I have placed the pages requiring your signature on top for your convenience. You will notice that I have included two of each of these pages. If you would sign all copies, I would greatly appreciate it. I would like to have two copies with original signatures as one has to go to Austin. I have also taken out the signature pages for other jurisdictions (pages 7, 9-11) to avoid confusion.

Once the document has been signed, please contact me and I will pick it up. As always, we appreciate your continued support. If you have any questions, please feel free to call my office at (409) 654-3600. Once all signatures have been collected, a complete copy of the agreement will be provided for you.

Thank you,

Lt. Chris Schuldert  
Project Director  
Southeast Texas Auto Theft Task Force

**2430 West Cardinal Drive, Suite C, Beaumont, Texas 77705**  
**Office: (409) 842-6341      Fax: (409) 842-2835**  
[www.watchyourcars.com](http://www.watchyourcars.com)



## 2016 Interlocal Agreement

Jefferson County

EXECUTED by Jefferson County this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

JEFFERSON COUNTY, TEXAS

By: \_\_\_\_\_  
Jeff Branick, County Judge

EXECUTED by Jefferson County this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

JEFFERSON COUNTY, TEXAS

By: \_\_\_\_\_  
Jeff Branick, County Judge

AUTOMOBILE BURGLARY AND THEFT PREVENTION AUTHORITY

---

**Cooperative Working Agreement**

This is to certify that the objectives of the Southeast Texas Auto Theft Task Force grant application for fiscal year 2016 funding by the Automobile Burglary and Theft Prevention Authority have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

Additionally, Jefferson County is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Signed: \_\_\_\_\_

Kyle Hayes, City Manager

City of Beaumont

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Jeff Branick, County Judge

Jefferson County

Date: \_\_\_\_\_

---

AUTOMOBILE BURGLARY AND THEFT PREVENTION AUTHORITY

---

### **Cooperative Working Agreement**

This is to certify that the objectives of the Southeast Texas Auto Theft Task Force grant application for fiscal year 2016 funding by the Automobile Burglary and Theft Prevention Authority have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

Additionally, Jefferson County is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Signed: \_\_\_\_\_

Kyle Hayes, City Manager  
City of Beaumont

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Jeff Branick, County Judge  
Jefferson County

Date: \_\_\_\_\_

**INTERLOCAL CONTRACT**  
**SOUTHEAST TEXAS AUTO THEFT TASK FORCE**

**STATE OF TEXAS** §  
**COUNTY OF JEFFERSON** §

This Interlocal Contract, ("Contract") is entered into between the City of Beaumont, a municipal corporation situated in Jefferson County, Texas, ("Beaumont"), the City of Port Arthur, a municipal corporation situated in Jefferson County, Texas ("Port Arthur") , Jefferson County, a political subdivision of the State of Texas ("Jefferson County") , Hardin County, a political subdivision of the State of Texas ("Hardin County"), Jasper County, a political subdivision of the State of Texas ("Jasper County"), and Orange County, a political subdivision of the State of Texas ("Orange County") pursuant to the Interlocal Cooperation Act, Tex. Gov't Code Ann. Sec. 791.001 - 791.027 (Vernon 1997).

**WITNESSETH**

**Whereas, Beaumont, Port Arthur, Hardin County, Jasper County, Jefferson County, and Orange County**, collectively herein after referred to as "**Parties**", seek to contract or agree with each other to perform certain governmental functions and services in a joint cooperative agency which is known as the Southeast Texas Auto Theft Task Force ("Task Force"); and

**Whereas**, the **Parties** are each independently authorized, pursuant to Tex. Gov't. Code Ann. Sec. 791.001 to enter into a joint contract to provide a governmental function or service which each party to the Contract is authorized to perform individually; and

**Whereas**, the **Parties** wish to file a joint application for grant funding (FY2016) with the Automobile Burglary and Theft Prevention Authority of the State of Texas ("Authority") in the amount of \$528,714.00; and

Whereas, the **Parties** believe it to be in the best interest of the **Parties** to continue the operation of the **Task Force** based upon positive results of prior operations of the **Task Force** which include, but are not limited to, demonstrated decreases in the number of reported auto thefts; and

Whereas, there are approximately 406,752 registered motor vehicles in Jefferson, Hardin, Jasper, and Orange Counties combined; and

Whereas, since the inception of the **Task Force** in 1993 officers in the **Task Force** have made approximately 2,262 arrests, filed approximately 4,205 auto related criminal cases with prosecuting authorities, recovered more than 4,906 vehicles valued at an estimated \$47,403,653 along with other property estimated at \$5,408,479; and

Whereas, the **Parties** have agreed to provide \$ 609,101 in funding (personnel services, equipment, vehicle supplies, salaries, benefits, and insurance) to be used to match the funding sought from the **Authority**; and

Whereas, the **Parties** believe that it is in their mutual interest to enter into this **Contract** to carry-out operations of the **Task Force**; and

Whereas, the **Parties** agree to abide by all pertinent federal, state and local laws and regulations;

**NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:**

**ARTICLE I.**

1.01 The purpose of this **Contract** is to continue the operation of the **Task Force** pursuant to a joint application filed with the **Authority** for FY 2016 grant funding of the **Task Force**. (See Exhibit "A" which is attached hereto and incorporated herein.)

1.02 The **Parties** to this **Contract** hereby mutually agree to cooperate to whatever extent is necessary to carry out the work plan set forth in the grant application.

## ARTICLE II.

2.01 The term of this **Contract** shall be for a period of one (1) year from and after the date of August 31, 2015 subject to other termination rights of the **Parties** as established in this document.

## ARTICLE III.

3.01 As a condition and part of this **Contract**, the **Parties** agree to contribute a total of \$609,101 in match funding for operation of the **Task Force** in the following amounts:

Match by the City of Beaumont	\$ 500,236
Match by the City of Port Arthur	\$ 42,417
Match by Jefferson County	\$ 36,127
Match by Hardin County	\$ 30,321
Match by Jasper County	-0-
Match by Orange County	-0-

## ARTICLE IV.

4.01 The expenditure of funds, including the anticipated receipt of \$528,714.00 from the **Authority** is set out in Exhibit "B" which is attached hereto and incorporated herein.

## ARTICLE V.

5.01 **Beaumont** is designated as the primary agency ("GRANTEE") for purposes of this **Contract** and for purposes of receipt and disbursement of all funds received from the **Authority**. **Beaumont** shall designate an officer of the Beaumont Police Department to serve as the coordinator for the **Task Force** who shall be authorized to establish rules, regulations, directives, etc. for operation of the **Task Force** and the administration of funding for the **Task Force**.

## ARTICLE VI.

6.01 Upon termination of this **Contract**, right, title and ownership of non-expendable property acquired pursuant to this **Contract** will revert to the individual party for which it was acquired, subject to the statutes of the State of Texas and approval of the **Authority**.

## ARTICLE VII.

7.01 **Beaumont, Port Arthur, Hardin County, Jasper County, Jefferson County, and Orange County** as political subdivisions, are governed by the Texas Tort Claims Act, Chapter 101.001 et seq., Civil Practice and Remedies Code. **Beaumont, Port Arthur, Hardin County, Jasper County, Jefferson County and Orange County** warrant and represent to each other that they are self-insured or commercially insured for all claims falling within the Texas Tort Claims Act.

7.02 Each party to this **Contract** agrees that it shall have no liability whatsoever for acts or omissions of an individual employed by another party regardless of where the individuals' actions occurred. Each party is solely responsible for the action and/or omissions of its employees and officers.

## ARTICLE VIII.

8.01 The **Parties** certify that the **Task Force** is a program which meets all the requirements of the **Authority** program, that the information set forth in this **Contract** is correct, and that the **Parties** will comply with the appropriate provisions of the **Authority**.

8.02 The **Parties** assure and certify that they will comply with the regulations, policies, guidelines, and requirements set forth in the "assurances" section of the 2014 Grant Application and the Administrative Guide issued by the **Authority** pursuant to the acceptance and use of any federal funds. If any of the provisions of the "assurances" are applicable pursuant to statutes of the State of Texas, the **Parties** will comply with those pertinent parts.

8.03 The **Parties** assure and certify to the **Authority** that they are in compliance with Subtitle A, Title II of the Americans with Disabilities Act (A.D.A.), 42 U.S.C. 12131-12134, and Department of Justice implementing regulation 28 C.F.R., Part 35.

8.04 Attached as Exhibit "C" is a digest representing the Authority's approved budget summary for grant 2015-T01-City of-00014. The Parties agree that they shall be responsible for determining, prior to expenditure of funds, that:

1. Salaries are in accordance with local policy of participating agencies.
2. Personnel are classified in accordance with the needed qualification for the position.
3. Fringe benefits are in accordance with local policy of the participating agencies.
4. Travel policy is in accordance with the travel policy of the City of Beaumont.

## ARTICLE IX.

9.01 This **Contract** may only be amended by mutual agreement of the **Parties** hereto in writing and any amendments shall be attached to and incorporated into this **Contract**.

## ARTICLE X.

10.1 In case any one or more of the provisions contained in this **Contract** shall be held to be invalid, illegal or unenforceable in any aspect, such invalidity, illegality or unenforceability shall not affect any other provision of the **Contract**, and this **Contract** shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

## ARTICLE XI.

11.01 This **Contract** supersedes any and all other agreements, either oral or in writing, between the **Parties** hereto with respect to the subject matter hereof, and no other agreement, statement or promise relating to the subject matter of this agreement which is not contained herein shall be valid or binding.

## **EXHIBIT A**

# Automobile Burglary & Theft Prevention Authority

## Application for State Assistance

### Item 1.

Does this assistance request require state, local, regional, or other priority rating?

Yes  No

If "Yes" please complete

Name of Governing Body:

Priority Rating:

### Item 2.

Does this assistance require state, or local advisory, education, or health clearance?

Yes  No

If "Yes" please complete

Name of Agency or Board:

### Item 3.

Does this assistance request require state, local, regional, or other planning approval? \*

Yes No

If "Yes" please complete

Name of Approving Agency:

A.B.T.P.A.

### Item 4.

Will the assistance requested serve a federal installation?

No

If "Yes" please complete

Name of Federal Installation:

Federal Population Benefiting from Project:

### Item 5.

Will the assistance requested have an impact on the environment?

Yes  No

### Item 6.

Will the assistance requested cause the displacement of individuals, families, businesses or farms?

Yes  No

If "Yes" please complete

Number of Individuals:

Families:

Businesses:

Farms:

### Item 7.

Is there other related assistance on this project (previous, pending, or anticipated)?

Yes  No

If "Yes" Explain:

## Budget Summary

	Budget Categories	ABTPA Funds	Cash Match	In-Kind Match	Total
A	Personnel (Salaries/Overtime)	\$450,375	\$11,112	\$227,352	\$688,839
A	Personnel (Fringe Benefits)	\$0	\$177,743	\$84,409	\$262,152
B	Contractual	\$0	\$0	\$0	\$0
C	Travel	\$2,800	\$4,722	\$0	\$7,522
D	Equipment	\$0	\$33,100	\$0	\$33,100
E	Supplies & Direct Operating Exp.	\$75,539	\$57,649	\$13,014	\$146,202
F	Indirect Costs	\$0	\$0	\$0	\$0
<b>Totals (Sum of 7-8)</b>		<b>\$528,714</b>	<b>\$284,326</b>	<b>\$324,775</b>	<b>\$1,137,815</b>

Source of Match	Amount
Beaumont Police	\$133,994 + \$41,467 Prog. Inc. = \$175,461
Port Arthur Police	\$42,417
Jefferson County S.O.	\$36,127
Hardin County S.O.	\$30,321
<b>Source of Match Total</b>	<b>\$284,326</b>

Program Income	Amount
Cash Match in Travel, Equipment and portions of Supplies and DOE (see narratives below)	\$41,467

Schedule	In Kind Match	Amount
A	Beaumont Police	\$311,761
B		\$0
C		\$0
D		\$0
E	Beaumont Police	\$13,014
<b>In Kind Match Total</b>		<b>\$324,775</b>

## Personnel: 1

Title or Position	% of Salary	ABTPA Funds	Cash Match	In-Kind	Total
Project Director	98.8%	\$94,312	\$1,104	\$0	\$95,416
Task Force Supervisor	0%	\$0	\$0	\$82,628	\$82,628
Crime Prevention Officer	98.6%	\$77,297	\$1,104	\$0	\$78,401
Inspections Officer	98.6%	\$77,297	\$1,104	\$0	\$78,401
Beaumont Police Investigator	0%	\$0	\$0	\$71,330	\$71,330
Beaumont Police Investigator	0%	\$0	\$0	\$73,394	\$73,394
Port Arthur Police Investigator	97.6%	\$72,449	\$1,800	\$0	\$74,249
Hardin County S.O. Investigator	100%	\$53,716	\$0	\$0	\$53,716
Jefferson County S.O. Investigator	100%	\$75,304	\$0	\$0	\$75,304
	%			\$0	\$0
	%			\$0	\$0
	%			\$0	\$0
<b>Total Direct Salaries</b>		<b>\$450,375</b>	<b>\$5,112</b>	<b>\$227,352</b>	<b>\$682,839</b>
<b>Total Requested Amounts</b>					

## Narrative

Project Director: The Director will supervise all operations of the Task Force, oversee fiscal matters relating to the grant, be responsible for the preparation and submittal of all reports required, and insure the proper filing of documentation regarding efforts to meet stated goals. The Project Director will report to a board of directors comprised of the department heads for each of the agencies contributing personnel to the Task Force. The position will be funded with ABTPA funds equaling 98.8%. Clothing allowance, clothing maintenance and all fringe benefits will be cash matched. The Project Director will spend 100% of work hours on auto crime/grant related activities.

Task Force Supervisor: The Supervisor will be responsible for supervising the operations of the Task Force as directed by the Project Director, analyze and disseminate information as trends develop in order to direct efforts of personnel, review reports and make appropriate case assignments, oversee special projects relating to enforcement and covert operations and perform other duties consistent with those listed for the investigators pertaining to case investigation. The Supervisor will hold the rank of Sergeant with the Beaumont Police Department. The salary and benefits for this position are shown as an in-kind match as the position was in place before the Task Force was created. The Task Force Supervisor will spend 100% of work hours on auto crime/grant activities.

Crime Prevention Officer: This officer will prepare and maintain ABTPA Public Awareness Activity Sheets, develop and present crime prevention and awareness programs, conduct media interviews related to Task Force accomplishments and programs, assist Task Force investigators on criminal investigations and covert operations, maintain all surveillance equipment and assist with its use during investigations and covert operations, and conduct follow-up investigations as assigned by the Supervisor or Project Director. This position will be funded with ABTPA funds, equaling 98.6%, with clothing allowance, clothing maintenance, and

**Personnel: 1**

all fringe benefits cash matched. This investigator will spend 100% of the time on auto crime/grant related activities.

Inspections Officer: This officer will coordinate the inspection of salvage dealers and repair shops within the scope of the Task Force's jurisdiction, monitor local auctions where insurance totaled vehicles are sold, coordinate covert sting operations as needed to identify salvage dealers and repair shop owners who are operating illegally, coordinate VTR-68A inspections for our office and conduct follow-up investigations as assigned by the Supervisor or Project Director. This position will be funded with ABTPA funds, equaling 98.6%, with clothing allowance, clothing maintenance, and all fringe benefits cash matched. This investigator will be devoted 100% of the time to auto crime/grant related activities.

Beaumont Police Investigator: This investigator will: conduct investigations on Beaumont Police Department auto related cases as assigned, prepare and present completed cases to the D.A., identify and develop suspects, make recommendations on special projects based on identifiable trends, forward information on suspects and trends to the Crime Prevention Officer, assist with special projects and operations when available and assist with inspections of salvage yards and repair shops as needed. The salary and benefits for this position are shown as an in-kind match as the position was in place before the Task Force was created. This investigator will spend 100% of work hours on auto crime/grant activities.

Beaumont Police Investigator: This investigator will conduct investigations on Beaumont Police Department auto related cases as assigned, prepare and present completed cases to the D.A., identify and develop suspects, make recommendations on special projects based on identifiable trends, forward information on suspects and trends to the Crime Prevention Officer, assist with special projects and operations when available and assist with inspections of salvage yards and repair shops as needed. The salary and benefits for this position are shown as an in-kind match as the position was in place before the Task Force was created. This investigator will spend 100% of work hours on auto crime/grant activities.

Port Arthur Police Investigator: This investigator will conduct investigations on Port Arthur Police Department auto related cases as assigned by that department, prepare and present completed cases to the D.A., identify and develop suspects, make recommendations on special projects based on identifiable trends, forward information on suspects and trends to the Crime Prevention Officer, assist with special projects and operations when available and assist with inspections of salvage yards and repair shops as needed. This position will be funded with ABTPA funds, equaling 97.6%. This investigator will be devoted 100% of the time to auto crime/grant related activities.

Hardin County S.O. Investigator: This investigator will: conduct investigations on Hardin County auto related cases as assigned by that department, prepare and present completed cases to the D.A., identify and develop suspects, make recommendations on special projects based on identifiable trends, forward information on suspects and trends to the Crime Prevention Officer, assist with special projects and operations when available and assist with inspections of salvage yards and repair shops as needed. This position will be funded with ABTPA funds, equaling 100%. This investigator will be devoted 100% of the time to auto crime/grant related activities.

Jefferson County S.O. Investigator: This investigator will conduct investigations on Jefferson County auto related cases as assigned by that department, prepare and present completed cases to the D.A., identify and develop suspects, make recommendations on special projects based on identifiable trends, forward information

**Personnel: 1**

on suspects and trends to the Crime Prevention Officer, assist with special projects and operations when available and assist with inspections of salvage yards and repair shops as needed. This position will be funded ( ) ABTPA funds, equaling 100%. This investigator will be devoted 100% of the time to auto crime/grant related activities.

( )

( )

## Fringe/Overtime

Fringe Benefits	% or \$ Rate	ABTPA Funds	Cash Match	In-Kind	Total
Overtime	47	0	\$6,000	\$0	\$6,000
<b>Total Overtime</b>		<b>0</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$6,000</b>

## Narrative

In order to effectively combat auto related crimes it is often necessary for personnel to work more than their scheduled hours. Without funded overtime, participating agencies will be responsible for paying overtime hours worked and those hours will be listed as cash match.

## 1. Overtime will be used:

- To conduct after hours surveillance on known criminals or suspected crime locations,
- To perform special operations after hours such as "stings", undercover, or bait vehicle activities,
- To complete limited follow-up on investigations that require after hours interviews or investigation
- To present a limited number of public awareness activities that take place outside normal hours of operation , and
- To respond to after hours call outs of investigators to assist with or conduct follow-up on auto crimes.

2. Overtime amount is an estimate based on previous overtime expenditures in recent years. The average overtime rate of investigators is approximately \$47.00 per hour.

**Note: Your Total ABTPA Funds for Fringe Benefits may only be a maximum of 25% of your Total ABTPA Direct Salaries.**

Fringe Benefits	% or \$ Rate	ABTPA Funds	Cash Match	In-Kind	Total
FICA		\$0	\$18,856	\$2,098	\$20,954
Retirement		\$0	\$80,666	\$44,811	\$125,477
Insurance		\$0	\$70,991	\$37,500	\$108,491
Other (Explain)					
Workers Comp		\$0	\$7,139	\$0	\$7,139
Other (Explain)					
Unemployment		\$0	\$91	\$0	\$91
Other (Explain)					
Terminating Pay	Removed	\$0	\$0	\$0	\$0
<b>Total Fringe Benefits</b>		<b>\$0</b>	<b>\$177,743</b>	<b>\$84,409</b>	<b>\$262,152</b>
<b>Total Fringe/Overtime Budget</b>		<b>\$0</b>	<b>\$183,743</b>	<b>\$84,409</b>	<b>\$268,152</b>

## Narrative

Fringe benefits include FICA, retirement withholdings, and health insurance for all four agencies represented by

**Fringe/Overtime**

the Task Force, Workers Comp and TEC figures for Jefferson and Hardin Counties and the City of Port Arthur, Terminating Pay for the Port Arthur investigator. The City of Beaumont withholds FICA at a rate of 1.45% (except for Sgt. Karr who was hired before April 1, 1986 and has no funds withheld for FICA) while the other agencies withhold at 7.65%. Retirement withholdings are taken out at the following rates: City of Beaumont – 20.42%, Jefferson County – 17.6 %, City of Port Arthur – 13.9% and Hardin County – 10.6%. Health insurance is also set by each agency. Worker's Compensation and TEC are not associated with the total expense of Beaumont officers. Workers Comp and TEC are figured together for Jefferson County and the City of Port Arthur at 5% and 3.48% respectively. Hardin County figures Workers Comp at 1.74% and TEC at 0.08%.

Upload additional information:

**Grant Staff Only:**

Check to disable 25% match error check.

**Professional and Contractual Services: 1**

Description of Service	ABTPA Funds	Cash Match	In-Kind Match	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
<b>Total Professional &amp; Contractual Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Briefly describe any anticipated contractual arrangement and work products expected.

Describe basis for arriving at the cost of each line item.

Professional services (such as consultants, trainers, counselors, evaluators, etc.) should be described by type of service, number of hours, rate per hour, and travel costs. No services of this nature are anticipated.

Upload additional information:

Travel: 1

✓ We are following our City / County Travel Policy

## In-State Travel

## Out-of-State Travel

Purpose	Destination	ABTPA	Cash	In-Kind	Total
		Funds	Match	Match	
		\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0
Out-of-State		\$0	\$0	\$0	\$0
Travel Total					
Total Travel		\$2,800	\$4,722	\$0	\$7,522

**8** Briefly describe the applicant's travel policy (i.e., mileage rates and per diem rates). Specify Purposes of each item of travel. Break out costs of each in-state and each out-of-state trip to separately show the specific costs of transportation and per diem.

The City Of Beaumont's Travel Policy provides for mileage expense of \$0.565 per mile for use of personal vehicles and variable maximum federal guideline per diem rates. The regular rate is \$46 and will be used unless otherwise noted. The per diem rate will be utilized for all Task Force members regardless of agency. Mileage expenses for personal vehicle use are not expected. Unless otherwise noted, hotel rates are figured based on \$109 per night, plus 15% tax – totaling (\$125.35) \$126 per night. This figure was used since it has been a common government rate that the ABTPA has secured in the past.

This year it is anticipated, that as in the past, one of the ABTPA Board Meetings will be held in conjunction with the ABTPA Grant Application/Public Awareness workshop and another in conjunction with the annual ABTPA summit. Attendance at the Board Meetings is vital to staying informed of new policies and initiatives. In addition to representing our Task Force and the ABTPA, attending the conference and summit will provide our investigators with updated training, as well as an opportunity to network with other regional vehicle crime investigators.

All travel expenses for the 2016 grant year listed as a cash match will be funded with Program Income provided it is available. If Program Income resources are insufficient to cover expenses Travel will either be paid for by the individual agencies or cancelled.

**9** ABTPA Conference, Board Meeting and Grant Review: Based on four people attending for four days and three nights – including travel time.

Hotel: \$126 x 3 nights x 2 rooms = \$756

Per Diem: \$46/ day x 4 days x 4 = \$736

Based on the regular rate of \$46.00.

Total: \$1,492

• ABTPA Board Meeting: Based on one person attending two meetings. Each trip is figured as an overnight stay and given per diem covering lunch and dinner on the first day, and per diem covering breakfast and lunch on the return day which ends up being one day plus lunch.

Hotel: \$126 x 1 nights = \$126 x 2 meetings = \$252

Per Diem: \$71/day + \$21/lunch = \$ 92 x 2 meetings = \$184

Based on the rate of \$71.00 for the Austin area.

Total: \$436

• ABTPA Grant Application / Public Awareness workshop and Board Meeting: Based on three people attending the Workshop, two Task Force members and a representative from the Finance Office. Task Force members will stay a third night to attend the Board Meeting the following day.

Hotel: \$126 x 3 nights x 2 = \$756

\$126 x 2 nights x 1 = \$252

Per Diem: \$71/day x 3 days x 2 = \$426

~\$71/day x 2 days x 1 = \$142

Based on the rate of \$71.00 for the Austin area.

Total: \$1,576

Organization: Beaumont

2016-T01-City of -00002

- TAVTI conference in South Padre, TX: Based on five persons attending for six days and five nights – including travel time. Registration is addressed in Schedule E.

tel: \$126 x 5 nights x 3 = \$1,890

Per Diem: \$56/ day x 6 days x 5 = \$1,680

Total: \$3,570

- Auto Theft Specialized Part II: Based on two persons attending for four days including travel. Lodging is provided.

Hotel: provided \$ 0

Per Diem: \$56/day x4 days x 2 = \$448

Based on the rate of \$56.00 for the Fort Worth area.

Total: \$448

Upload additional information:



## Equipment: 1

Equipment Name or Description and Quantity (Do not List Brand Names)	ABTPA Funds	Cash Match	In-Kind Match	Total
1/2 Ton 4-Door 4x4 Truck	\$0	\$33,100		\$33,100
<b>Total Equipment Purchases</b>	<b>\$0</b>	<b>\$33,100</b>	<b>\$0</b>	<b>\$33.100</b>

**Briefly describe the use of equipment and the cost of each line item.**

Program Income will be used for Cash Match on all equipment. Replaced vehicles will be disposed of by City of Beaumont policy with all compensation going to Program Income. Estimates on vehicles are based on current State of Texas Term Contract and may be subject to increase on next model year. Any additional funds required will be provided through Program Income as additional cash match.

Vehicle – full size 4-door 4X4 truck Cost: \$ 33,100

Full size 4-door 4X4 truck will be driven by investigator for surveillance and investigative purposes within the project area, used to tow trailers seized or used by the Task Force and driven out of town for approved investigations, ABTPA events and training. This vehicle will replace a 2010 Chevrolet Tahoe that was wrecked and will be assigned to the Hardin County Investigator. Due to the rural nature of his primary area of responsibility, the truck needs to be capable of reaching off-road locations.

Upload additional information:

## Supplies and DOE: 1

Directly Charged Supplies and Other Operating Expenses	ABTPA Funds	Cash Match	In-Kind Match	Total
Office Lease	\$47,850			\$47,850
Office and Field Supplies	\$843	\$3,157		\$4,000
Office Maintenance	\$3,000			\$3,000
Office Utilities	\$5,500			\$5,500
Office Phone Service	\$5,640			\$5,640
Public Awareness Advertising	\$9,000			\$9,000
Monitoring Fees	\$1,220			\$1,220
Bait and Tracking Air Time	\$1,440			\$1,440
Cell Phone Service		\$6,180		\$6,180
Vehicle Insurance	\$1,046			\$1,046
Postage		\$50		\$50
Registration Fees - TAVTI Conference		\$750		\$750
Vehicle Lease			\$7,200	\$7,200
Fuel and Vehicle Maintenance		\$46,512	\$5,814	\$52,326
Confidential Funds		\$1,000		\$1,000.00
<b>Total Supplies and Direct Operating Expenses</b>	<b>\$75,539</b>	<b>\$57,649</b>	<b>\$13,014</b>	<b>\$146,202</b>

Briefly describe the basis for arriving at the cost of each line item and the use of each other item.

Office Lease Cost: \$52,650

The cost is for office space for investigators and warehouse space to house the Task Force's vehicle lift and storage of seized property. Price based on current payments of \$3,987.50 per month.

Office & Field Supplies Cost: \$4,000

These funds are used to purchase office supplies such as copy and photo paper, storage media, copier and fax toner, ink cartridges, presentation / binding materials, etc. They also cover field supplies such as hand cleaner, paper towels, degreaser, paint, paint stripper, sanding material, acid restoration materials, disposable gloves, etc as well as expendable items such as flashlight batteries and task force work shirts. The cost is based on an estimate using current year expenditures. Cash Match portions on this item will come from Project Income.

Office Maintenance Cost: \$3,000

The cost of cleaning and maintaining the office and warehouse is based on the current price of \$250 per month.

Office Utilities Cost: \$5,500

The cost is an estimate based on the electricity and water bills over the previous 12 months.

Office Phone Service Cost: \$ 5,640

Office phone service is made up of two charges. The first charge is for the cost of office phones. Office phone expense for the year is estimated at \$3,600. This amount is based on the phone bills for the last twelve months. The second cost is for a data line for communication with city and county computers. Cost for the data line has been a recurring charge of \$170 per month, for a yearly cost of \$2,040.

Public Awareness – Advertising Cost: \$9,000

**Supplies and DOE: 1**

In order to increase public awareness the task force maintains one highway billboard sign. The sign is periodically moved to different locations within the project area providing the coverage area with a constant reminder to be wary of auto thieves and burglars. Depending on the location of its placement the sign generates an estimated 800,000 to 1.8 million impressions per month. The monthly cost of displaying the sign is \$500 per month. The task force also maintains a kiosk display at one of the area malls at a rate of \$250 per month. The kiosk features a television that plays a continuous loop video warning the public of the risks associated with leaving keys or valuables in their vehicle. The kiosk also features a static display of items associated with auto related crimes along with posters, signs and other material focused on prevention of these crimes. The kiosk is estimated to create approximately 10,000 impressions a day based on Mall attendance.

**Monitoring Fee Cost: \$1,220**

Bait vehicle system requires call center monitoring at an annual rate of \$1,220. Cost is based on current charge for the same service.

**Bait and Tracking Air Time Cost: \$1,440**

The Task Force bait vehicle system requires monthly GPRS communication (air time), which costs \$40 per month. The Task Force also currently operates a web based camera system and tracker that each require air time. At This rate the three devices lead to a yearly total of \$1,440.

**Cellular Phone Service Cost: \$6,180**

Service cost is based upon the current agency allowance prices for phones. The current rates are Beaumont Police-\$50 per month, Port Arthur Police-\$40 per month, Jefferson County-\$75 per month and Hardin County-\$100 per month. There are six Beaumont officers, one Port Arthur officer, one Jefferson County deputy and one Hardin County deputy.

**Vehicle Insurance Cost: \$1,046**

This is the unit cost paid by Hardin County for insurance on the vehicle driven by their investigator. Each of the other participating agencies is self insured and provides their own coverage.

**Postage Cost: \$50**

These funds are used to pay fees from the US Postal Service and other delivery services such as UPS for transmittal of documents and packages. Many of our required reports to ABTPA are time sensitive and occasionally have to be sent with priority delivery. The cost is estimated based on sending four mailings to ABTPA at \$7.12 each and one mailing with priority delivery at \$22 each – totaling \$50.00. Cash Match portions on this item will come from Project Income.

**TAVTI Conference Registration Cost: \$750**

The registration fee for the annual Conference put on by the Texas Association of Auto Theft Investigators is \$150 per attendee. Total cost is based on five officers attending. Cash Match portions on this item will come from Project Income.

**Vehicle Lease Cost: \$7,200**

The cost of vehicle lease is figured for one vehicle at \$600/month or \$7200/year based upon the estimate from a local dealer operating a statewide leasing program to law enforcement agencies. The Beaumont Police

Organization: Beaumont

2016-T01-City of -00002

**Supplies and DOE: 1**

Department is currently providing one vehicle for investigators. Because the provision of this vehicle was previously budgeted by the Beaumont Police Department, its cost is shown as an in-kind match.

**Fuel, Oil, & Maintenance Cost: \$52,326**

Fuel costs are estimated based on 18,000 miles per year, 14 miles per gallon x \$2.50 per gallon, totaling \$3,214 per vehicle per year. Oil changes and other maintenance costs are estimated at \$2,600 per vehicle per year for expendables such as tires, brakes, shocks, as well as other needed repairs. This amount is based on the current average yearly maintenance costs for the same vehicles. Adding the fuel and maintenance costs give an average cost per vehicle of \$5,814 per year x 9 vehicles, which totals \$52,326. The \$5,814 shown for one of the budgeted vehicles from the Beaumont Police Department is listed as an in-kind match, while the \$46,512 for the remaining eight vehicles used by the Task Force is shown as a cash match.

**Confidential Funds Cost: \$1,000**

This is the estimated amount needed for undercover purchases and operations. It is shown as a cash match and will be funded with Program Income funds.

Upload additional information:



## Indirect Cost

	ABTPA Funds	Cash Match	In-Kind Match	Total
Indirect Costs				\$0
<b>Total Indirect Costs</b>				<b>\$0</b>

Currently ABTPA does not fund indirect costs, except for the Council of Government agencies. Applicants may not use option (A) without having an official cost allocation plan developed in accordance with OMB Circular No. A-87. The amount may be entered as ABTPA funds or cash match for those applicants having such an approved plan.

**Problem Statement & Historical Information**

a. Provide an assessment of the auto theft and burglary problem in the areas of coverage and existing activities that address the problem. Identify the target population and the geographical target area.

The Task Force provides a multi-agency effort to reduce auto related crimes within Jefferson, Orange, Hardin and Jasper Counties. The counties have a combined population of 432,103 with more than half of the residents living in Jefferson County. The Task Force is staffed with personnel from the Beaumont and Port Arthur Police Departments and the Jefferson and Hardin County Sheriff's Offices.

According to TxDOT there are 409,169 vehicles registered in the four counties in 2014. As with population, more than half were in Jefferson County which is primarily urban and suburban areas. Orange County accounts for more than one fifth of the total and is primarily suburban and rural in nature. Jasper and Hardin Counties split the remaining vehicles registered and are markedly more rural with most areas being heavily wooded.

The Task force has been actively combating auto thefts since it was formed. Through thorough investigation, development of suspects, crime prevention awareness and education along with the use of surveillance, covert patrol, bait vehicle operations and the inspection of salvage operations and repair shops Task Force personnel have done their best to impact auto related crimes.

Despite these efforts, auto related crimes continue to be a major problem with a significant economic impact. There were still nearly 800 vehicles stolen and more than 2000 vehicles burglarized in 2014 within the project area.

b. Describe the extent to which this project will duplicate or overlap existing activities, and why that (if any) is necessary.

There are no other auto crime task forces or projects within the stated coverage area. As such, this project will not duplicate any other ABTPA grant funded activities. Four of the twenty-one agencies in the covered counties directly participate in the program including the three largest, the Beaumont Police Department, Jefferson County Sheriff's Office and Port Arthur Police Department. For perspective in 2014 the four agencies represented in the Task Force accounted for 58% of reported UUMVs and 71% of reported BMVs within the coverage area. The largest agency and primary recipient of grant funds accounted for 28% of reported UUMVs and 50% of reported BMVs during that same period.

c. Describe and document trends of the problem and the need that makes this grant necessary.

Despite a steady decline in auto thefts since 1993, the crime continues to have a significant impact on the local economy. A decreased sense of security and increased insurance premiums are two areas directly affected by auto crimes.

Unfortunately many stolen vehicles are not recovered; some are leaving the area; others are sold for scrap. Increased value of recycled metal has forced us to look more closely at the industry.

With a large number of recyclers in the area, considerable time must be devoted to dealing with

**Problem Statement & Historical Information**

these businesses and coordinating with other law enforcement and regulatory agencies.

While fewer vehicles are stolen, the percentage taken with keys left in them seems to continually rise. Public awareness and education are the best tools to impact this problem and are the same tools used to combat auto burglaries. Our efforts to increase awareness and education must be sustained, fortified and improved.

Auto burglaries and thefts are still significant problems that require an organized response that is preemptive as well as responsive. By investigating reported crime, developing suspects, arresting and prosecuting offenders, together with innovative public awareness and education initiatives, creative bait and covert operations and tenacious attention to scrap yards, salvage operators and repair shops the Task Force can impact auto related crimes in a positive way.

d. Using the spreadsheet below, provide accurate statistical data for problem in project area. (e.g. cite 3 years of UCR data) Please provide all data that is available for your agency or agencies:

**Vehicle Theft Data**

	Year 1	Year 2	Year 3
	2012	2013	2014
Number of Stolen Vehicles	848	804	782
Number of Recovered Vehicles	246	147	99
Number of Arrests	109	59	62
Number of Auto Theft Training Classes	1	1	1
Number of (other)			

**Theft from a Motor Vehicle Data**

	Year 1	Year 2	Year 3
	2012	2013	2014
Number of Burglaries of a Vehicle	2376	2590	2180
Number of Recovered Items	27	5	2
Number of Arrests	13	7	12
Number of (other)			
Number of (other)			

**Other Motor Vehicle Crimes**

	Year 1	Year 2	Year 3
	2012	2013	2014
68A Inspections	174	808	1070
Salvage Inspections	34	31	23
Number of Stolen Vehicle Inquiries	2478	2980	1918
Number of (other) Repair Shop Inspections	76	80	55

Organization: Beaumont

**Automobile Burglary & Theft Prevention Authority****Proposed Objectives**

2016-T01-City of -00002

Select the standard goal and describe the specific objectives of the project. Include any quantifiable data by which activities measure.

**Auto Theft Goal**

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.  
N/A

**Auto Burglary Goal**

GOAL 2: REDUCE THE INCIDENT OF THEFT FROM A MOTOR VEHICLE.  
N/A

**Public Awareness Goal**

GOAL 3: PUBLIC AWARENESS METHODS USED TO EDUCATE THE CITIZENS OF TEXAS AND TRAINING OF QUALIFIED PERSONNEL IN THE DETECTION AND PREVENTION OF AUTO BURGLARY & THEFT.  
N/A

**Grantee Goals****Grantee Goals**

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.  
N/A

**Grantee Goals**

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.  
N/A

**Grantee Goals**

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.  
N/A

**Grantee Goals**

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.  
N/A

**b. Describe how the project will impact the stated problem.**

The project will impact the stated problem by providing specific activities aimed at the reduction and prevention of auto related crimes.

- Public awareness and crime prevention activities including billboard advertising are meant to educate the public about how to prevent crime. These efforts should make the public more wary of criminals and less likely to be victimized.
- Public awareness presentations are also designed to educate the public on the prevention of crime as well as to identify for them ways in which they can assist law enforcement in combating these crimes.
- The Task Force website and Facebook page will continue to make the Task Force more accessible to the public and aid in the dissemination information on auto theft and burglary prevention.
- Bait, surveillance and sting operations aim to apprehend criminals in the act and provide for effective prosecution of those arrested.
- Conducting salvage and repair inspections will educate those operating in these areas and encourage them to obey related laws. These inspections are also likely to lead to the location of stolen property and in turn to development of suspects, arrests and prosecution of criminals.
- Utilizing the Task Force license plate reader will directly lead to the locating of stolen vehicles, suspects and

Organization: Beaumont

2016-T01-City of -00002

leads related to the theft.

- Actively participating in information sharing will lead to the identification of trends and areas to be targeted as well as possible suspects and leads that otherwise may have gone undiscovered.
- Mailings sent to victims of auto crimes that have been inactivated will use promotional material to inform them of ways to avoid being victimized in the future as well as provide one final request for leads.
- Sweeps of locations commonly used as dumping sites for stolen vehicles such as canals, canal banks, trails, alleys and wooded areas lead directly to the recovery of stolen vehicles and dissuade criminals from using the area for such purposes.

**c. Describe proposed plan for auto theft crime prevention, education and training.**

Crime prevention and training can be broken down into efforts to educate the public through media, efforts to educate the public through direct contact and the training of law enforcement personnel. The Task Force's Public Awareness Officer will direct Task Force efforts to impact these three areas. He will act as liaison to members of the press and will actively seek opportunities to spread the Task Force's crime prevention message; he will energetically pursue opportunities to reach the public through speaking engagements and personal appearances at community events; and he will enthusiastically teach law enforcement officers to hone their skills with regard to recognizing stolen vehicles, trailers, boats and heavy equipment. The Task Force will also maintain the [www.watchyourcars.com](http://www.watchyourcars.com) website, the Task Force Facebook page, a highway billboard displaying an ABTPA endorsed sign and an informational display at a local mall.

### Functions of Proposed Project

functions of the project should:

Identify the service needs to be met by the project and the applicant's experience or qualifications.

Describe how this project will cooperate/coordinate activities with other appropriate agencies/projects.

Describe in what way (if any) is this project innovative and what methods taken to assure that the project demonstrates cross-cultural awareness in all project activities and in its staffing and training.

The public relies on police for investigation of crimes, identification and arrest of suspects, and crime prevention. Through investigation, surveillance, bait and sting operations combined with public awareness and education this task force provides these services as they relate to auto crimes within the stated service area. Task Force investigators are specifically responsible for investigating auto related crimes reported to the participating agencies, but will also investigate or assist with the investigation of any of these crimes upon the request of other agencies within the project area. The Task Force also provides the primary resource for VTR68-A inspections within the four county coverage area as well as to numerous surrounding counties. Further, public awareness efforts and law enforcement training target the entire grant coverage area.

In addition to the services provided directly to the public, the Task Force regularly provides assistance to local law enforcement agencies, insurance investigators and DMV and TxDOT personnel. Whether assisting arson investigators identifying burned vehicles, inspecting vehicles with suspicious looking VINs for patrol officers or helping other detectives serve warrants on crossover investigations, Task Force Investigators are always happy to lend their expertise and give their support.

Task Force has been on the leading edge of the fight against auto related crimes since its inception being one of the first to host a comprehensive web site and to have a Facebook page. The Task Force embraces training and strives to give every member of the community fair and culturally sensitive service. Additionally, most information disseminated is provided in a multilingual format. Further, project activities are based on problems identified through thorough analysis allowing for easy recognition of culturally sensitive issues.

## Evaluation Design

The program evaluation should indicate how the applicant will assess the success of the project and the extent to which the strategy achieved the project's goals and objectives.

**a. Describe the design of a plan for local evaluation of this project.**

The local evaluation process establishes accountability and measurement of progress through collection of data and information throughout the chain of command. Investigators are required to keep activity logs and submit monthly reports to the Project Director. In addition to these reports the Task Force's Public Awareness Officer submits a monthly Activity Report to the Project Director for review while the Inspections Officer submits detailed reports on all salvage and repair shop inspections. The Task Force Supervisor reviews cases and monitors the activities of investigators. The Project Director maintains records of all activity and spending and reports periodically to the Task Force's Board of Directors, which is comprised of the department heads of the participating agencies.

**b. Cite relevant data that will be used to measure the effectiveness of this project.**

UCR data for all agencies within the project area will be closely monitored to determine the overall impact of Task Force efforts. Personal activity logs and specific reports will be maintained to log progress on stated objectives. These include information detailing such things as the number of bait operations, inspections and public awareness initiatives performed. They will also record other items like arrests made, cases filed and vehicles recovered.

**c. Describe the mechanism to evaluate the programs progress.**

Progress of the program will be evaluated monthly. Each investigator will complete a monthly report based on ABTPA reporting categories and the specific objectives of this grant. Each report will be accompanied by documentation supporting the information given. The Project Director will then compile that information into the monthly Progress Report submitted to the ABTPA. The Project Director will also periodically report on the programs progress to the Task Force Board of Directors.

## Designation of Grant Officials

Project Title:	Southeast Texas Auto Theft Task Force
Organization Name	Beaumont
Address	PO Box 3827 Beaumont, TX 77704 Phone: (409) 654-3600 Fax: (409) 842-2835
Federal Tax ID	17460002789000
ABTPA Funds Requested	\$796,162
New ✓ Continuation	
<b>Project Director</b>	
Prefix	Mr. First Name: George C. (Chris) Last Name: Schuldt
Title	Lieutenant Business Address: 2430 W. Cardinal Dr. Suite C
City	Beaumont State: Texas Zip: 77705
Phone	4096543600 Fax: (409) 842-2835 E-Mail: gcschuldt@gmail.com
Alternate Signature	Name Chris Schuldt Phone 4096543600
<b>Project Manager</b>	
Prefix	Mr. First Name: Kenneth Last Name: Karr
Title	Sergeant Business Address 2340 W. Cardinal Dr. Suite C
City	Beaumont State Texas Zip 77705
Phone	4097304450 Fax: (409) 842-2835 E-Mail: kkarr@ci.beaumont.tx.us
Alternate Signature	Name Ken Karr Phone 4097304450
<b>Financial Officer</b>	
Prefix	Ms. First Name Laura Last Name Clark
Title	Chief Financial Officer Business Address P.O. Box 3827
City	Beaumont State Texas Zip 77704
Phone	(409) 880-3789 Fax (409) 880-3132 E-Mail lclark@ci.beaumont.tx.us
Alternate Signature	Name Phone
<b>Authorized Official</b>	
Prefix	Mr. First Name Kyle Last Name Hayes
Title	City Manager Business Address P.O. Box 3827
City	Beaumont State Texas Zip 77704
Phone	(409) 880-3708 Fax (409) 880-3112 E-Mail khayes@ci.beaumont.tx.us
Alternate Signature	Name Phone

**Americans w/ Disabilities Act (ADA)**

Grantee hereby assures and certifies compliance with Subchapter II, Part A of the Americans with Disabilities Act (ADA), 42 U.S.C., Sections 12131-12134, and Department of Justice ADA regulations, 28 CFR Part 35.

I have read and understood the instructions provided.

**Non-Supplanting Certification**

I certify that the programs proposed in this application meet all the requirements of the Texas Civil Statutes, Article 4413(32a), §6(a)(7), (a) Texas Civil Statutes, Article 4413(32a), §6(a)(7), requires that state funds provided by this Act shall not be used to supplant state or local funds. Public Law 98-473 requires that federal funds provided by that Act shall not be used to supplant state or local funds.

I further certify that ABTPA funds have not been used to replace state or local funds that would have been available in the absence of ABTPA funds. The certification shall be incorporated in each grantee's report of expenditure and status of funds referred to under §57.3(6) of this title (relating to Adoption by Reference).

- ✓ I have read and understood the instructions provided.

( )

( )

**Compliances**

attached digest of your grant application represents the Automobile Burglary & Theft Prevention Authority Board's approved amount. The digest represents budgeted amounts only and does not approve any items that conflict with the participating agency's personnel, procurement, travel, or local government code policies and procedures.

The grantee will be responsible in determining that the following requirements are being met prior to the release of funds:

1. Salaries are in accordance with local policy of the participating agencies.
2. Personnel are classified in accordance with the needed qualification for the position.
3. Fringe Benefits are in accordance with local policy of the participating agencies.
4. Travel Policy is in accordance with the travel policy of the participating agencies.

I have read and understand the instructions provided.

**Equal Employment Opportunities (EEO)**

Agencies that employ fewer than 50 people are not required to file an equal opportunity program in accordance with 28 CFR 42.301 et seq., Subpart E.

Agencies that employ 50 or more people and has received or applied to the Automobile Burglary & Theft Prevention Authority for total funds in excess of \$25,000 are considered to have formulated an equal employment opportunity program in accordance with 28 CFR 42.301 et seq.

This agency employs fewer than 50 people.

No  Yes

If yes above, please provide the office of record.

**Name**

**Title**

**Address**

**City**

**State**

**Zip Code**

**Assurances****SURANCES CERTIFICATION**

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary & Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Automobile Burglary & Theft Prevent Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

✓ I have read and understand the instructions provided.



## Independent Annual Audit Certification

The grantee assures compliance by itself and its applicable sub-recipients (contractors) with the Single Audit Act Amendments of 1996, P.L. 104 - 156 and, particularly, with the requirements of OMB Circular A-133 as follows (check one):

1. Grant(s) expenditures of \$300,000 or more in federal funds-  
An annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.
- ✓ 2. Grant(s) expenditures of \$300,000 or more in state funds-  
An annual single audit by an independent auditor made in accordance with the Uniform Grant and Contract Management Standards (UGCMS).
3. Grant(s) expenditures of less than \$300,000 in federal funds-  
Exempt from the Single Audit Act. However, ABTPA may require a limited scope audit as defined in OMB Circular A-133.
4. Grant(s) expenditures less than \$300,000 but \$50,000 or more in state funds. A program-specific audit.
5. Grant(s) expenditures less than a total of \$50,000 in state funds-  
Financial Statements audited in accordance with Generally Accepted Audited Standards (GAAS).

**NOTE:** Grantees exempt from the Single Audit Act requirements (i.e. those expending less than \$300,000 in total federal financial assistance) are prohibited from charging the cost of a Single Audit to a Federal award.

Regardless of items checked above, the grantee should, within 60 days following the date of the grant award, furnish the following information:

1. The identity of the organization conducting the audit.
2. Approximate time audit will be conducted.
3. Audit coverage to be provided.



**Automobile Burglary and Theft Prevention Authority**  
**Fiscal Year 2016 Goals, Strategies, and Activities**  
**Submission Form**

Submission Date:	12-May-15
Organization:	City of Beaumont
Mailing Address:	P.O. Box 3827 Beaumont, TX 77704
Title of Project:	Southeast Texas Auto Theft Task Force
Contact Person:	Lt. Chris Schultdt
Phone Number:	(409) 654-3600
Email Address:	gcschuldt@gmail.com

ID	Requirement	Reportable Measure
1.1.17	Increase the recovery rate of stolen motor vehicles	Report the number of vehicles recovered above the previous year total
1.1.18	Increase the clearance rate of motor vehicle thefts	Report the number of motor vehicle theft cases cleared above the previous year total
1.1.19	Increase the number of persons arrested for motor vehicle theft	Report the number of persons arrested for motor vehicle theft above the previous year total
<b>Narrative</b>		
1.1.20	Each month Task Force investigators submit a monthly report detailing the number of cases involving motor vehicle theft that they are assigned to investigate, the number of arrests made in relation to those cases, the number of cases filed, cleared, unfounded and inactivated. Yearly totals are compiled using these reports. Personnel only count cases that they are personally assigned and arrests that they are involved in making. Also, each month UCR stats are collected from each agency within the Task Force coverage area. This is the	
2.1.12	Increase the clearance rate of motor vehicle burglaries	Report the number of burglary cases cleared above the previous year total
2.1.13	Increase the number of persons arrested for motor vehicle burglary	Report the number of persons arrested for burglary above the previous year total
<b>Narrative</b>		
2.1.14	As with motor vehicle theft cases, burglary of motor vehicle cases are currently tracked along with dispositions as are arrests affected in relation to the cases with the same monthly report. Yearly totals are compiled using these reports. Along with the UCR stats that are collected from each agency within the Task Force coverage area for motor vehicle theft, stats for the number of BMVs are also obtained. Task Force personnel began collecting these stats when the ABTPA was tasked with the reduction of auto burglaries some years back. As with motor vehicle theft they provide a benchmark from which progress can be noted.	

ID	Goal 1		
	1. REDUCE THE INCIDENCE OF MOTOR VEHICLE THEFT THROUGH ENFORCEMENT STRATEGIES.		
Strategy 1			
1.1	1.1. Conduct Activities that Result in the Arrest, Clearance, and Recoveries of Motor Vehicle Theft		
	Activity	Measure	Target
1.1.1	Identify groups of auto theft offenders through intelligence gathering, crime analysis and the use of informants	Number of groups identified	3
1.1.2	Identify and document/record prolific motor vehicle theft offenders [Prolific is defined as “linked to MVT offenses three or more times”]	Number identified/documentated offenders	3
1.1.3	Collaborate with the District Attorneys’ offices regarding sentencing, case packets or addressing repeat offenders	Number of times collaborated	24
1.1.4	Conduct salvage yard inspections	Number of salvage yard inspections	30
1.1.5	Conduct repair shop/recycling center/used car dealership inspections	Number of businesses inspected	75
1.1.6	Conduct bait vehicle operations that target motor vehicle theft offenders	Number of bait vehicle deployments	18
1.1.7	Deploy license plate readers (LPR)	Number of times LPR deployed	12
1.1.8	Respond to license plate reader (LPR) alert notifications	Number of times responded to LPR alert notification	
1.1.9	Conduct covert operations targeting motor vehicle theft offenders	Number of covert operations	4
1.1.10	Conduct Bridge/Port Operations	Number of operations	
1.1.11	Conduct warrant “round-up” operations targeting auto crimes offenders, including those wanted for motor vehicle thefts, vehicle burglaries and the theft of vehicle parts	Number of operations	2
Applicant Unique Activity			
	Activity	Measure	Target
1.1.12			
1.1.13			
1.1.14			
1.1.15			
1.1.16			
Narrative			

ID

**Goal 1****1. REDUCE THE INCIDENCE OF MOTOR VEHICLE THEFT THROUGH ENFORCEMENT STRATEGIES.****Strategy 1****1.1. Conduct Activities that Result in the Arrest, Clearance, and Recoveries of Motor Vehicle Theft**

Task Force investigators routinely identify individuals and groups linked to auto crimes. An offender database will be maintained and continually updated. Investigators will identify no less than three individuals classified as prolific offenders and three groups with multiple offenders working together. The Task Force does own and operate an LPR system that is used to search for stolen vehicles. The system, however, is getting old and is no longer under warranty. Therefore Task Force personnel will deploy the reader on a minimum of twelve times (ideally at least once a month) provided it is available. If it is not available personnel are able to use a system belonging to one of the participating agencies. Task Force personnel will collaborate with District Attorneys' offices on average of twice monthly for a yearly total of twenty-four times to promote a good working relationship, ensure that cases are well suited to the prosecutors needs and to make prosecutors aware of significant issues such as a history of repeat offenses. By conducting inspections of salvage yards, repair shops and recycling centers investigators hope to proactively uncover criminal activity and stolen property related to auto crimes. Inspections also serve to dissuade criminal activity by limiting the opportunities available to criminals. Task Force personnel will conduct thirty salvage inspections and seventy five repair shop/recycling center/used car dealership inspections throughout the year. Bait operations are another proactive means to identify criminals and gather evidence for their prosecution. Each bait operation is typically set up to target both motor vehicle theft and theft from a motor vehicle, but occasionally may be tailored specifically to target one or the other. Task Force personnel will conduct at least eighteen bait operations during the year targeting motor vehicle theft. Each operation targeting both MVT and BMV will be counted in both categories. Any operations targeting just one category will be counted only in that category. Other covert operations targeting MVT are not uncommon, but are opportunity based. Task Force members will ensure that at least four of these operations will be conducted for the year. Warrant "roundup" operations will be conducted twice yearly. Investigators will develop a list of outstanding warrants for auto related crimes or other crimes committed by prolific auto crimes offenders and designate a time where manpower will be devoted to serving them.

1.1.17

ID

**Goal 1**REDUCE THE INCIDENCE OF MOTOR VEHICLE THEFT THROUGH ENFORCEMENT  
STRATEGIES.**Strategy 2****1.2 Conduct Collaborative Efforts that Result In Reduction of Incidents of Motor Vehicle Theft**

	<b>Activity</b>	<b>Measure</b>	<b>Target</b>
1.2.1	Provide Agency Assists	Number of agency assists	120
1.2.2	Collaborate with law enforcement units responsible for gateway crimes involved with motor vehicle theft investigations	Number of times collaborated	12
1.2.3	Collaborate with agencies/organizations that assist in the reduction of motor vehicle thefts	Number of times collaborated	12
1.2.4	Collaborate on investigations regarding stolen parts and other property	Number of cases investigated	12
1.2.5	Conduct intelligence information-sharing	Number of intelligence meetings attended; crime analysis bulletins disseminated	52
<b>Applicant Unique Activity</b>			
1.2.6			
1.2.7			
1.2.8			
1.2.9			
1.2.10			

**Narrative**

Task Force members regularly provide assistance to other agencies locally, across the state and beyond which strengthens ties and promotes a collaborative effort to curb criminal activity. Investigators will attempt to ensure that at least ten per month are accomplished for a yearly total of 120. In furtherance of this endeavor to use a team approach to impacting crime, members will also collaborate with law enforcement units responsible for investigation of gateway crimes, agencies/organizations that assist in the reduction of motor vehicle thefts at least on a monthly basis for a yearly total of twelve times. Investigators will also collaborate on investigations involving stolen parts or other property at least twelve times during the year. Intelligence information sharing will be conducted on a weekly basis for a minimum of fifty-two times per year. This will be accomplished by attending shift briefings of local agencies, disseminating bulletins, attending intelligence sharing meetings and like activities.

1.2.11

ID	<b>Goal 1</b> <b>REDUCE THE INCIDENCE OF MOTOR VEHICLE THEFT THROUGH ENFORCEMENT</b>		
1	<b>STRATEGIES.</b>		
	<b>Strategy 3</b>		
1.3	<b>Prevent and Reduce the Incidence of Motor Vehicle Related Fraud Activities</b>		
	<b>Activity</b>	<b>Measure</b>	<b>Target</b>
1.3.1	Collaborate with agencies relating to investigation and enforcement of vehicle insurance fraud	Number of collaborations	12
1.3.2	Conduct insurance fraud investigations	Number of insurance fraud cases	
1.3.3	Conduct 68(A) inspections and VIN verification inspections	Number of inspections	600
1.3.4	Conduct vehicle title fraud investigations	Number of vehicle title fraud cases	
1.3.5	Coordinate with TxDMV/Tax Offices relating to investigation and enforcement of fraudulent titles and registration of stolen vehicles	Number of collaborations	6
	<b>Applicant Unique Activity</b>		
	<b>Activity</b>	<b>Measure</b>	<b>Target</b>
1.3.6			
1.3.7			
1.3.8			
1.3.9			
1.3.10			
	<b>Narrative</b>		
1.3.11	<p>While the Task Force does not currently investigate fraud related crime as a primary function, investigators do regularly assist with those type cases. Investigators will collaborate with agencies investigating vehicle insurance fraud at a minimum of twelve times during the year. Investigators will also coordinate with TxDMV/local tax offices a minimum of six times during the year with regard to fraudulent titles and registration of stolen vehicles. Currently investigators conduct approximately 100 68(A)/VIN verification inspections a month. It is impossible to project however how long the overwhelming demand for these inspections will continue. With that in mind, investigators will perform at a minimum fifty inspections per month for a yearly total of at least 600.</p>		

ID	Goal 2		
2	REDUCE THE INCIDENCE OF THEFT FROM MOTOR VEHICLES THROUGH ENFORCEMENT STRATEGIES.		
2.1	<b>Strategy 1</b> <b>Conduct Activities that Result in the Arrest, Clearance, and Recoveries of Burglary of Motor Vehicles and Theft of Vehicle Parts and Accessories</b>		
	Activity	Measure	Target
2.1.1	Conduct bait vehicle operations that target vehicle burglary offenders	Number of bait vehicle burglary deployments	18
2.1.2	Identify prolific BMV offenders through informants and intelligence [Prolific is defined as "linked to BMV and theft of vehicle parts and accessories offenses three or more times"]	Number of offenders identified	6
2.1.3	Conduct Bridge/Port operations	Number of bridge surveillance operations	
2.1.4	Conduct salvage yard/repair shop/metal recyclers and resale location inspections	Number of business inspections	30
2.1.5	Conduct warrant "round-up" operations targeting auto crimes offenders, including those wanted for motor vehicle thefts, vehicle burglaries and the theft of vehicle parts	Number of "round up" operations	2
	Applicant Unique Activity		
	Activity	Measure	Target
2.1.6			
2.1.7			
2.1.8			
2.1.9			
2.1.10			
	Narrative		
2.1.11	<p>Bait operations targetting BMVs will be conducted at least 18 times during the year. As noted in Goal 1, most bait operations are designed to target both MVTs and BMVs. Any operation targetting both will be counted in both places. Ocasionally operations are designed targetting one or the other. They will be counted in only the catagory that is appropriate. Warrant "round up" operations are also typically inclusive of MVTs and BMVs. The Task Force will conduct at least two of these operations during the year. Task Force investigators routinely identify individuals and groups linked to auto crimes. An offender database will be maintained and continually updated. Investigators will identify no less than six individuals classified as prolific offenders. By conducting inspections of salvage yards, repair shops and recycling centers investigators hope to proactively uncover criminal activity and stolen property related to auto crimes. Inspections also serve to disuade criminal activity by limiting the oportunities available to criminals. Task Force personnel will conduct thirty of salvage inspections throughout the year.</p>		

ID	<b>Goal 2</b> REDUCE THE INCIDENCE OF THEFT FROM MOTOR VEHICLES THROUGH ENFORCEMENT STRATEGIES.																	
2	<b>Strategy 2</b> Conduct Collaborative Efforts that Result in the Reduction of Incidents of Theft From a Motor Vehicle																	
2.2	<table border="1"> <thead> <tr> <th>Activity</th><th>Measure</th><th>Target</th></tr> </thead> <tbody> <tr> <td>Provide Agency Assists</td><td>Number of agency assists</td><td>120</td></tr> <tr> <td>Collaborate on investigations with law enforcement units responsible for gateway crimes involving theft from a motor vehicle</td><td>Number of times collaborated</td><td>12</td></tr> <tr> <td>Collaborate with agencies/organizations that assist in the reduction of thefts from a motor vehicle</td><td>Number of times collaborated</td><td>12</td></tr> <tr> <td>Investigate cases regarding stolen parts and other property</td><td>Number of cases investigated</td><td>120</td></tr> </tbody> </table>			Activity	Measure	Target	Provide Agency Assists	Number of agency assists	120	Collaborate on investigations with law enforcement units responsible for gateway crimes involving theft from a motor vehicle	Number of times collaborated	12	Collaborate with agencies/organizations that assist in the reduction of thefts from a motor vehicle	Number of times collaborated	12	Investigate cases regarding stolen parts and other property	Number of cases investigated	120
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Collaborate with agencies/organizations that assist in the reduction of thefts from a motor vehicle	Number of times collaborated	12																
Investigate cases regarding stolen parts and other property	Number of cases investigated	120																
2.2.1	<b>Applicant Unique Activity</b>																	
2.2.2																		
2.2.3																		
2.2.4																		
2.2.5																		
2.2.6																		
2.2.7																		
2.2.8																		
2.2.9																		
2.2.10	<p><b>Narrative</b></p> <p>Providing assistance to other agencies is vital to creating a unified front against vehicle related crime. By working closely with other law enforcement personnel Task Force members increase shared intelligence on criminal trends and suspects. Investigators will attempt to ensure that at least ten per month are accomplished for a yearly total of 120. Members will also collaborate with law enforcement units at least on a monthly basis for a yearly total of twelve times also strengthening ties. Investigators will investigate at least 120 cases regarding stolen parts or property from motor vehicles.</p>																	

ID

**Goal 3**

EDUCATE/TRAIN CITIZENS AND QUALIFIED PERSONNEL IN DETECTION AND PREVENTION  
OF MOTOR VEHICLE THEFT, BURGLARY OF MOTOR VEHICLES AND THEFT OF VEHICLE  
PARTS AND ACCESSORIES

3

**Strategy 1**

3.1

**Conduct Public Awareness Related Activities Used to Educate Citizens**

	<b>Activity</b>	<b>Measure</b>	<b>Target</b>
3.1.1	Conduct media outreach, including, public service announcements, press releases, and interviews	Number of outreaches	4
3.1.2	Conduct educational presentations to citizens	Number of presentations Number of participants	6
3.1.3	Operate trade show exhibits/booths at community events	Number of events	12
3.1.4	Conduct vehicle identification number (VIN) etchings	Number of etching events	
3.1.5	Operate vehicle displays	Number of display events	
3.1.6	Purchase advertisements in local outlets	Number of advertisements purchased	
3.1.7	Write articles for local publications (e.g., neighborhood association newsletters)	Number of articles	
3.1.8	Conduct vehicle report card initiatives.	Number report cards issued	200
3.1.9	Utilize social media outlets	Number of postings in social media outlets	24
3.1.10	Deploy outdoor public notification signage	Number of deployments per month (if sign remains several months, count as 1 deployment per month)	12
<b>Applicant Unique Activity</b>			
3.1.11	<b>Activity</b>	<b>Measure</b>	<b>Target</b>
3.1.12			
3.1.13			
3.1.14			
3.1.15			
<b>Narrative</b>			

ID	<b>Goal 3</b>
3	EDUCATE/TRAIN CITIZENS AND QUALIFIED PERSONNEL IN DETECTION AND PREVENTION OF MOTOR VEHICLE THEFT, BURGLARY OF MOTOR VEHICLES AND THEFT OF VEHICLE PARTS AND ACCESSORIES
3.1	<b>Strategy 1</b>
3.1.16	<b>Conduct Public Awareness Related Activities Used to Educate Citizens</b> <p>Gaining the assistance of the public in the fight against auto crimes is paramount to reducing auto burglaries. The media is an invaluable tool in spreading the ABTPA word throughout the region. Media interviews are conducted as informational situations dictate, however, a minimum of four press releases shall be issued. In addition at least six presentations will be made to citizen related academies or civic groups. Task Force personnel conduct vehicle report card initiatives regularly. These initiatives give feedback to drivers on the vulnerability of their vehicle to being broken into. Initiatives will be conducted at least until 200 report cards are issued. The Task Force will also continue to maintain its website and Facebook page throughout the year. Furthermore, the unit will attempt to maintain an informational billboard for all 12 months of the year.</p>

ID	<b>Goal 3</b> <b>EDUCATE/TRAIN CITIZENS AND QUALIFIED PERSONNEL IN DETECTION AND PREVENTION OF MOTOR VEHICLE THEFT, BURGLARY OF MOTOR VEHICLES AND THEFT OF VEHICLE PARTS AND ACCESSORIES</b>											
3	<b>Strategy 2</b> <b>Conduct Law Enforcement Training Activities to Educate Officers on Recognition and Apprehension of Stolen Vehicles and Property</b>											
3.2	<table border="1"> <thead> <tr> <th>Activity</th><th>Measure</th><th>Target</th></tr> </thead> <tbody> <tr> <td>Conduct law enforcement training (TCOLE)</td><td>Number of classes Number of participants</td><td>One Class</td></tr> <tr> <td>Conduct vehicle crimes presentations to law enforcement agencies (non TCOLE)</td><td>Number of classes Number of participants</td><td>4/100</td></tr> </tbody> </table>			Activity	Measure	Target	Conduct law enforcement training (TCOLE)	Number of classes Number of participants	One Class	Conduct vehicle crimes presentations to law enforcement agencies (non TCOLE)	Number of classes Number of participants	4/100
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## **EXHIBIT B**



August 5, 2015

**ABTPA Board Members**

**Chief Carlos Garcia**  
Chair  
Law Enforcement Representative  
Brownsville, Texas

**Mark Wilson**  
Vice-Chair  
Law Enforcement Representative  
Goldsboro, Texas

**Terry Wright**  
Consumer Representative  
El Paso, Texas

**inda Kinney**  
Consumer Representative  
Dripping Springs, Texas

**Ken Ross**  
Insurance Representative  
State Farm Insurance  
Houston, Texas

**Ashley Hunter**  
Insurance Representative  
IM Risk Group  
Austin, Texas

Ex Officio Member  
Steven C. McCraw  
Major Wynn Reynolds—Designee  
Texas Department of Public Safety  
Austin, Texas

**Bryan E. Wilson**  
Director

Mr. Kyle Hayes, City Manager  
Beaumont Police Department  
P.O. Box 3827  
Beaumont, Texas 77704  
Via Email: [khayes@ci.beaumont.tx.us](mailto:khayes@ci.beaumont.tx.us)

**Re: FY2016 ABTPA Statement of Grant Award and Acceptance Notice**

Grant Number: **608-16-1230100**  
Grantee: **City of Beaumont**  
Program Title: **Southeast Texas Auto Theft Task Force**  
Grant Award Amount: **\$528,714**  
Grant Term: **September 1, 2015 to August 31, 2016**

Dear Mr. Hayes,

I am pleased to inform you that your organization has been awarded a grant by the Automobile Burglary and Theft Prevention Authority (ABTPA) in the amount indicated above. The grant award must be officially accepted by signing and returning the enclosed Statement of Grant Award and grantee acceptance notice to the ABTPA within 30 days from the date received. A copy of the Authority's Grant Administrative Manual will be provided to the program director and the financial officer designated in your grant application.

We look forward to working with you to combat and reduce motor vehicle theft and burglary. Any questions relating to the administration of this grant should be directed to our office. Please do not hesitate to contact me should you require further assistance with this matter. I can be reached at [Bryan.Wilson@txdmv.gov](mailto:Bryan.Wilson@txdmv.gov) or (512) 465-4012.

Sincerely,

**Bryan E. Wilson**  
Director  
cc: Lieutenant George C. (Chris) Schuldt, [gcschuldt@gmail.com](mailto:gcschuldt@gmail.com)  
Ms. Laura Clark, Chief Financial Officer; [lclark@ci.beaumont.tx.us](mailto:lclark@ci.beaumont.tx.us)  
Sergeant Kenneth Karr, [kkarr@ci.beaumont.tx.us](mailto:kkarr@ci.beaumont.tx.us)



## FY16 Automobile Burglary and Theft and Prevention Authority Statement of Grant Award and Grantee Acceptance Notice

Grant Number: **608-16-1230100**  
 Grantee: **City of Beaumont**  
 Program Title: **Southeast Texas Auto Theft Task Force**  
 Grant Award Amount: **\$528,714**  
 Cash Match Amount: **\$284,326**  
 In-Kind Match Amount: **\$324,775**  
 Grant Term: **September 1, 2015 to August 31, 2016**

That whereas, **City of Beaumont** (hereinafter referred to as Grantee), has heretofore submitted a grant application in response to the Request for Proposal issued on March 16, 2015 to the Automobile Burglary and Theft Prevention Authority (ABTPA), State of Texas, entitled **Southeast Texas Auto Theft Task Force**, and further identified by grant number **608-16-1230100** and

Whereas, the ABTPA has approved the grant application as evidenced by this Statement of Grant Award and certain special requirements from the ABTPA dated **August 5, 2015** and

Whereas, the Grantee desires to accept the grant award and use all funds for purposes and in compliance with the following requirements that are adopted in their entirety by reference:

- Texas Revised Civil Statutes Article 4413(37)
- Texas Administrative Code, Title 43; Part 3; Chapter 57;
- Uniform Grant Management Standards as promulgated by the Texas Comptroller of Public Accounts;
- The Request for Proposal issued on March 16, 2015;
- The current ABTPA Grant Administrative Manual and forms and subsequently adopted grantee instruction manuals and forms;
- The Final Adopted Application attached to this Statement of Grant Award including the assurances and certifications of compliance; and
- The Approved Grant Budget Summary:

<b>Approved Grant Budget Summary</b>					
		<b>ABTPA</b>	<b>Cash Match</b>	<b>In-Kind</b>	<b>TOTAL</b>
<b>A. Personnel</b>		\$450,375	\$11,112	\$227,352	\$688,839
<b>A. Fringe</b>		\$0	\$177,743	\$84,409	\$262,152
<b>B. Contractual</b>		\$0	\$0	\$0	\$0
<b>C. Travel</b>		\$2,800	\$4,722	\$0	\$7,522
<b>D. Equipment</b>		\$0	\$33,100	\$0	\$33,100
<b>E. Supplies &amp; DOE</b>		\$75,539	\$57,649	\$13,014	\$146,202
<b>F. Indirect Funds</b>					
<b>Totals</b>		<b>\$528,714</b>	<b>\$284,326</b>	<b>\$324,775</b>	<b>\$1,137,815</b>

Now, therefore, the Grantee accepts the Statement of Grant Award under the conditions above including the special requirements in the grant application and the Statement of Grant Award as evidenced by this agreement, executed by the official authorized to sign the original grant application, or the official's designated successor, as presiding officer of and on behalf of the governing body of this grantee; and

The ABTPA has awarded the above-referenced grant subject to the availability of state funds. The approved budget is reflected in the above Approved Grant Budget Summary. This grant is subject to and conditioned upon the acceptance of the ABTPA Grant Administrative Manual promulgated for this specific program fund (referenced above) by the ABTPA. Applicable special conditions are listed below.

**Special Conditions and Requirements:**

No Special Conditions

Approved and Accepted by:



Authorized Official

KYLE HAYES, CITY MANAGER, CITY OF BEAUMONT

Printed Name and Title



Date Signed

## **EXHIBIT C**

**SOUTHEAST TEXAS AUTO THEFT TASK FORCE  
GRANT SUMMARY FY 2016**

	<b>Beaumont Police</b>	<b>Port Arthur Police</b>	<b>Jefferson County</b>	<b>Hardin County</b>	<b>TOTAL</b>	<b>ATPA Funds</b>	<b>Cash Match</b>	<b>In-Kind Match</b>
Schedule A	\$660,679	\$108,572	\$104,717	\$77,023	\$950,991	\$450,375	\$188,855	\$311,761
Schedule B	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Schedule C	\$7,522	\$0	\$0	\$0	\$7,522	\$2,800	\$4,722	\$0
Schedule D	\$33,100	\$0	\$0	\$0	\$33,100	\$0	\$33,100	\$0
Schedule E	\$125,134	\$6,294	\$6,714	\$8,060	\$146,202	\$75,539	\$57,649	\$13,014
Schedule F	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL BY AGENCY</b>	<b>\$826,435</b>	<b>\$114,866</b>	<b>\$111,431</b>	<b>\$85,083</b>				
<b>TOTAL GRANT</b>					<b>\$1,137,815</b>	<b>\$528,714</b>	<b>\$284,326</b>	<b>\$324,775</b>
<b>Total Department Budget</b>	<b>Beaumont Police</b> <b>\$826,435</b>	<b>Pt. Arthur Police</b> <b>\$114,866</b>	<b>Jefferson County</b> <b>\$111,431</b>	<b>Hardin County</b> <b>\$85,083</b>		<b>TOTAL</b> <b>\$1,137,815</b>		
<b>ABTPA Funding</b>	<b>\$326,199</b>	<b>\$72,449</b>	<b>\$75,304</b>	<b>\$54,762</b>		<b>\$528,714</b>		
<b>Cash Match</b>	<b>\$175,461</b>	<b>\$42,417</b>	<b>\$36,127</b>	<b>\$30,321</b>		<b>\$284,326</b>		
<b>In-Kind Match</b>	<b>\$324,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$324,775</b>		
					<b>\$1,137,815</b>			

## SCHEDULE A, SALARIES FY 2016

	Beaumont Police	Port Arthur Police	Jefferson County	Hardin County	TOTAL	ABTPA FUNDS	Cash Match	In-Kind Match
BPD Lt. Sculdt	\$95,416				\$95,416	\$94,312	\$1,104	\$0
BPD Sgt. Karr	\$82,628				\$82,628	\$0	\$0	\$82,628
BPD Investigator Ross	\$78,401				\$78,401	\$77,297	\$1,104	\$0
BPD Investigator Stevens	\$78,401				\$78,401	\$77,297	\$1,104	\$0
BPD Investigator English	\$71,330				\$71,330	\$0	\$0	\$71,330
BPD Investigator Dupree	\$73,394				\$73,394	\$0	\$0	\$73,394
PAPD Invest Boudreaux	\$74,249				\$74,249	\$72,449	\$1,800	\$0
JCSO Invest Shaw						\$75,304	\$0	\$0
HCSO Invest Roberts						\$53,716	\$0	\$0
Overtime	\$6,000				\$6,000	\$6,000	\$0	\$0
<b>TOTAL SALARIES</b>	<b>\$485,570</b>	<b>\$74,249</b>	<b>\$75,304</b>	<b>\$53,716</b>	<b>\$688,839</b>	<b>\$450,375</b>	<b>\$11,112</b>	<b>\$227,352</b>
FICA/ Sworn	\$5,744	\$5,271	\$5,830	\$4,109	\$20,954	\$0	\$18,856	\$2,098
Retirement/ Sworn	\$94,365	\$9,956	\$13,458	\$7,698	\$125,477	\$0	\$80,666	\$44,811
Insurance	\$75,000	\$16,053	\$6,859	\$10,579	\$108,491	\$0	\$70,991	\$37,500
Workers Comp.	\$0	\$3,043	\$3,266	\$830	\$7,139	\$0	\$7,139	\$0
TEC (Unemployment)	\$0	\$0	\$0	\$91	\$91	\$0	\$91	\$0
Terminating pay (removed)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL BENEFITS</b>	<b>\$175,109</b>	<b>\$34,323</b>	<b>\$29,413</b>	<b>\$23,307</b>	<b>\$262,152</b>	<b>\$0</b>	<b>\$177,743</b>	<b>\$84,409</b>
<b>TOTAL BY AGENCY</b>	<b>\$660,679</b>	<b>\$108,572</b>	<b>\$104,717</b>	<b>\$77,023</b>				
<b>TOTAL SCHEDULE A</b>					<b>\$950,991</b>	<b>\$450,375</b>	<b>\$188,855</b>	<b>\$311,761</b>
<b>Beaumont Police</b>	<b>Pt. Arthur Police</b>	<b>Jefferson County</b>	<b>Hardin County</b>		<b>TOTAL</b>			
Total Department Budget	\$660,679	\$108,572	\$104,717	\$77,023	\$950,991			
ABTPA Funding	\$248,906	\$72,449	\$75,304	\$53,716		\$450,375		
Cash Match	\$100,012	\$36,123	\$29,413	\$23,307		\$188,855		
In-Kind Match	\$311,761	\$0	\$0	\$0		\$311,761		

**SCHEDULE C, TRAVEL FY 2016**

	<b>Beaumont Police</b>	<b>Port Arthur Police</b>	<b>Jefferson County</b>	<b>Hardin County</b>	<b>TOTAL</b>	<b>ABTPA Funds</b>	<b>Cash Match</b>	<b>In-Kind Match</b>
ABTPA Conference	\$1,492	\$0	\$0	\$0	\$1,492	\$788	\$704	\$0
ABTPA Board Meetings	\$436	\$0	\$0	\$0	\$436	\$436	\$0	\$0
ABTPA Grant Workshop	\$1,576	\$0	\$0	\$0	\$1,576	\$1,576	\$0	\$0
TAVTI conference	\$3,570	\$0	\$0	\$0	\$3,570	\$0	\$3,570	\$0
Auto Theft Part II	\$448	\$0	\$0	\$0	\$448	\$0	\$448	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL BY AGENCY</b>	<b>\$7,522</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,522</b>	<b>\$2,800</b>	<b>\$4,722</b>	<b>\$0</b>

**TOTAL SCHEDULE C**

	<b>Beaumont Police</b>	<b>Pt. Arthur Police</b>	<b>Jefferson County</b>	<b>Hardin County</b>	<b>TOTAL</b>
Total Department Budget	\$7,522	\$0	\$0	\$0	\$7,522
ABTPA Funding	\$2,800	\$0	\$0	\$0	\$2,800
Cash Match	\$4,722	\$0	\$0	\$0	\$4,722
In-Kind Match	\$0	\$0	\$0	\$0	\$0

## SCHEDULE D, EQUIPMENT FY 2016

	Beaumont Police	Port Arthur Police	Jefferson County	Hardin County	TOTAL	ATPA Funds	Cash Match	In-Kind Match
Truck 4x4	\$33,100	\$0	\$0	\$0	\$33,100	\$0	\$33,100	\$0
ABTPA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Departmental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ABTPA Total	\$33,100	\$0	\$0	\$0	\$33,100	\$0	\$33,100	\$0
ABTPA Total	\$33,100	\$0	\$0	\$0	\$33,100	\$0	\$33,100	\$0
ABTPA Total	\$33,100	\$0	\$0	\$0	\$33,100	\$0	\$33,100	\$0
TOTAL BY AGENCY	\$33,100	\$0	\$0	\$0	\$33,100	\$0	\$33,100	\$0
 TOTAL SCHEDULE D					\$33,100	\$0	\$33,100	\$0
 Beaumont Police	Pt. Arthur Police	Jefferson County	Hardin County		TOTAL			
Total Department Budget	\$33,100	\$0	\$0	\$0	\$33,100			
ABTPA Funding	\$0	\$0	\$0	\$0	\$0			
Cash Match	\$33,100	\$0	\$0	\$0	\$33,100			
In-Kind Match	\$0	\$0	\$0	\$0	\$0			

## SCHEDULE E, OPERATING EXPENSES FY 2016

	Beaumont Police	Port Arthur Police	Jefferson County	Hardin County	TOTAL	ATPA Funds	Cash Match	In-Kind Match
Vehicle Lease	\$7,200	\$0	\$0	\$0	\$7,200	\$0	\$0	\$7,200
Fuel, Oil, and Maintenance	\$34,884	\$5,814	\$5,814	\$5,814	\$52,326	\$0	\$46,512	\$5,814
Vehicle Insurance	\$0	\$0	\$0	\$0	\$1,046	\$1,046	\$0	\$0
Office Lease	\$47,850	\$0	\$0	\$0	\$47,850	\$47,850	\$0	\$0
Office Maintenance	\$3,000	\$0	\$0	\$0	\$3,000	\$3,000	\$0	\$0
Office Utilities	\$5,500	\$0	\$0	\$0	\$5,500	\$5,500	\$0	\$0
Office Phone Service	\$3,600	\$0	\$0	\$0	\$3,600	\$3,600	\$0	\$0
Office Phone Frame Relay	\$2,040	\$0	\$0	\$0	\$2,040	\$2,040	\$0	\$0
Bait Vehicle Mon. Fee	\$1,220	\$0	\$0	\$0	\$1,220	\$1,220	\$0	\$0
Bait and Tracking Air Time	\$1,440	\$0	\$0	\$0	\$1,440	\$1,440	\$0	\$0
Office and Field Supplies	\$4,000	\$0	\$0	\$0	\$4,000	\$843	\$3,157	\$0
Postage	\$50	\$0	\$0	\$0	\$50	\$50	\$50	\$0
Cellular Phone Service	\$3,600	\$480	\$900	\$1,200	\$6,180	\$0	\$6,180	\$0
Media/TV advertising	\$9,000	\$0	\$0	\$0	\$9,000	\$9,000	\$0	\$0
TAVT Registration	\$750	\$0	\$0	\$0	\$750	\$0	\$750	\$0
Confidential Funds	\$1,000	\$0	\$0	\$0	\$1,000	\$0	\$1,000	\$0
<b>TOTAL BY AGENCY</b>	<b>\$125,134</b>	<b>\$6,294</b>	<b>\$6,714</b>	<b>\$8,060</b>	<b>\$146,202</b>	<b>\$75,539</b>	<b>\$57,649</b>	<b>\$13,014</b>
<b>TOTAL SCHEDULE E</b>					<b>\$146,202</b>	<b>\$75,539</b>	<b>\$57,649</b>	<b>\$13,014</b>
<b>Beaumont Police</b>	<b>Pt. Arthur Police</b>	<b>Jefferson County</b>	<b>Hardin County</b>		<b>TOTAL</b>			
Total Department Budget	\$125,134	\$6,294	\$6,714	\$8,060	\$146,202			
ABTPA Funding	\$74,493			\$1,046	\$75,539			
Cash Match	\$37,627	\$6,294	\$6,714	\$7,014	\$57,649			
In-Kind Match	\$13,014	\$0	\$0	\$0	\$13,014			

## **ADDENDUM**

**Special, August 17, 2015**

There being no further business to come before the Court at this time,  
same is now here adjourned on this date, August 17, 2015