

*Notice of Meeting and Agenda and Minutes
September 24, 2018*

SPECIAL, 9/24/2018 1:30:00 PM

BE IT REMEMBERED that on September 24, 2018, 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 Zena Stephens, Sheriff

Honorable Carolyn L. Guidry , County Clerk (ABSENT) -

THERESA GOODNESS, CHIEF DEPUTY

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

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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**
September 24, 2018

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **1:30 PM**, on the **24th day of September 2018** at its regular meeting place in the Commissioners' 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:

11:00 A.M.- Announcement of an executive (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 Commissioners Court in negotiations with a third person.

11:15 am: Announcement of an executive (closed) session pursuant to Texas Government Code Section § 551.072 for the purpose to deliberate the purchase, exchange, or value of real property as deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

INVOCATION: Eddie Arnold, Commissioner, Precinct One

PLEDGE OF ALLEGIANCE: Brent A. Weaver, Commissioner, Precinct Two

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PURCHASING:

1. Approve specifications for (RFP 18-046/YS), Lease of the Jefferson County Downtown Jail.

SEE ATTACHMENTS ON PAGES 11 - 60

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

2. Receive and file bid received for (IFB 18-036/YS), Term Contract for Indigent Burial Plots for Jefferson County.

SEE ATTACHMENTS ON PAGES 61 - 107

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

3. Approve award, execute, receive and file Acceptance of Offer for (IFB 18-036/YS), Term Contract for Indigent Burial Plots for Jefferson County with Claybar Haven of Rest Cemetery, as shown on Attachment A.

SEE ATTACHMENTS ON PAGES 108 - 110

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

4. Discuss and possibly approve the County Purchasing Agent to enter into contract negotiations for (RFP 18-034/YS), Janitorial Services for Jefferson County.

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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5. Consider, establish, and approve Selection Review Committee (to include one elected official) to review the responses received for (RFP 18-041/JW), Contract Grant Administration Services for a Home Buyout or Acquisition Program (For Community Development Block Grant – Disaster Recovery Program for Jefferson County); as per CDBG Disaster Program procurement guidelines.

COMMISSIONER EDDIE ARNOLD WILL SERVE AS THE ELECTED OFFICIAL

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

ADDENDUMS

6. Consider and approve an auction of surplus property as authorized by Local Government Code §263.152 (a) (1) by Horn's Auction, Inc. The auction is schedule for Saturday, October 6, 2018 at 9:00 A.M.

SEE ATTACHMENTS ON PAGES 111 - 112

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

COUNTY AUDITOR:

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

112-0000-491-8006	CAPITAL PROJECTS FND #311	\$34,500.00	
114-0402-431-1028	LABORERS		\$12,000.00
114-0409-431-6011	ROAD MACHINERY		\$22,500.00

SEE ATTACHMENTS ON PAGES 113 - 113

Motion by: Commissioner Sinegal

Second by: Commissioner Alfred

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

Action: APPROVED

8. Consider and approve budget transfer - Jail - additional cost for jail medical contract.

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120-3062-423-5077	CONTRACTUAL SERVICE	\$140,000.00	
120-3062-423-2003	EMPLOYEES' INSURANCE		\$140,000.00

SEE ATTACHMENTS ON PAGES 114 - 114

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

9. Consider and approve Resolution to apply for the Coverdell Forensic Sciences Improvement Program Grant. This grant is available through the CJD (Criminal Justice Division), with no grant match for the 2019 project year.

SEE ATTACHMENTS ON PAGES 115 - 116

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

10. Consider and approve Resolution for 2019 Indigent Defense Formula Grant Application

SEE ATTACHMENTS ON PAGES 117 - 117

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

11. Consider and approve acceptance of 2018 Port Security Grant and authorize County Auditor to submit required acceptance forms through FEMA's ND Grant system. Grant is for \$90,120 (75%) with a match of \$30,040 (25%). This match will be funded from the Marine Unit Division

SEE ATTACHMENTS ON PAGES 118 - 129

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

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12. Consider and approve renewal of VINE (Victim Information & Notification Everyday) Program service agreement with Appriss for 09/01/18 – 08/31/19. Cost of contract is reimbursed by the Office of the Attorney General

SEE ATTACHMENTS ON PAGES 130 - 137

Motion by: Commissioner Sinegal

Second by: Commissioner Alfred

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

Action: APPROVED

13. Receive and file Financial & Operating Statements – County Funds Only for the Month ending August 31, 2018

SEE ATTACHMENTS ON PAGES 138 - 153

Motion by: Commissioner Sinegal

Second by: Commissioner Alfred

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

Action: APPROVED

14. Consider and approve electronic disbursements for \$362,006.39 to LaSalle for revenue received from entities for inmate housing.

Motion by: Commissioner Sinegal

Second by: Commissioner Alfred

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

Action: APPROVED

15. Consider and approve budget amendment - Service Center - replacement of A/C unit.

120-8095-417-6014	BUILDINGS AND STRUCTURES	\$9,250.00	
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$9,250.00

SEE ATTACHMENTS ON PAGES 154 - 156

Motion by: Commissioner Sinegal

Second by: Commissioner Alfred

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

Action: APPROVED

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16. Regular County Bills - check #450866 through checks #451112

SEE ATTACHMENTS ON PAGES 157 - 165

Motion by: Commissioner Sinegal

Second by: Commissioner Alfred

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

Action: APPROVED

COUNTY COMMISSIONERS:

17. Consider and possibly approve an Order Regarding Alcoholic Beverages.

SEE ATTACHMENTS ON PAGES 166 - 166

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

18. Consider and possibly approve the reappointment of Austin Cecil Walkes, MD as Health Authority for Jefferson County.

SEE ATTACHMENTS ON PAGES 167 - 175

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

19. Consider and approve order to adopt tax rate at .364977 cents per \$100 valuation. Tax rate is .346049 for maintenance and operations and .018928 for debt service.

SEE ATTACHMENTS ON PAGES 176 - 176

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

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20. Conduct public hearing on proposed 2018-2019 Jefferson County Budget

Speaker Mark Faggard spoke against funding Associate Judge position in budget.

Judge Larry Thorne spoke against eliminating this position.

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

21. Adopt the 2018-2019 budget.

SEE ATTACHMENTS ON PAGES 177 - 300

Motion by: Commissioner Weaver

Second by: Commissioner Alfred

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

Action: APPROVED

22. Consider and ratify the property tax increase reflected in the adopted budget.

Motion by: Commissioner Weaver

Second by: Commissioner Alfred

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

Action: APPROVED

23. Consider and possibly approve a security-fee waiver for use of the Jury Impaneling room for a debate sponsored by the Michelle F. Mehaffy Inn of Court on October 2, 2018 from 5:45 to 8:30 p.m.

SEE ATTACHMENTS ON PAGES 301 - 301

Action: TABLED

ADDENDUMS

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24. Consider and possibly approve a notification to the Texas Department of Transportation (TxDOT), pursuant to Section 201.021, that Jefferson County does not desire exercise its priority right to reacquire land at the Intersection of IH-10 and Major Drive from TxDOT.

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver

Opposed: Commissioner Sinegal, Commissioner Alfred

Action: APPROVED

25. Consider and approve Southeast Texas Emergency Relief Fund as the designated Long Term Recovery Group.

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

ENGINEERING:

26. Consider and possibly approve Overweight Vehicle Permit 02-OW-18 and attached Road Use Agreement to Progressive Pipeline for the installation of a 16" natural gas pipeline approximately 11.42 miles in Precincts 2, 3, and 4.

SEE ATTACHMENTS ON PAGES 302 - 314

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

27. Consider and possibly approve a Replat of Lot No. 1-A of the Green Acres North Subdivision, Manuel Chirino Survey Abstract No. 10, located off of -State Highway No. 124 in Precinct No. 4. It is not within any ETJ (extra-territorial jurisdiction) and has met all of our platting requirements.

SEE ATTACHMENTS ON PAGES 315 - 316

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

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28. Consider and possibly approve acceptance of Llano Road (668.04') out of the final plat of River Ranch Section Two, recorded in Clerk's File No. 2008009392 of the Official Public Records of Jefferson County, Texas, into the County Road System. This Road is located in Precinct No. 1.

SEE ATTACHMENTS ON PAGES 317 - 323

Motion by: Commissioner Arnold

Second by: Commissioner Weaver

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

Action: APPROVED

RISK MANAGEMENT:

29. Consider and possibly approve Interlocal Participation Agreement renewal for Employee and Retiree Health Benefits, with the Southeast Texas Government Employee Benefits Pool, effective January 1, 2019.

SEE ATTACHMENTS ON PAGES 324 - 325

Motion by: Commissioner Sinegal

Second by: Commissioner Weaver

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

Opposed: Commissioner Alfred

Action: APPROVED

Jeff R. Branick
County Judge



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah L. Clark, Purchasing Agent

1149 Pearl Street, 1st Floor, Beaumont, TX 77701 409-835-8593 Fax 409-835-8456

LEGAL NOTICE
Advertisement for Request for Proposal

September 24, 2018

Notice is hereby given that sealed proposals will be accepted by the Jefferson County Purchasing Department for RFP 18-046/YS, Lease of the Jefferson County Downtown Jail. **Specifications for this project may be obtained from the Jefferson County website, <http://www.co.jefferson.tx.us/Purchasing/main.htm>, or by calling 409-835-8593.**

Proposals are to be sealed and addressed to the Purchasing Agent with the proposal number and name marked on the outside of the envelope or box. Offerors shall forward an original and five (5) hard copies of their proposal to the address shown below. Late proposals will be rejected as non-responsive. Proposals will be publicly opened and only the firm name will be read aloud in the Jefferson County Commissioners' Courtroom at the time and date below. Proposals shall be opened in a manner that avoids disclosure of the contents to competing offerors and maintains the confidentiality of the proposals during negotiations. Proposals will be open for public inspection after the award of the contract, except for trade secrets and confidential information. Offerors are invited to attend the sealed proposal opening.

There will be a pre-proposal conference on Tuesday, October 2, 2018, at 10:00 am CDT in the Sheriff's Conference Room, 1001 Pearl Street, Beaumont TX, 77701.

PROPOSAL NAME: Lease of the Jefferson County Downtown Jail
PROPOSAL NO: RFP 18-046/YS
DUE DATE/TIME: 11:00 AM CDT, Tuesday, October 30, 2018
MAIL OR DELIVER TO: Jefferson County Purchasing Department
 1149 Pearl Street, 1st Floor
 Beaumont, Texas 77701

Any questions relating to these requirements should be directed to Yea-Mei Sauer, Contract Specialist, ysauer@co.jefferson.tx.us.

Jefferson County encourages Disadvantaged Business Enterprises to participate in the proposal submission 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.

All interested firms are invited to submit a proposal in accordance with the terms and conditions stated in this proposal.

RESPONDENTS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE INVITATION.


 Deborah L. Clark

Deborah L. Clark
 Purchasing Agent
 Jefferson County, Texas

Publish: Beaumont Enterprise & Port Arthur News – September 26, 2018 & October 3, 2018

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Proposal Submissions:

Offeror is responsible for submitting:

- One (1) *original* proposal copy to include a completed copy of this specifications packet, in its entirety.
- Five (5) numbered proposal *copies* to include at a minimum all pages requiring completion and/or marked with instructions to be returned with proposal submission and any other documentation requested within these specifications.

Additionally, Offeror must monitor the Jefferson County Purchasing Department Website (below) to see if addenda or additional instructions have been posted. Failure to return all required forms could result in a response being declared as non-responsive.

<http://www.co.jefferson.tx.us/purchasing/main.htm>

Proposal Submittal Checklist

The Offeror's attention is especially called to the items listed below, which must be submitted in full as part of the proposal.

Failure to submit any of the documents listed below as a part of your proposal, or failure to acknowledge any addendum in writing with your proposal, or submitting a proposal on any condition, limitation, or provision not officially invited in this Request for Proposal (RFP) may cause for rejection of the proposal.

Offeror shall check each box indicating compliance.

THIS CHECKLIST MUST BE SUBMITTED AS PART OF YOUR PACKAGE

- Cover sheet identifying the contract/project being proposed, the name and address of the Offeror, the date of the proposal, and the email address, telephone, and facsimile numbers of Offeror.
- An acknowledgment and/or response to each section of the proposal.
- Form of business (e.g., corporation, sole proprietorship, partnership); if corporation the date and state of incorporation.
- Identification of three (3) entities for which the Offeror is providing or has provided Jail Lease of the type requested, including the name, position, and telephone number of a contact person at each entity.
- Identification of all legal claims, demands, contracts terminated or lawsuits filed, threatened, or pending against the Offeror and/or its principal/officers for the last three (3) years, as well as identification of any administrative actions or warnings taken or issued by any federal, state, or local governmental agency to Offeror and/or its principals/officers with regard to the provision of the same or similar service as covered by this RFP, or the payment of moneys under the terms of any agreement(s) relating to such services.
- One (1) *original* proposal to include a completed copy of this specifications packet in its entirety; **and** five (5) numbered proposal *hard copies* to include at a minimum all pages requiring completion and/or marked with instructions to be returned with proposal and any other documentation requested within these specifications.

Each Offeror shall ensure that required parts of the response are completed with accuracy and submitted as per the requirements within this specifications packet, including any addenda.

PLEASE READ THE “PROPOSAL SUBMITTAL CHECKLIST” INCLUDED IN THIS PACKAGE.

Company

Telephone Number

Address

Fax Number

Authorized Representative (Please print)

Title

Authorized Signature

Date

Offeror Must Complete and Return This Page With Offer.

1. Introduction to Offerors

This Request for Proposal (RFP) is to receive proposals from qualified firms regarding services for Lease of the Jefferson County Downtown Jail.

The following items are provided as general information and specifications as required by the Jefferson County Purchasing Department.

1.1 Vendor Instructions

Read the document carefully. Follow all instructions. You are responsible for fulfilling all requirements and specifications. Be sure you have a clear understanding of the proposal.

General Requirements apply to all advertised requests for proposals; however, these may be superseded, whole or in part, by the **Scope of Services, Guidelines and Specifications, Requested Responses and Information, or other data contained herein**. Be sure your proposal package is complete.

1.2 Governing Law

Offeror is advised that these requirements shall be fully governed by the laws of the State of Texas and that Jefferson County may request and rely on advice, decisions, and opinions of the Attorney General of Texas and the County Attorney concerning any portion of these requirements.

1.3 Ambiguity, Conflict, or other errors in the RFP

If Offeror discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, Offeror shall immediately notify the County of such error in writing and request modification or clarification of the document. Modifications will be made by issuing Addenda. Written notice will be given to all parties who have been furnished with the RFP without divulging the source of the request for the same. If the Offeror fails to notify the County prior to the date and time fixed for submission of proposals of an error or ambiguity in the RFP known to Offeror, or an error or ambiguity that reasonably should have been known to Offeror, then Offeror shall not be entitled to compensation or additional time by reason of the error or ambiguity or its later resolution.

The County may also modify the RFP, no later than 48 hours prior to the date and time fixed for submission of proposals, by issuance of an Addendum to all parties who have received the RFP. All addenda will be numbered consecutively, beginning with 1.

1.4 Notification of Most Current Address

Firms in receipt of this RFP shall notify Deborah L. Clark, Jefferson County Purchasing Agent, of any address changes, contact person changes, and/or telephone number changes no later than 48 hours prior to the date and time fixed for submission of proposals.

1.5 Proposal Preparation Cost

Cost for developing proposals is entirely the responsibility of Offerors and shall not be charged to Jefferson County.

1.6 Signature of Proposal

A transmittal letter, which shall be considered an integral part of the proposal, shall be signed by an individual who is authorized to bind the Offeror contractually. If the Offeror is a corporation, the legal name of the corporation shall be provided together with the signature of the officer or officers authorized to sign on behalf of the corporation.

If the Offeror is a partnership, the true name of the firm shall be provided with the signature of the partner or partners authorized to sign.

If the Offeror is an individual, that individual shall sign. If signature is by an agent, other than an officer of a corporation or a member of a partnership, a power of attorney or equivalent document must be submitted to the Jefferson County Purchasing Department prior to the submission of the proposal or with the proposal.

1.7 Economy of Presentation

Proposals shall not contain promotional or display materials, except as they may directly answer in whole or in part questions contained in the RFP. Such exhibits shall be clearly marked with the applicable reference number of the question in the RFP. Proposals must address the technical requirements as specified in the RFP. All questions posed by the RFP must be answered concisely and clearly. Proposals that do not address each criterion may be rejected and not considered.

1.8 Proposal Obligation

The contents of the proposal and any clarification thereof submitted by the selected Offeror shall become part of the contractual obligation and incorporated by reference into the ensuing contract.

1.9 Incorporation by Reference and Precedence

This Agreement is derived from (1) the RFP, written clarifications to the RFP and County's response to questions; (2) the Contractor's Best and Final Offer, and (3) the Contractor's response to the RFP.

In the event of a dispute under this Agreement, applicable documents will be referred to for the purpose of clarification or for additional detail in the following order of precedence: (1) Amendments to the Agreement in reverse chronological order; (2) the Agreement, including the Scope of Work; (3) the Contractor's Best and Final Offer; (4) the RFP, including attachments thereto and written responses to questions and written clarifications; and (5) the Contractors response to the RFP.

1.10 Governing Forms

In the event of any conflict between the terms and provisions of these requirements and the specifications, the specifications shall govern. In the event of any conflict of interpretation of any part of this overall document, Jefferson County's interpretation shall govern.

1.11 Implied Requirements

Products and services not specifically mentioned in the RFP, but which are necessary to provide the functional capabilities described by the Offeror, shall be included in the proposal.

1.12 Compliance with RFP Specifications

It is intended that this RFP describe the requirements and the response format in sufficient detail to secure comparable proposals. Failure to comply with all provisions of the RFP may result in disqualification.

1.13 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>

Offerors are strongly encouraged to review their firm's SAM (System for Award Management) status prior to Proposal Submission.

1.14 Awarded Vendor(s): Submission of FORM 1295 (Texas Ethics Commission)

In accordance with House Bill 1295 (passed January 1, 2016), Vendors entering into contracts and professional agreements with Jefferson County will be required to complete a Certificate of Interested Parties (FORM 1295).

In 2017, the Texas legislature amended the law to require Form 1295 to include an “unsworn declaration” which includes, among other things, the date of birth and address of the authorized representative signing the form. The unsworn declaration, including the date of birth and address of the signatory, replaces the notary requirement that applied to contracts entered into before January 1, 2018. The TEC filing application does not capture the date of birth or street address of the signatory and it will not appear on forms that are filed using the TEC filing application.

Upon entering into a contract or professional agreement, the Jefferson County Purchasing Department will submit a request to the Vendor to both:

1. Submit a FORM 1295 online via the Texas Ethics Commission website link below.

Vendors must enter the required information on Form 1295, and print a copy of the completed form. The form will include a certification of filing that will contain a unique certification number.

2. Submit a FORM 1295 hard copy (completed & signed by an Authorized Agent of the Awarded Vendor), to the Jefferson County Purchasing Department.

FORM 1295, Completion Instructions, and Login Instructions are available via the Texas Ethics Commission Website at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

1.15 Emergency/Declared Disaster Requirements

In the event of an emergency or if Jefferson County is declared a disaster area, by the County, State, or Federal Government, a contract (executed in response to this Request for Proposal) may be subjected to unusual usage. Contractor shall service the County during such an emergency or declared disaster under the same terms and conditions that apply during non-emergency/disaster conditions. The pricing as specified in the contract shall apply to serving the County's needs regardless of the circumstances. If Contractor is unable to supply the services under the terms of the contract, then Contractor shall provide proof of such disruption

and a copy of the invoice from Contractor's supplier(s). Additional profit margin as a result of supplying services during an emergency or declared disaster shall not be permitted. In the event that additional equipment, supplies, and materials are required during the declared disaster, additional shipping, handling and drayage fees may apply.

1.16 Federal Emergency Management Agency (FEMA) Mandated Contract Clauses

If applicable to the work and services being performed by CONTRACTOR under the parties' AGREEMENT, the following provisions are adopted and form part of this AGREEMENT:

(A) DAMAGES, 2 CFR §200.326 Appendix II to Part 200 (A)

- (1) All work to be performed under this AGREEMENT shall be timely commenced. A breach of this AGREEMENT by Contractor would cause substantial delay in the completion of the required services affecting the safety and welfare of the public.
- (2) In the event of Contractor's breach of its performance obligations, County shall have all rights and remedies against Contractor as provided by law.

(B) TERMINATION RIGHTS, 2 CFR §200.326 Appendix II to Part 200 (B)

Termination for Convenience: Whenever the interests of the County so require, County may terminate the parties' Agreement, in whole or in part, for the convenience of the County. County shall give Contractor thirty (30) days prior written notice of termination specifying the portions of the Agreement to be terminated and when such termination will become effective. If only portions of the parties' agreement are terminated, Contractor has the right to withdraw from the parties' Agreement, without adverse action or claims. In the event of a termination for convenience by County, Contractor shall be entitled to payment for all work and services performed by it up to the effective date of such termination.

Termination for Cause: The County may, by written notice of default to Contractor, terminate the parties' Agreement, in whole or in part, if the Contractor fails to satisfactorily perform any provisions of the parties' agreement after a period of ten (10) following Contractor's receipt of a Notice of Deficiency provided by County.

(C) EQUAL EMPLOYMENT OPPORTUNITY CLAUSE (2 CFR §200.326 Appendix II to Part 200 (C))

If applicable to the work and services performed by CONTRACTOR under the AGREEMENT, during the performance of the AGREEMENT, CONTRACTOR shall comply with the Equal Employment Opportunity Clause (41 CFR 60-1.4(b)):

- (1) CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. AGREEMENTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

(3) CONTRACTOR will send to each labor union or representative of workers with which it has a collective bargaining agreement or other agreement or understanding, a notice to be provided advising the said labor union or workers' representatives of the CONTRACTOR'S commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor for purpose of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the CONTRACTOR'S noncompliance with the nondiscrimination clauses of this AGREEMENT or with any of the said rules, regulations or orders, this AGREEMENT may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) CONTRACTOR will include the portion of the sentence immediately preceding paragraph (1) and the provisions of subparagraphs 1 through 7 in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or contractor. CONTRACTOR will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or contractor as a result of such direction by the administering agency the CONTRACTOR may request the United States to enter into such litigation to protect the interest of the United States.

D. DAVIS-BACON ACT AND COPELAND “ANTI-KICKBACK” ACT, 2 CFR §200.326 Appen. II to Part 200 (D)

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT:

(1) Bacon-Davis Act: Applicable to construction or repair of public buildings or public works. see FEMA Public Assistance Program and Policy Guide, Ch.2(V)(G)(2), page 32 (FP 104-009-2/January 2016);

(2) Copeland “Anti-Kickback” Act: In contracts subject to the Davis-Bacon Act, CONTRACTOR shall comply with the Copeland “Anti-Kickback” Act (40 U.S.C. §3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that the contractor and subcontractor must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The GOVERNMENT must report all suspected or reported violations to the appropriate Federal agency.

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT:

- (a) CONTRACTOR shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this AGREEMENT.
- (b) CONTRACTOR or subcontractor shall insert in any subcontract the clause above and such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The CONTRACTOR shall be responsible for the compliance by any subcontractor or lower tier subcontract with all of these contract clauses.
- (c) A breach of the AGREEMENT clause above may be grounds for termination of the AGREEMENT, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. §5.12.

E. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT, 2 CFR §200.326 Appendix II to Part 200 (E) (40 U.S.C. 3701-3708)

Contracts in excess of \$100,000 that involve the employment of mechanics or laborers shall comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor and its subcontractors shall compute the wages of every mechanic

and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-halftimes the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation: liability for unpaid wages: liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

(3) Withholding for unpaid wages and liquidated damages. The GOVERNMENT shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

(4) The contractor and subcontractor shall insert in any subcontract the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts.

F. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT, 2 CFR §200.326 Appendix II to Part 200 (F)

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT and if the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the GOVERNMENT wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the GOVERNMENT must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business."

G. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT, 2 CFR §200.326 Appendix II to Part 200 (G)

CONTRACTOR shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

CONTRACTOR shall include the foregoing requirements in each subcontract exceeding \$100,000.

H. ENERGY EFFICIENCY AND CONSERVATION, 2 CFR §200.326 Appendix II to Part 200 (H)

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT, CONTRACTOR shall comply with the mandatory standards and policies of the state regulation promulgated in accordance with the Energy Policy and Conservation Act (42 U.S.C. § 6201).

I. DEBARMENT AND SUSPENSION, 2 CFR §200.326 Appendix II to Part 200 (I)

(1) This AGREEMENT is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the CONTRACTOR is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The CONTRACTOR must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by GOVERNMENT. If it is later determined that the CONTRACTOR did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to GOVERNMENT, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The CONTRACTOR agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C AGREEMENT is valid and throughout the period of performance. The CONTRACTOR further agrees to include a provision requiring such compliance in its lower tier covered transactions.

J. BYRD ANTI-LOBBYING AMENDMENT, 2 CFR §200.326 Appendix II to Part 200 (J)

CONTRACTOR must file with the GOVERNMENT the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose

any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. If not provided with the bid response, CONTRACTOR must complete and submit the Certification Regarding Lobbying Form.

K. PROCUREMENT OF RECOVERED MATERIALS, 2 CFR §200.326 Appendix II to Part 200 (K) and 2 CFR §200.322)

(1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired-

- (a) Competitively within a timeframe providing for compliance with the contract performance schedule;
- (b) Meeting contract performance requirements; or
- (c) At a reasonable price.

(2) Information about this requirement is available at EPA's Comprehensive Procurement Guidelines web site, <http://www.epa.gov/cpg/>.

The list of EPA-designate items is available at <http://www.epa.gov/cpg/products/htm>.

L. AGREEMENTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS (2 CFR §200.321)

Should the CONTRACTOR subcontract any of the work under this AGREEMENT, CONTRACTOR shall take the following affirmative steps: place qualified small and minority businesses and women's business enterprises on solicitation lists; assure that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises; establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

M. ACCESS TO RECORDS

(1) CONTRACTOR agrees to provide GOVERNMENT, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representative's access to any books, documents, papers, and records of the Contractor which are directly pertinent to this AGREEMENT for the purposes of making audits, examinations, excerpts, and transcriptions.

(2) CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(3) CONTRACTOR agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

N. SEAL, LOGO AND FLAGS

CONTRACTOR shall not use the U.S. Department of Homeland Security's seal(s), logos, crests, or reproductions of flags or likenesses of the U.S. Department of Homeland Security's agency officials without specific FEMA preapproval.

O. COMPLIANCE WITH FEDERAL LAW, REGULATIONS AND EXECUTIVE ORDERS

This is an acknowledgement that FEMA financial assistance will be used to fund the AGREEMENT only. CONTRACTOR will comply with all federal law, regulations, executive orders, FEMA policies, procedures, and directives.

P. NO OBLIGATION BY FEDERAL GOVERNMENT

The Federal Government is not a party to this AGREEMENT and is not subject to any obligations or liabilities to GOVERNMENT, CONTRACTOR, or any other party pertaining to any matter resulting from the contract.

Q. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the CONTRACTOR'S actions pertaining to this contract.

1.17 Evaluation

Jefferson County reserves the right to use all pertinent information (also learned from sources other than disclosed in the RFP process) that might affect the County's judgment as to the appropriateness of an award to the best evaluated Offeror. This information may be appended to the proposal evaluation process results. Information on a service provider from reliable sources, and not within the service provider's proposal, may also be noted and made part of the evaluation file. Jefferson County shall have sole responsibility for determining a reliable source. Jefferson County reserves the right to conduct written and/or oral discussions/interviews after the proposal opening. The purpose of such discussions/interviews is to provide clarification and/or additional information to make an award is in the best interest of Jefferson County.

1.18 Withdrawal of Proposal

The Offeror may withdraw its proposal by submitting a written request over the signature of an authorized individual, as described in paragraph 1.6, to the Purchasing Department any time prior to the submission deadline. The Offeror may thereafter submit a new proposal prior to the deadline. Modification or withdrawal of the proposal in any manner, oral or written, will not be considered if submitted after the deadline.

1.19 Minority-Women Business Enterprise Participation

It is the desire of Jefferson County to increase the participation of Minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the County does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms.

1.20 Award

Jefferson County reserves the right to award this contract on the basis of the **Best Offer** in accordance with the laws of Texas, to waive any formality or irregularity, to make award to more than one Offeror, and/or to reject any or all proposals. In the event the highest dollar Offeror meeting specifications is not awarded a contract, the Offeror may appear before Commissioners' Court and present evidence concerning his responsibility.

1.21 Ownership of Proposal

All proposals become the property of Jefferson County and will not be returned to Offerors.

1.22 Disqualification of Offeror

Upon signing this proposal document, a contractor offering to sell supplies, materials, services, or equipment to Jefferson County certifies that the Offeror has not violated the antitrust laws of this state codified in Section 15.01, et seq, Business & Commerce Code, or the Federal Antitrust Laws, and has not communicated directly or indirectly the offer made to any competitor or any other person engaged in such line of business. Any or all proposals may be rejected if the County believes that collusion exists among the Offerors.

1.23 Contractual Development

The contents of the RFP and the selected proposal will become an integral part of the contract, but may be modified by provisions of the contract as negotiated. Therefore, the (RFP 18-046/YS), Lease of the Jefferson County Downtown Jail

Offeror must be amenable to inclusion in a contract of any information provided (in writing) either in response to this RFP or subsequently during the selection process.

1.24 Assignment

The selected vendor may not assign, sell, or otherwise transfer this contract without written permission of the Jefferson County Commissioners' Court.

1.25 Contract Obligation

Jefferson County Commissioners' Court must award the contract, and the County Judge or other person authorized by Jefferson County Commissioners' Court must sign the contract before it becomes binding on Jefferson County or the Offeror. **Department heads are not authorized to sign agreements for Jefferson County.** Binding agreements shall remain in effect until all products and/or services covered by this proposal have been satisfactorily delivered and accepted.

1.26 Termination

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

1.27 Inspections

Jefferson County reserves the right to inspect any item(s) or service location(s) for compliance with specifications and requirements and needs of the using department. If a proposal cannot furnish a sample of a proposed item, where applicable, for review, or fails to satisfactorily show an ability to perform, the County can reject the Offeror as inadequate.

1.28 Testing

Jefferson County reserves the right to test equipment, supplies, material and goods proposed for quality, compliance with specifications, and ability to meet the needs of the user. Demonstration units must be available for review. Should the goods or services fail to meet requirements and/or be unavailable for evaluation, the offer is subject to rejection.

1.29 Loss, Damage, or Claim

The Offeror shall totally indemnify Jefferson County against all claims by its employees, agents, or representatives or personal injury arising from any cause. In addition, the Offeror shall totally indemnify Jefferson County against all claims of loss or damage to the Offeror's and Jefferson County's property, equipment, and/or supplies.

1.30 Taxes

The contractor and its subcontractors, agents and employees, as the case may be, will be responsible for the payment of all federal, state and local taxes, and deposits or contributions imposed or required by law.

1.31 Non-Discrimination

The successful offeror will be required to comply with the Americans With Disabilities Act and with all provisions of federal, state, county and local (if any) laws and regulations to ensure that no employee or applicant for employment is discriminated against because of race, color, religion, sex, age, handicap or national origin.

1.32 Conflict of Interest

The agreement entered into pursuant to this RFP will contain the Contractor's warranty that, except for bona-fide employees or selling agents maintained by the Contractor for the purpose of securing business, no person or selling agency has been employed or retained to solicit this contract upon an agreement or understanding for commission, percentage or contingency.

Further, the contractor will warrant that no kickbacks, gratuities, or contingency fees have been paid in connection with this RFP or contract and none has been promised contingent upon the award of contract. And, will still further warrant that to its knowledge and best belief, no one being paid under the agreement between the County and the contractor, is engaged in any activities which would constitute a conflict of interest with respect to the purposes of said agreement.

1.33 Waiver of Subrogation

Offeror and Offeror's insurance carrier waive any and all rights whatsoever with regard to subrogation against Jefferson County as an indirect party to any suit arising out of personal or property damages resulting from the Offeror's performance under this agreement.

1.34 Acknowledgment of Insurance Requirements

By signing its proposal, Offeror acknowledges that it has read and understands the insurance requirements for this proposal. Offeror also understands that evidence of required insurance must be submitted within fifteen (15) working days following notification of acceptance of its offer; otherwise, Jefferson County may rescind its acceptance of the Offeror's proposal. The insurance requirements are part of this package.

1.35 Insurance

The contractor (including any and all subcontractors as defined in Section 1.36.1.3 below) 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; a copy of the policy wording or endorsement is required.

Contractor shall furnish Jefferson County with Certificate of Insurance naming Jefferson County as additional insured and will provide the actual policy wording or endorsement showing as such.

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

Minimum Insurance Requirements:

Public Liability, including Products & Completed Operations	\$1,000,000
Excess Liability	\$1,000,000

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 1.36 Below)
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1.35.1 Additional Insurance: Additional insurance will be required to cover alleged violations of state and/or federal statutes, specifically for civil rights and constitutional violation claims, and Professional Liability (including Law Enforcement and Medical Professional Liability), and property insurance for tenant's own property (or clarification that Jefferson County is NOT providing tenant with ANY property coverage).

1.35.2 Commercial Automobile Liability Insurance: Coverage is required for automobile liability, covering all owned/leased, hired and non-owned motor vehicles including fuel transports used in connection with the work being performed under the Contract with limits of liability not less than:

\$ 1,000,000 Combined Single Limit

1.36 Workers' Compensation Insurance

1.36.1 Definitions:

1.36.1.1 **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.

1.36.1.2 **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.

1.36.1.3 **Persons providing services on the project (“subcontractor”)** in article 406.096 – Includes all persons or entities performing all or part of the services under the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractor, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. “Services” includes, without limitation, providing, hauling or delivering equipment or materials, or providing labor, transportation, or other service related to a project. “Services” does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

1.36.2 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.

1.36.3 The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract – refer to Section 1.35 above.

1.36.4 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.

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

- 1.36.5.1 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
- 1.36.5.2 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.

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

1.36.7 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.

1.36.8 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.

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

- 1.36.9.1 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.
- 1.36.9.2 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.
- 1.36.9.3 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.
- 1.36.9.4 Obtain from each person with whom it contracts, and provide to the Contractor:
 - 1.36.9.4.1 A certificate of coverage, prior to the other person beginning work on the project; and
 - 1.36.9.4.2 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.

- 1.36.9.5 Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter.
- 1.36.9.6 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
- 1.36.9.7 Contractually require each person with whom it contracts to perform as required by paragraphs 1.36.1. – 1.36.7., with the certificates of coverage to be provided to the person for whom they are providing services.
- 1.36.10 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.
- 1.36.11 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.

1.37 Pre-Proposal Conference

There will be a pre-proposal conference on Tuesday, October 2, 2018, at 10:00 AM CDT, at Sheriff's Conference Room, 1001 Pearl Street, Beaumont TX, 77701.

1.38 Delivery of Proposals

All proposals are to be delivered by 11:00 AM CDT, Tuesday, October 30, 2018, to:

Jefferson County Purchasing Department
Attention: Deborah L. Clark, Purchasing Agent
1149 Pearl Street, 1st Floor
Beaumont, Texas 77701

Courthouse Security: Offerors are advised that all visitors to the Courthouse must pass through Security. Offerors planning to hand deliver proposal must allow time to get through Security, as a delay in entering the Courthouse will not be accepted as an excuse for late submittal. Mondays and Tuesdays are particularly heavy days. Offerors are strongly urged to plan accordingly.

County Holidays – 2018:

January 1	Monday	New Year's
January 15	Monday	Martin Luther King, Jr. Day
February 19	Monday	President's Day
March 30	Friday	Good Friday
May 28	Monday	Memorial Day
July 4	Wednesday	Independence Day
September 3	Monday	Labor Day
November 12	Monday	Veteran's Day
November 22 & 23	Thursday & Friday	Thanksgiving
December 24 & 25	Monday & Tuesday	Christmas
January 1, 2019	Tuesday	New Year's

Jefferson County will not accept any proposals received after the stated time and date, and shall return such proposals unopened to the Offeror.

Jefferson County will not accept any responsibility for proposals being delivered by third party carriers.

Proposal Submissions shall be tightly sealed in an opaque envelope or box and plainly marked "SEALED PROPOSAL." The outside of the envelope or box shall also include: Proposal Number, Proposal Name, Proposal Due Date, Offeror's Name and Address; and shall be addressed to the Purchasing Agent.

Proposals will be opened publicly in a manner to avoid public disclosure of contents; however, only names of Offerors will be read aloud.

1.39 Proposal Submissions During Time of Inclement Weather, Disaster, or Emergency

In case of inclement weather or any other unforeseen event causing the County to close for business on the date of a bid/proposal/request for statement of qualifications submission deadline, the bid/proposal/request closing will automatically be postponed until the next business day that County offices are open to the public. Should inclement weather conditions or any other unforeseen event cause delays in courier service operations, the County may issue an addendum to all known vendors interested in the project to extend the deadline. It will be the responsibility of the vendor to notify the county of their interest in the project should these conditions impact their ability to submit a bid/proposal/statement of qualifications submission before the stated deadline. The County reserves the right to make the final judgement call to extend any deadline.

Should an emergency or unanticipated event interrupt normal County processes, and bid/proposal/statement of qualifications submissions cannot be received by the Jefferson County Purchasing Department's office by the exact time specified in the RFP and urgent County requirements preclude amendment to the RFP, the time specified for receipt of proposal will be deemed to be extended to the same time of day specified in the solicitation on the first business day on which normal County processes resume.

1.40 Questions

Questions may be emailed to Yea-Mei Sauer, Contract Specialist, ysauer@co.jefferson.tx.us.

1.41 Tentative Schedule of Events

September 24, 2018	Issuance of Request for Proposal
October 2, 2018	Pre Proposal Conference
October 30, 2018	Deadline Submission (late proposals will not be considered)
October 31, 2018	Proposals distributed to Evaluation Committee
November 6, 2018	Evaluation Committee Convenes to Tabulate Scoring and Determines Short List
November 12, 2018	Recommendation for Award

Please note:

The above schedule of events is *tentative* in nature. Dates listed are subject to change.

2. Response Format

2.1 Introduction

Each proposal submitted in response to this RFP must be organized to correspond with those numbered sections of this RFP that require a response. Failure to arrange the proposal as requested may result in the disqualification of the proposal. Conciseness and clarity of content are emphasized and encouraged. Vague and general proposals will be considered non-responsive, and will result in disqualification. The response must be complete. Failure to provide the required information may result in the disqualification of the proposal. All pages of the proposal must be numbered and the proposal must contain an organized, paginated table of contents corresponding to the sections and pages of the proposal.

The County requests that proposal submissions NOT be bound by staples or glued spines.

2.2 Organization of Proposal Contents

Each proposal must be organized in the manner described below.

- a. Transmittal Letter
- b. Executive Summary
- c. Table of Contents
- d. Offeror Identifying Information
- e. Offeror Personnel and Organization
- f. Project Requirements
- g. Payment Proposal (Appendix A of RFP)
- h. Other information that may be helpful in the evaluation

2.3 Transmittal Letter

The Offeror must submit a transmittal letter that identifies the entity submitting the proposal, and includes a commitment by that entity to provide the services required by the County. The transmittal letter must state that the proposal is valid for ninety (90) days from the deadline for delivery of proposals to the County. Any proposal containing a term of less than ninety (90) days for acceptance will be rejected as non-responsive.

The transmittal letter must be signed by a person legally authorized to bind the Offeror to the representations in the response. In the case of a joint proposal, each party must sign the transmittal letter. The Offeror also must indicate, in its transmittal letter, why it believes that it is the most qualified Offeror to provide the services described in this RFP.

The transmittal letter must include a statement of acceptance of the terms and conditions of the contract resulting from this RFP. If Offeror takes exception to any of the proposed terms and conditions stated in this RFP, those exceptions must be noted in the transmittal letter.

However, Offeror must realize that failure to accept the terms specified in this proposal may result in disqualification of the proposal.

2.4 Executive Summary

The Offeror must provide an executive summary of its proposal that asserts that the Offeror is providing in its response all of the requirements of this RFP. The executive summary must not exceed three (3) pages, and must represent a full and concise summary of the contents of the proposal. The executive summary must not include any information concerning the cost of the proposal. The Offeror must identify any services that are provided beyond those specifically requested. If the Offeror is providing services that do not meet the specific requirements of this RFP, but in the opinion of the Offeror are equivalent or superior to those specifically requested, any such differences must be noted in the executive summary. However, the Offeror must realize that failure to provide the services specifically required may result in disqualification of the proposal.

2.5 Table of Contents

Each proposal must be submitted with a table of contents that clearly identifies and denotes the location of each title and subtitle of the proposal. Additionally, the table of contents must clearly identify and denote the location of all enclosures of the proposal. The table of contents must follow the RFP's structure as much as is practical.

2.6 Offeror Identifying Information

Offerors must provide the following identifying information:

- a. Name and address of business entity submitting the proposal;
- b. Type of business entity (i.e., corporation, partnership);
- c. Place of incorporation, if applicable;
- d. Name and location of major offices and other facilities that relate to the Offeror's performance under the terms of this RFP;
- e. Name, address, business and fax number of the Offeror's principal contact person regarding all contractual matters relating to this RFP;
- f. The Offeror's Federal Employer Identification Number, Jefferson County Vendor Number and Jefferson County Business License Number, if any;
- g. Full name and address for each member, partner, and employee of the Offeror (and any subcontractors) who will perform service's on this project; and
- h. A statement regarding the financial stability of the Offeror, including the ability of the Offeror to perform the functions required by this RFP and to provide those services represented by the Offeror in its response.

2.7 Conflict of Interest

Each Offeror must disclose any existing or potential conflict of interest relative to the performance of the requirements of this RFP. Examples of potential conflicts may include an existing business or personal relationship between the Offeror, its principal, or any affiliate or subcontractor, with the County or any other entity or person involved in any way in the project that is the subject of this RFP. Similarly, any personal or business relationship between the Offeror, the principals, or any affiliate or subcontractor, with any employee of the County or its

suppliers must be disclosed. Any such relationship that might be perceived or represented as a conflict must be disclosed. Failure to disclose any such relationship or reveal personal relationships with state employees may be cause for contract termination. The County will decide if an actual or perceived conflict should result in proposal disqualification.

Each Offeror must reveal any past or existing relationship between the Offeror, its principal, employees, or any affiliate or subcontractor, with any county agency, entity, county employee, or other person in anyway involved in the county's procurement and/or contracting processes. It shall be the sole prerogative of the County to determine if such relationship constitutes a conflict of interest.

By submitting a proposal in response to this RFP, all Offerors affirm that they have not given, nor intend to give, at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or any employee or representative of same, in connection with this procurement.

2.8 Confidential/Proprietary Information

If any material in the proposal submission is considered by Offeror to be confidential or proprietary information (including manufacturing and/or design processes exclusive to the Offeror), Offeror must clearly mark the applicable pages of Offeror's proposal submission to indicate each claim of confidentiality. Additionally, Offeror must include a statement on company letterhead identifying all Proposal section(s) and page(s) that have been marked as confidential. Jefferson County will protect from public disclosure such portions of a proposal, unless directed otherwise by legal authority, including existing open records acts. Merely making a blanket claim that the entire proposal submission is protected from disclosure because it contains some proprietary information is not acceptable, and will make the entire proposal submission subject to release under the Texas Public Information Act.

By submitting a proposal, Offeror agrees to reproduction by Jefferson County, without cost or liability, of any copyrighted portions of Offeror's proposal submission or other information submitted by Offeror.

**FAILURE BY OFFEROR TO INCLUDE ALL LISTED ITEMS
MAY RESULT IN THE REJECTION OF ITS PROPOSAL.**

3. Proposal Submittal

The Proposal is due no later than 11:00 AM CDT, Tuesday, October 30, 2018, and shall include the following:

- Cover sheet identifying the contract/project being proposed, the name and address of Offeror, the date of the proposal, and the telephone and facsimile numbers of Offeror.
- An acknowledgment and/or response to each section of the proposal.
- Form of business (e.g., corporation, sole proprietorship, partnership); if corporation the date and state of incorporation.
- Identification of three (3) entities for which the Offeror is providing or has provided Jail Leasing of the type requested, including the name, position, and telephone number of a contact person at each entity.
- Identification of all legal claims, demands, contracts terminated or lawsuits filed, threatened, or pending against the Offeror and/or its principal/officers for the last three (3) years, as well as identification of any administrative actions or warnings taken or issued by any federal, state, or local governmental agency to Offeror and/or its principals/officers with regard to the provision of the same or similar service as covered by this RFP, or the payment of moneys under the terms of any agreement(s) relating to such services.
- One (1) *original* proposal to include a completed copy of this specifications packet in its entirety; and five (5) numbered proposal *hard copies* to include at a minimum all pages requiring completion and/or marked with instructions to be returned with proposal and any other documentation requested within these specifications, should be mailed or delivered to:

Jefferson County Purchasing Department
1149 Pearl Street, 1st Floor
Beaumont, TX 77701

- Explanations, exceptions, comments, etc., pertaining to the specific sections of the specifications. All comments shall be listed and numbered in order of the respective article of the specification.

4. Scope of Services

Objective

4.1 Background

4.1.1 Purpose

Jefferson County, Texas (“Jefferson County”), owns a jail facility located at 1001 Pearl St., Beaumont, Texas 77701, in the Courthouse in downtown Beaumont (the “Jail”). The Jail is more particularly described on Exhibit “A” attached hereto and made a part hereof.

Jefferson County desires to contract for the Lease of the Jail for purposes of housing non-high-risk prisoners from other jurisdictions. It is contemplated that the Lease services shall be for an initial term of two (2) years with three (3) potential renewal terms of one (1) year each. All contracts which are so procured shall be in the name of Jefferson County.

Jefferson County seeks responses to this Request for Proposal (“RFP”) from private operators with the resources, experience and expertise to operate, manage and maintain the Jail under a lease agreement. Jefferson County reserves the right to reject any and all RFPs which do not comply with the specifications contained herein. It is the intent of Jefferson County to accept that proposal which in Jefferson County’s opinion represents the best interest of Jefferson County, taking into account factors including but not limited to payment, experience and competency of the Respondents.

4.1.2 Background of Jefferson County

Jefferson County was organized in 1836. It is located in the eastern portion of Texas near the Louisiana border. Jefferson County owns and operates a jail facility on a 30 acre site located several miles from downtown Beaumont (the “New Facility”). The New Facility became operational in 1992 and has a current capacity of 1,268 beds. In addition, Jefferson County owns the Downtown Detention Facility, located at the Sheriff’s Department, next to County Courthouse. Jefferson County seeks to utilize the excess capacity of the Jail, to house prisoners from other jurisdictions. This Jail has space for 501 beds. The Sheriff will retain 64 Maximum Security cells for Jefferson County prisoners. These inmates will be supervised by the Sheriff and be the sole responsibility of the Sheriff and Jefferson County. The number of inmates that may be incarcerated in the Jail will be determined by the Texas Commission on Jail Standards (the “Commission”). In the event of emergency such as an evacuation due to natural disaster, the Jefferson County Sheriff’s Office will hold priority on occupying the 501 beds in the Downtown Jail on a temporary basis.

4.1.3 Direction and Management of Jefferson County

Jefferson County is governed by the Commissioners Court, which consists of:

- The Honorable Jeff Branick, Jefferson County Judge
- The Honorable Eddie Arnold, Commissioner, Precinct 1
- The Honorable Brent Weaver, Commissioner, Precinct 2
- The Honorable Michael Sinegal, Commissioner, Precinct 3
- The Honorable Everette “Bo” Alfred, Commissioner, Precinct 4

4.1.4 Requirements for Lease of the Jail

Jefferson County is soliciting responses to this RFP from private companies who have experience in operating, managing and maintaining jail facilities. Jefferson County will make its selection based upon its perception of demonstrated competence, familiarity with Lease issues as well as the reasonableness of the proposed fee for services. An evaluation committee made of Elected Officials, and Jefferson County Department Heads will review the responses to this RFP. At a meeting scheduled after such review, certain persons who have

responded to this RFP may be requested to make oral presentations. If so, those persons will be given at least three (3) business days' prior notice for this purpose of the date, time and place for all oral presentations. However, Jefferson County clearly reserves the right to make selections solely upon the written responses to this RFP. The County reserves the right to approve policies and procedures of the Contractor. The policies and procedures shall be designed to meet Texas Jail Standards.

4.2 Definitions

4.2.1 "Addenda" – Means any written or graphic instruments issued by Jefferson County prior to the consideration of Proposals which modify or interpret the Proposal Documents by additions, deletions, clarifications, or corrections.

4.2.2 "Agreement" – Is that Lease agreement which is actually executed by Jefferson County and the Successful Respondent. The Agreement shall be in substantially the same form as the Proposed Agreement.

4.2.3 "Incidental Interests" – Shall include all contractual rights involving the Jail to which Jefferson County is a party, if any, including, without limitation, all leases, licenses, easements and permits affecting the Jail.

4.2.4 "Notice" – Is that Legal Notice which refers to the Agreement and this RFP and which was printed in the Beaumont Enterprise and The Port Arthur News on September 26, 2018 and October 3, 2018, newspapers of general circulation in Jefferson County, Texas on at least two separate dates. A copy of the Notice is attached as the cover page for the RFP package.

4.2.5 "Proposal Documents" – The Legal Notice, RFP including attachments, and any Addenda issued by Jefferson County prior to the consideration of any Proposals.

4.2.6 "Proposal Form" – The form attached to this RFP package as Payment Proposal.

4.2.7 "Proposal" – Is a complete, properly signed response submitted in accordance with this RFP which is irrevocable during the specified period for evaluation and acceptance of Proposals, and, once an RFP is accepted by Jefferson County, it constitutes agreement by the Successful Respondent to execute a contract document in substantially the same form as the Proposed Agreement, with any revisions or modifications expressly agreed upon by the Successful Respondent and Jefferson County.

4.2.8 "Respondent" – A person or entity who submits a proposal in response to this RFP.

4.2.9 "RFP" – Refers to this document, together with the attachments thereto, and Notice.

4.2.10 "Successful Respondent" – The responsible Respondent who, in Jefferson County's sole opinion, submits the Proposal which is in the best interest of Jefferson County, taking into account factors including but not limited to cost, experience, and competency of Respondent, and to whom Jefferson County intends to award the Agreement.

4.3 Description of Downtown Jail

Jefferson County Downtown Detention Facility has been in operation since September 1981. It is designed as a maximum security detention center.

The Detention Center physical layout by floor is described on the following pages. Respondents will be given the opportunity to tour the facility.

A. FIRST FLOOR

1. Parking Compound
2. Vehicular Sallyport
3. Delivery Area
4. Visitation Area

5. Multi-Purpose Rooms
6. Booking Area
7. Administrative Offices
8. Elevators

B. SECOND AND THIRD FLOORS

The second floor is one of two male floors which, with certain exceptions to be described later, are laid out in identical fashion with the third floor. The second and third floors each contain four, two-run tiers, labeled from west to east as:

1. "A" upper and lower
2. "B" upper and lower
3. "C" upper and lower
4. "D" upper and lower

Definitions

- a. Tanks denote capacity of 24 persons.
- b. Dormitories normally denote capacity of 8 persons.
- c. Cells normally denote capacity of 1 to 4 persons.

NOTE All capacities are listed as a "normal maximum condition." Extraordinary circumstances may require adjustment in "maximum conditions".

Layout

- a. "A" and "D" Tiers – These tiers are essentially mirror images of each other. For each of these tiers there is an observation corridor along the facility outer walls. These contain remote controls and several viewing posts with one-way glass to provide observation of the cell areas. Observation is limited from these view points to only those areas directly in front of them. There is no single location where the whole area may be observed without actually moving in the access corridor in front of the cells.
 - i. "A" lower contains two tanks with a normal maximum population of 24 men each.
 - ii. "A" upper contains one 8-man dormitory with dayroom, two 1-man cells with dayroom, and six 4-man cells with dayroom.
 - iii. "D" lower is a mirror image of "A" lower.
 - iv. "D" upper is a mirror image of "A" upper.
- b. "B" and "C" Tiers – These tiers are essentially mirror images of each other. The walkways of these tiers are directly observable from the control station. There is an observation corridor which lies directly between these two tiers and extends the entire length of these tiers. The interior of the cells can be observed through view ports in this corridor.
 - i. "B" lower and "B" upper each contain sixteen 1-man cells with dayroom.
 - ii. "C" lower and "C" upper each contain sixteen 1-man cells with dayroom.
- c. The specific differences between the second floor and the third floor are listed below.
 - i. Second Floor:
 - Assistant Deputy Chief's Office
 - Lieutenant's Office
 - Support Staff Office
 - Commissary Storage

- Detoxification Tank, observable from Control Center
- ii. Third Floor:
 - 2 Adjustment cells with shower
 - Multi-Purpose Room
- d. Fourth Floor – The fourth floor contains an inmate section (described below), the kitchen, the laundry, the outdoor recreation area, and the maintenance area. There is no observation of housing from the control station. Housing unit observation is accomplished by frequent patrols through observation corridors and cell run corridors.
 - i. Inmate Section:
 - 2 Adjustment cell/shower (also may be used for court ordered juvenile housing).
 - #1 Run, 2 eight-person dormitories, with adjacent dayroom.
 - #2 Run, 3 four-person cells with adjacent dayroom.
 - #3 Run, 5 one-person cells with adjacent dayroom.
 - Multi-Purpose room for church services, etc.
 - ii. Infirmary
 - 4 single-person cells for medical isolation.
 - 1 eight-person ward for special medical.
 - Director of Nurses office.
 - Nurses' Station.
 - Secured drug storage area.
 - Dentist treatment area.
 - Psychological consultation- room.
 - Small storage area.
 - Inmate Classification Section

All inmates under the custody of the Sheriff will receive medical care at Jefferson County Correctional Facility, with the exception of emergency medical care. All Jefferson County inmates will be the responsibility of the Sheriff and Jefferson County. The respondent understands inmates under their supervision will not be covered by Jefferson County's inmate medical care program.

5. Project Requirements

5.1 Objective

Each proposal must include a detailed work plan that addresses how work for Jefferson County would be performed. It shall include detailed personnel assignments. A detailed description of major deliverables to be provided must also be included.

The proposal must include a sample timeline for the completion of each major task included in the proposal to the extent practicable, as well as projected completion dates for each major activity required. All proposals submitted in response to this RFP become the property of Jefferson County.

5.2 Offeror Experience

The successful Offeror must demonstrate extensive experience in and understanding of the nature of research and analysis required in order to carry out the intent of this project.

The proposal must identify all key personnel who are to be part of the proposed consultant team and detail their experience. Jefferson County Commissioners' Court reserves the right to approve each member of the team and to request substitutions.

The Offeror must describe in detail the current and historical experience the Offeror and its subcontractors have that would be relevant to completing the project. The Offeror must provide descriptions and references for all engagements of comparable complexity and sensitivity to the requirements of this RFP that have been conducted within the past five (5) years. References must contain the name of key contacts and a telephone number.

The description of experience must be detailed and cover all relevant contracts that the Offeror and its subcontractors, as applicable, have had and all experience similar to this contract that qualifies the Offeror to meet the requirements of this contract. Included must be the names, titles, addresses, and current telephone numbers of organizations that may be contacted to verify qualifying experience. The Offeror must indicate whether the organizations so listed are included for the purpose of verifying the Offeror's qualifying experience, or the qualifying experience of its subcontractors. Each experience statement also must include the name and types of services directly provided by the Offeror under the contract, and whether the Offeror was the contractor or subcontractor.

The Offeror must briefly state why it believes its proposed services best meet the County's needs and RFP requirements, and the Offeror also must concisely describe any additional features, aspects, or advantages of its services in any relevant area not covered elsewhere in its proposal.

5.3 Offeror Personnel and Organization

The Offeror must provide resumes of all key personnel that will be involved in performing the project, and must provide for each person:

- a. Full name (including full middle name);
- b. An employment history;
- c. A specific description of relevant experience and skills that person has in connection with the conduct of financial advisory services that is the subject of this RFP (limit one page);

- d. A specific indication of what role the individual will have in this project; and
- e. Any additional helpful information to indicate the individual's ability to aid the Offeror in successfully performing the work involved in this RFP (limit to one page).

The resumes must present the required personnel in sufficient detail as to provide the County an indication that the personnel involved can perform the work specified in this RFP. All proposed personnel will be subject to the County approval.

Jefferson County is committed to using the selected Performance Review Company according to reasonable and well-planned timeframes, to the extent possible. Jefferson County is committed to making available its personnel in a similar manner to enable the Performance Review team able to perform its duties in a timely basis. Each Offeror is required to make a statement as to the availability of key personnel to Jefferson County when required.

The key personnel who are to work on this project, identified in the proposal as such, are considered to be essential to the services to be provided. No substitutions of key personnel following contract award will be made without the prior written consent of Jefferson County Commissioners' Court. All requested substitutes must be submitted to the Jefferson County Commissioners' Court, or, together with their resumes, for approval.

Each of the successful Offeror's personnel is subject to removal from this project by Jefferson County Commissioners' Court. In addition, if the person removed is among the project's key personnel, the replacement must be approved by Jefferson County Commissioners' Court. All replacements of key personnel will be paid at the same rate as the person who was replaced, unless the rate normally charged by the replacement is lower, in which case the lower rate will be paid. All replacements of key personnel must be of equal or superior experience as the person replaced.

If applicable, each Offeror must provide a detailed statement setting forth the proposed hourly billing rate for all key personnel, and for each additional staff member to be assigned to the project. The hours each of the key personnel and other staff members are projected to work on the project.

Each Offeror must provide any equipment, software, or data communication lines required by the successful Offeror's personnel to complete the work specified in this document. Each Offeror also must identify any personnel related through blood or marriage to the County or to any current employee of the County.

Each Offeror must provide an organizational chart covering the services offered in its proposal, indicating lines of authority, names, titles, and functions of individuals assigned. The Offeror must assign a contact person to the project.

6. Proposal Evaluation and Selection Process

6.1 Introduction

The proposal evaluation and selection process is detailed in this section, as are other factors, and the format in which the cost response of each proposal must be submitted.

6.2 Payment Proposal

The Offeror must utilize the form provided in Payment Proposal in its submission of a payment proposal in response to this RFP. The payment proposal must be included in each copy of the proposal. Any reworked version of Payment Proposal that is intended to be a substitute for Payment Proposal, that is provided by a Offeror may be determined as non-responsive, and may result in the proposal's disqualification.

6.3 Proposal Evaluation and Selection

Prior to the receipt of proposals, the County will establish an Evaluation Committee. The Committee is expected to include representatives from: Jefferson County Sheriff's Department, Auditor's Office, and Legal.

6.4 Evaluation Criteria:

a. Qualifications – 30%

The proposal shall fully detail the Offeror's qualifications and past experience at operating a facility of this type..

b. Implementation Plan – 20%

The proposal shall list at least three (3) references from current clients.

c. Cost (Payment to Jefferson County) – 50%

The proposal shall fully detail and identify all revenue to be received by the County

The Evaluation Committee may elect to require an oral presentation from each qualified Offeror of the information contained in their proposal. Any invitation for an oral presentation will be solely for the purpose of clarifying proposals received from each qualifying Offeror, and will not represent any decision on the part of the evaluation committee as to the selection of a successful Offeror.

Upon completion of their review and any oral presentations, the Evaluation Committee will convene one or more times to discuss the proposals as a group. Each Evaluation Committee member will individually score each proposal independently. Jefferson County Purchasing Department will collect all scores and aggregate the scores of all Committee members. The Purchasing Department will then prepare a report identifying the proposal that scored the highest in the selection process according to the evaluation criteria described in this RFP and

Upon the selection of an apparent successful Offeror, the Court shall appoint the Purchasing Agent to proceed with contract negotiations and attempt to finalize a written contract with the apparent successful Offeror. If a contract cannot be successfully negotiated within a reasonable period of time, negotiations will be terminated, and negotiations with the next highest-ranking Offeror may commence. This process may continue until a contract is signed

or the RFP is withdrawn. However, the County may, in its sole judgment and at any time upon failure of negotiations, choose to reissue or withdraw the RFP rather than continue with negotiations. A notice of award will be sent to all Offeror s immediately following execution of a written contract.

Key staff of the County will be available to the successful Offeror on a reasonable basis, but may not be available on holidays or weekends.

Payment Proposal

Using this form, each Offeror must state its proposed charges. Each Offeror's charges must include the entire cost of providing the services identified in this RFP.

Cost/Fee Proposals may be submitted in any form(s). Cost will be a factor in the County's selection process.

1. The proposed payment fees to Jefferson County for each year during the term of the Agreement are:

Year One:	\$	_____ per month
Year Two:	\$	_____ per month
Renewal Year One:	\$	_____ per month
Renewal Year Two:	\$	_____ per month
Renewal Year Three:	\$	_____ per month

2. If you are proposing an alternative methodology during the initial term of the Agreement and/or the first or second renewal term, please describe such alternative payment arrangement in detail, including the amounts to be paid thereunder.
3. The proposed use of the Jail is for housing non-high risk prisoners from (identify intended source(s) of non-high risk prisoners:

4. Include a \$0.92/meal cost for meal services provided by Jefferson County Sheriff's Office, Correctional Facility. An option for the respondent to self-contract these services can be discussed.
5. Include a maintenance cost sharing matrix for minor repairs to the Downtown Jail facility. Include possible contributions to capital projects directly related to the safe operation of the Jail as well as meeting Texas Jail Commission Standards.
6. Identify in detail the terms and conditions of all contracts, agreements or understandings between Respondent and all third-party sending jurisdictions from which you will procure, or from which you anticipate procuring, a source of non-high-risk prisoners to be confined in the Jail during the initial term of the Agreement and all renewal terms.
 - a. With respect to all such agreements and understandings:
 - i. Is Jefferson County and/or Jefferson County Sheriff a necessary party to such agreement(s)?
 - ii. Have you complied with all statutes, rules and regulations of the sending jurisdiction in the procurement of a source of non-high-risk prisoners to be confined in the Jail during the term of the Agreement?

- iii. Are all such contracts and agreements in compliance with 37 Texas Administrative Code §297.14?
- b. Provide the name(s), address(es) and phone number(s) of contact person(s) from the sending jurisdiction(s) which have contracted with you or, alternatively, have an understanding with you to supply a source of non-high-risk prisoners for confinement in the Jail during the term of the Agreement, including all renewal terms.
- c. Identify the extent to which you seek assistance from Jefferson County in procuring a supply of non-high-risk prisoners from other jurisdictions to be housed in the Jail during the term of this Agreement.

7. Include a current evacuation plan in the event of emergency, to include that pending a need to evacuate the Jefferson County Correctional Facility, the Jefferson County Sheriff's Office will hold priority on occupying the Downtown Jail on a temporary basis.

8. The Respondent hereby acknowledges receipt of all Addenda issued by Jefferson County, if any, subsequent to the issuance of the RFP.

9. In submitting this Proposal, I certify that:

- a. This Proposal constitutes a **firm offer** to Lease the Jail described in section 4.3 of the RFP and that I understand that said offer shall be irrevocable for the sixty (60) days for review of Proposals following the opening of Proposals, as specified in the Proposal Documents.
- b. The undersigned is authorized to bind the Respondent.
- c. The Respondent has engaged in no consultation, communication or agreement with any competitor regarding said price, or any matter relating to such price, the purpose of which is to restrict competition.
- d. The Respondent complies, or agrees to comply with all requirements set forth in the Proposal Documents.
- e. The Respondent understands that this Proposal will entitle it to be considered as a potential operator of the Jail subject to the terms and conditions of the proposal documents and that Jefferson County will determine, at its sole discretion, whether to accept all, part or none of Respondent's proposal.

10. The Respondent agrees, if this Proposal is accepted in whole or part on or before the end of the specified evaluation period, to fully comply in strict accordance with the Proposal Documents.

State of Incorporation or Primary Place of Business:

Company Name:	
Authorized Signature:	
Title:	

Offeror Must Complete and Return This Page With Offer.

Non-Disclosure Agreement

In consideration of Jefferson County retaining the services of a consultant and because of the sensitivity of certain information which may come under the care and control of Consultant, both parties agree that all information regarding the County or any selected County agency subject to this Contract; or gathered, produced, or derived from this project (Confidential Information) must remain confidential subject to release only by permission of the County, and more specifically agree as follows:

Media releases pertaining to this RFP and/or any resulting contract, or the services to which they relate, will not be made without the prior written consent of the County, and then only in accordance with explicit written instructions from the County. The disclosure of the contents of proposals prior to the award of a contract under this RFP, or any other violation of this section, may result in disqualification.

1. The Information may be used by Consultant only to assist Consultant in connection with its engagement with the County.
2. Consultant will not, at any time, use the Information in any fashion, form, or manner except in its capacity as independent consultant to the County.
3. Consultant agrees to maintain the confidentiality of any and all deliverables resulting from this Contract in the same manner that it protects the confidentiality of its own proprietary products of like kind.
4. The Information may not be copied or reproduced without the County's written consent.
5. All materials made available to Consultant, including copies thereof, must be returned to County upon the first to occur of; (a) completion of the project, or (b) request by the County.
6. The foregoing must not prohibit or limit Consultant use of the information (including, but not limited to, ideas, concepts, know-how, techniques and methodologies) (a) previously known to it, (b) independently developed by it, (c) acquired by it from a third party, or (d) which is or becomes part of the public domain through no breach to Consultant of this agreement.
7. This agreement shall become effective as of the date Information is first made available to Consultant and must survive the contract and be a continuing requirement.
8. The breach of this Nondisclosure Agreement by Consultant shall entitle the County to immediately terminate the Agreement upon written notice to Contractor for such breach. The parties acknowledge that the measure of damages in the event of a breach of this Nondisclosure Agreement may be difficult or impossible to calculate, depending on the nature of the breach. Regardless of whether the County elects to terminate the Agreement upon the breach hereof, the County may require Consultant to pay to the County the sum of \$1,000 for each breach as liquidated damages. This amount is not intended to be in the nature of a penalty, but is intended to be a reasonable estimate of the amount of damages to the County in the event of a breach hereof by Consultant. Comptroller does not waive any right to seek additional relief, either equitable or otherwise, concerning any breach of this Agreement.

[Printed Name of Consultant]

By: _____

Title: _____

Date: _____

Offeror Must Complete and Return This Page With Offer.

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 OFFER.

REFERENCE ONE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Email Address: _____ Contract Period: _____

Scope of Work: _____

REFERENCE TWO

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Email Address: _____ Contract Period: _____

Scope of Work: _____

REFERENCE THREE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Email Address: _____ Contract Period: _____

Scope of Work: _____

Offeror Must Complete and Return This Page With Offer.

Signature Page

As permitted under Article 4413 (32c) V.A.C.S., other governmental entities may wish to participate under the same terms and conditions contained in this contract (i.e., piggyback). In the event any other entity participates, all purchase orders will be issued directly from and shipped directly to the entity requiring supplies/services. Jefferson County shall not be held responsible for any orders placed, deliveries made or payment for supplies/services ordered by another entity. Each entity reserves the right to determine their participation in this contract.

Would Offeror be willing to allow other governmental entities to piggyback off this contract, if awarded, under the same terms and conditions? **Yes** **No**

This offer shall remain in effect for ninety (90) days from proposal opening and shall be exclusive of federal excise and state and local sales tax (exempt).

The undersigned agrees, if this proposal is accepted, to furnish any and all items upon which prices are offered, at the price and upon the terms and conditions contained in the Request for Proposal, Conditions of Request for Proposal, Terms of Contract, and Specifications and all other items made a part of the accepted contract.

The undersigned affirms that they are duly authorized to execute the contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other Offeror, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other Offeror or to any other person(s) engaged in this type of business prior to the official opening of this proposal. And further, that neither the Offeror 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 submit a proposal or not to submit a proposal thereon.

Offeror (Entity Name)

Signature

Street & Mailing Address

Print Name

City, State & Zip

Date Signed

Telephone Number

Fax Number

E-mail Address

Offeror Must Complete and Return This Page With Offer.

Conflict of Interest Questionnaire

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>		
<p>1 <input type="text"/> Name of vendor who has a business relationship with local governmental entity.</p>		OFFICE USE ONLY
<p>2 <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire.</p> <p>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)</p>		Date Received
<p>3 <input type="text"/> Name of local government officer about whom the information in this section is being disclosed.</p> <p style="text-align: center;">Name of Officer</p> <p>This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.</p> <p>A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>D. Describe each employment or business and family relationship with the local government officer named in this section.</p>		
4	<p style="text-align: center;">Signature of vendor doing business with the governmental entity</p> <p style="text-align: center;">Date</p>	

Adopted 8/7/2015

Offeror Must Complete and Return This Page With Offer.

Local Government Officer
Conflicts Disclosure Statement - OFFICE USE ONLY

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT		FORM CIS
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.</p>		
<p>1 <input type="checkbox"/> Name of Local Government Officer</p>	<p>OFFICE USE ONLY</p>	
<p>2 <input type="checkbox"/> Office Held</p>	<p>Date Received</p>	
<p>3 <input type="checkbox"/> Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code</p>		
<p>4 <input type="checkbox"/> Description of the nature and extent of employment or other business relationship with vendor named in item 3</p>		
<p>5 <input type="checkbox"/> List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).</p>	<p>Date Gift Accepted _____ Description of Gift _____</p> <p>Date Gift Accepted _____ Description of Gift _____</p> <p>Date Gift Accepted _____ Description of Gift _____</p> <p style="text-align: center;">(attach additional forms as necessary)</p>	
<p>6 <input type="checkbox"/> AFFIDAVIT</p>	<p>I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.</p>	
<hr style="width: 20%; margin-left: auto; margin-right: 0;"/> <p style="margin: 0;">Signature of Local Government Officer</p>		
<p>AFFIX NOTARY STAMP / SEAL ABOVE</p>		
<p>Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20 _____, to certify which, witness my hand and seal of office.</p>		
<p>Signature of officer administering oath</p>		<p>Printed name of officer administering oath</p>
		<p>Title of officer administering oath</p>

Adopted 8/7/2015

Offeror Must Complete and Return This Page With Offer.

Good Faith Effort (GFE)

DETERMINATION CHECKLIST

This information must be submitted with your proposal.

Instructions: In order to determine if a “Good Faith Effort” was made in soliciting HUBs for subcontracting opportunities, the following checklist and supporting documentation shall be completed by the Prime Contractor/Consultant, and returned with the Prime Contractor/ Consultant’s bid. This list contains the **minimum** efforts that should be put forth by the Prime Contractor/Consultant when attempting to achieve or exceed the goals of HUB Subcontractor participation. The Prime Contractor/Consultant may extend his/her efforts in soliciting HUB Subcontractor participation beyond what is listed below.

Did the Prime Contractor/Consultant . . .

Yes No 1. To the extent practical, and consistent with standard and prudent industry standards, divide the contract work into the smallest feasible portions, to allow for maximum HUB Subcontractor participation?

Yes No 2. **Notify** in writing a reasonable number of HUBs, allowing sufficient time for effective participation of the planned work to be subcontracted?

Yes No 3. **Provide** HUBs that were genuinely interested in bidding on a subcontractor, adequate information regarding the project (i.e., plans, specifications, scope of work, bonding and insurance requirements, and a point of contract within the Prime Contractor/Consultant’s organization)?

Yes No 4. **Negotiate** in good faith with interested HUBs, and not reject bids from HUBs that qualify as lowest and responsive bidders?

Yes No 5. **Document** reasons HUBs were rejected? Was a written rejection notice, including the reason for rejection, provided to the rejected HUBs?

Yes No 6. If Prime Contractor/Consultant has zero (0) HUB participation, **please explain the reasons why.**

**If “No” was selected, please explain and include any pertinent documentation with your bid.
If necessary, please use a separate sheet to answer the above questions.**

Printed Name of Authorized
Representative

Signature

Title

Date

Offeror Must Complete and Return This Page With Offer.

Notice of Intent (NOI) to Subcontract with Historically Underutilized Business (HUB)

This information must be submitted with your bid.

Bidder intends to utilize subcontractors/subconsultants in the fulfillment of this contract (if awarded).
 Yes No

Instructions for Prime Contractor/Consultant: Bidder shall submit this form with the bid; however, the information below may be submitted after contract award, but prior to beginning performance on the contract. Please submit one form for each HUB Subcontractor/Subconsultant with proper signatures, per the terms and conditions of your contract.

Contractor Name: _____ HUB: Yes No

Address: _____
 Street _____ City _____ State _____ Zip _____

Phone (with area code): _____ Fax (with area code): _____

Project Title & No.: _____

Prime Contract Amount: \$ _____

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Tx. Bldg & Procurement Comm. Jefferson County Tx Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Printed Name of Contractor Representative

Signature of Representative

Date

Printed Name of HUB

Signature of Representative

Date

NOTE: NOTHING ON THIS NOTICE OF INTENT FORM IS INTENDED TO CONFER ANY RIGHTS, EXPRESSED OR IMPLIED, TO ANY THIRD PARTIES.

Pre-Approval for Subcontractor Substitutions must be obtained from the Jefferson County Purchasing Agent's Representative. The "HUB Subcontractor/Subconsultant Change Form" must be completed and faxed to 409-835-8456.

Offeror Must Complete and Return This Page With Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 1 OF 4

This information must be submitted with your bid.

Bidder intends to utilize subcontractors/subconsultants in the fulfillment of this contract (if awarded).

Yes No

Prime Contractor: _____ HUB: Yes No

HUB Status (Gender & Ethnicity): _____

Address: _____
 Street _____ City _____ State _____ Zip _____

Phone (with area code): _____ Fax (with area code): _____

Project Title & No.: _____ IFB/RFP No.: _____

Total Contract: \$ _____ Total HUB Subcontract(s): \$ _____

Construction HUB Goals: 12.8% MBE: _____ % 12.6% WBE: _____ %

Sub-goals: 1.7 African-American, 9.7% Hispanic, 0.7% Native American, 0.8% Asian American.
 Use these goals as a guide to diversify.

FOR HUB OFFICE USE ONLY:

Verification date HUB Program Office reviewed and verified HUB Sub information Date: _____ Initials: _____

PART I. HUB SUCONTRACTOR DISCLOSURE

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Texas Bldg & Procurement Comm. Texas Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Offeror Must Complete and Return This Page With Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 2 OF 4

HUB SUBCONTRACTOR DISCLOSURE

PART I: Continuation Sheet
(Duplicate as Needed)

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Tx. Bldg & Procurement Comm. Jefferson County Tx Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Tx. Bldg & Procurement Comm. Jefferson County Tx Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

**All HUB Subcontractor Participation may be verified with the
HUB Subcontractor(s) listed on Part I.**

Offeror Must Complete and Return This Page With Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 3 OF 4

PART II: STATEMENT OF NON-COMPLIANCE FOR NOT MEETING HUB SUBCONTRACTING GOALS

Please complete Good Faith Effort (GFE) Checklist and attach any supporting documentation.

Our firm was unable to meet the HUB goals for this project for the following reasons:

- All subcontractors to be utilized are "Non-HUBs." (Complete Part III)
- HUBs were solicited but did not respond.
- HUBs solicited were not competitive.
- HUBs were unavailable for the following trade(s):
- Other: _____

Was the Jefferson County HUB Office contacted for assistance in locating HUBs? Yes No

PART III: DISCLOSURE OF OTHER "NON-HUB" SUBCONTRACTS

The bidder shall use this area to provide a listing of all "Non-HUB" Subcontractors, including suppliers, that will perform under this project. A list of those "Non-HUB" Subcontractors the bidder selects, after bid submission, shall be provided to the Purchasing Office not later than five (5) calendar days after being notified that bidder is the apparent low bidder. A list of those "Non-HUB" Subcontractors that are selected after contract award must be provided **immediately** after their selection.

Subcontractor Name: _____

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: _____ \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Subcontractor Name: _____

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: _____ \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Offeror Must Complete and Return This Page With Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 4 OF 4

Subcontractor Name: _____

Address: _____
Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: _____ \$ _____ Percentage of Prime Contract: _____ % _____

Description of Subcontract Work to be Performed: _____

Subcontractor Name: _____

Address: _____
Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: _____ \$ _____ Percentage of Prime Contract: _____ % _____

Description of Subcontract Work to be Performed: _____

I hereby certify that I have read the *HUB Program Instructions and Information*, truthfully completed all applicable parts of this form, and **attached any necessary support documentation as required**. I fully understand that intentionally falsifying information on this document may result in my not receiving a contract award or termination of any resulting contract.

Name (print or type): _____

Title: _____

Signature: _____

Date: _____

E-mail address: _____

Contact person that will be in charge of invoicing for this project:

Name (print or type): _____

Title: _____

Date: _____

E-mail address: _____

Offeror Must Complete and Return This Page With Offer.

Residence Certification/Tax Form

Pursuant to Texas Government Code §2252.001 *et seq.*, as amended, Jefferson County requests Resident Certification. §2252.001 *et seq.* of the Government Code provides some restrictions on the awarding of governmental contracts; pertinent provisions of §2252.001 are stated below:

- (3) "Nonresident bidder" refers to a person who is not a resident.
- (4) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

- I certify that _____ [company name] is a Resident Bidder of Texas as defined in Government Code §2252.001.
- I certify that _____ [company name] is a Nonresident Bidder as defined in Government Code §2252.001 and our principal place of business is _____ (city and state).

Taxpayer Identification Number (T.I.N.):	
Company Name submitting bid/proposal:	
Mailing address:	
If you are an individual, list the names and addresses of any partnership of which you are a general partner:	

Property: List all taxable property owned by you or above partnerships in Jefferson County.

Jefferson County Tax Acct. No.*	Property address or location**

* This is the property amount identification number assigned by the Jefferson County Appraisal District.

** For real property, specify the property address or legal description. For business property, specify the address where the property is located. For example, office equipment will normally be at your office, but inventory may be stored as a warehouse or other location.

Offeror Must Complete and Return This Page With Offer.

Bid Affidavit

The undersigned certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final. Bidder further certifies and agrees to furnish any and/or all commodities upon which prices are extended at the price offered, and upon the conditions contained in the specifications and the Notice to Bidders.

STATE OF _____ COUNTY OF _____

BEFORE ME, the undersigned authority, a Notary Public in and for the State of _____, on this day personally appeared _____, who (name) after being by me duly sworn, did depose and say:

“I, _____ am a duly authorized officer of/agent (name) for _____ and have been duly authorized to execute the (name of firm) foregoing on behalf of the said _____ (name of firm).

I hereby certify that the foregoing bid has not been prepared in collusion with any other bidder or other person or persons engaged in the same line of business prior to the official opening of this bid. Further, I certify that the bidder is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services/commodities bid on, or to influence any person or persons to bid or not to bid thereon.”

Name and address of bidder: _____

Fax: _____ Telephone#: _____
by: _____ Title: _____
(print name)

Signature: _____

SUBSCRIBED AND SWORN to before me by the above-named _____ on

this the _____ day of _____, 2018.

Notary Public in and for
the State of _____

Offeror Must Complete and Return This Page With Offer.

C L A Y B A R
HAVEN OF REST CEMETERY

**Bid to Provide
Indigent Burial Plots**



Jefferson County, Texas
Bid No. IFB 18-036/YS

September 10, 2018



HILLCREST MEMORIAL GARDENS, INC.

dba Claybar Haven of Rest Cemetery

September 10, 2018

Ms. Deborah L. Clark
Purchasing Agent
Jefferson County, Texas

RE: Indigent Burial Plots
Bid No. IFB 18-036/YS

We are pleased to provide the enclosed bid to assist Jefferson County in providing for indigent burial services.

We appreciate the concern our Commissioners have shown in caring for the interment needs of least fortunate of our County residents. We also appreciate the opportunity to partner with Jefferson County during the past 5 years and would hope to continue this partnership in the years ahead

As you are aware, to accommodate the indigent needs of Jefferson County, we created "Serenity Gardens," a dedicated section of Haven of Rest Cemetery sufficient in size to care for the interment needs of our County for the next 10 years.

Haven of Rest Cemetery is licensed by the State of Texas Funeral Service Commission as a perpetual care cemetery.

We have taken great pride in providing this service to our county residents and in the dignity and professionalism we have afforded families during the most difficult of times.

We respectfully submit our bid and the supporting documents. We appreciate your consideration and look forward to continuing our partnership with Jefferson County to provide dignified, compassionate burial services for the less fortunate.

Sincerely,

Warren Claybar
President



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah L. Clark, Purchasing Agent

1149 Pearl Street, 1st Floor, Beaumont, TX 77701 409-835-8593 Fax 409-835-8456

LEGAL NOTICE
Advertisement for Invitation for Bids

August 6, 2018

Notice is hereby given that sealed bids will be accepted by the Jefferson County Purchasing Department for IFB 18-036/YS, Term Contract for Indigent Burial Plots for Jefferson County. Specifications for this project may be obtained from the Jefferson County website, <http://www.co.jefferson.tx.us/Purchasing/main.htm> or by calling 409-835-8593.

Bids are to be sealed and addressed to the Purchasing Agent with the bid number and name marked on the outside of the envelope or box. Bidders shall forward an original and two (2) copies of their bid to the address shown below. Jefferson County does not accept bids submitted electronically. Late bids will be rejected as non-responsive. Bids will be publicly opened and read aloud in the Jefferson County Commissioners' Courtroom at the time and date below. Bidders are invited to attend the sealed bid opening.

BID NAME: Term Contract for Indigent Burial Plots for Jefferson County
BID NO: IFB 18-036/YS
DUE DATE/TIME: 11:00 AM CDT, Tuesday, September 11, 2018
MAIL OR DELIVER TO: Jefferson County Purchasing Department
 1149 Pearl Street, 1st Floor
 Beaumont, Texas 77701

Any questions relating to these requirements should be directed to Yea-Mei Sauer, Contract Specialist, ysauer@co.jefferson.tx.us.

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.

All interested firms are invited to submit a bid in accordance with the terms and conditions stated in this bid.

RESPONDENTS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE INVITATION.

A handwritten signature in black ink that reads "Deborah L. Clark".

Deborah L. Clark, Purchasing Agent
 Jefferson County, Texas

Publish: Beaumont Enterprise & Port Arthur News – August 8, 2018 & August 15, 2018

IFB 18-036/YS
Term Contract for Indigent Burial Plots for Jefferson County
Bids due: 11:00 AM CDT, Tuesday, September 11, 2018

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Bid Submissions:

Bidder is responsible for submitting:

- One (1) *original* bid copy to include a completed copy of this specifications packet, in its entirety.
- Two (2) numbered bid *copies* to include at a minimum all pages requiring completion and/or marked with instructions to be returned with bid submission and any other documentation requested within these specifications.

Additionally, Bidder must monitor the Jefferson County Purchasing Department Website (below) to see if addenda or additional instructions have been posted. Failure to return all required forms could result in a response being declared as non-responsive.

<http://www.co.jefferson.tx.us/purchasing/main.htm>

Instructions to Bidders

1. Bid Submission

Bids must be submitted in complete original form by mail or messenger to the following address:

Jefferson County Purchasing Department
1149 Pearl Street, 1st Floor
Beaumont, TX 77701

Bids will be accepted at the above address until the time and date specified herein, and immediately after will be publicly opened and read aloud.

Bidder shall submit bid in a tightly sealed opaque envelope or box, plainly marked "SEALED BID." The outside of the envelope or box shall also include the Bid Number, Bid Name, Bid Due Date, and the Bidder's Name and Address; and shall be addressed to the Purchasing Agent.

Late bids will not be accepted and will be returned unopened to the bidder.

All bids submitted in response to this invitation shall become the property of Jefferson County and will be a matter of public record available for review.

2. Bid Submissions During Time of Inclement Weather, Disaster, or Emergency

In case of inclement weather or any other unforeseen event causing the County to close for business on the date of a bid/proposal/statement of qualifications submission deadline, the closing will automatically be postponed until the next business day that County offices are open to the public. Should inclement weather conditions or any other unforeseen event cause delays in courier service operations, the County may issue an addendum to all known vendors interested in the project to extend the deadline. It will be the responsibility of the vendor to notify the county of their interest in the project should these conditions impact their ability to submit a bid/proposal/statement of qualifications submission before the stated deadline. The County reserves the right to make the final judgement call to extend any deadline.

Should an emergency or unanticipated event interrupt normal County processes, and bid/proposal/statement of qualifications submissions cannot be received by the Jefferson County Purchasing Department's office by the exact time specified in the IFB and urgent County requirements preclude amendment to the IFB, the time specified for receipt of bids will be deemed to be extended to the same time of day specified in the solicitation on the first business day on which normal County processes resume.

3. Courthouse Security

Bidders are advised that all visitors to the Courthouse must pass through Security. **Bidders planning to hand deliver bids must allow time to get through Security, as a delay in entering the Courthouse will not be accepted as an excuse for late submittal.** Mondays and Tuesdays are particularly heavy days. Bidders are strongly urged to plan accordingly.

4. Preparation of Bids

The bid shall be legibly printed in ink or typed.

The County requests that bid submissions NOT be bound by staples or glued spines.

If a unit price or extension already entered is to be altered, it shall be crossed out and initialed in ink by the bidder.

The bid shall be legally signed and shall include the complete address of the bidder.

Jefferson County is exempt from Federal and State Sales Taxes, and such taxes shall not be included in bid prices.

5. Signatures

All bids, notifications, claims, and statements must be signed by an individual authorized to bind the bidder. The individual signing certifies, under penalty of perjury, that he or she has the legal authorization to bind the bidder.

6. County Holidays – 2018:

January 1	Monday	New Year's
January 15	Monday	Martin Luther King, Jr. Day
February 19	Monday	President's Day
March 30	Friday	Good Friday
May 28	Monday	Memorial Day
July 4	Wednesday	Independence Day
September 3	Monday	Labor Day
November 12	Monday	Veteran's Day
November 22 & 23	Thursday & Friday	Thanksgiving
December 24 & 25	Monday & Tuesday	Christmas
January 1, 2019	Tuesday	New Year's

7. Rejection or Withdrawal

Submission of additional terms, conditions or agreements with the bid document are grounds for deeming a bid non-responsive and may result in bid rejection. Jefferson County reserves the right to reject any and all bids and to waive any informalities and minor irregularities or defects in bids. Bids may be withdrawn in person by a bidder or authorized representative, provided their identity is made known and a receipt is signed for the bid, but only if the withdrawal is made prior to the time set for receipt of bids. Bids are an irrevocable offer and may not be withdrawn within 90 days after opening date.

8. Emergency/Declared Disaster Requirements

In the event of an emergency or if Jefferson County is declared a disaster area, by the County, State, or Federal Government, this Acceptance of Offer may be subjected to unusual usage. Contractor shall service the county during such an emergency or declared disaster under the same terms and conditions that apply during non-emergency/disaster conditions. The pricing as specified in this Acceptance of Offer shall apply to serving the County's needs regardless of the circumstances. If Contractor is unable to supply the services under the terms of the Acceptance of Offer, then Contractor shall provide proof of such disruption and a copy of the invoice from Contractor's supplier(s). Additional profit margin as a result of supplying services during an emergency or declared disaster shall not be permitted. In the event that additional equipment, supplies, and materials are required during the declared disaster, additional shipping, handling and drayage fees may apply.

9. Award

The bid will be awarded to the responsible, responsive bidder(s) whose bid, conforming to the solicitation, will be most advantageous to Jefferson County – price and other factors considered. Unless otherwise specified in this IFB, Jefferson County reserves the right to accept a bid in whole or in part, and to award by item or by group, whichever is deemed to be in the best interest of Jefferson County. Any bidder who is in default to Jefferson County at the time of submittal of the bid shall have that bid rejected. Jefferson County reserves the right to clarify any contractual terms with the concurrence of the Contractor; however, any substantial nonconformity in the offer, as determined by Jefferson County, shall be deemed non-responsive and the offer rejected.

In evaluating bids, Jefferson County shall consider the qualifications of the bidders, and, where applicable, operating costs, delivery time, maintenance requirements, performance data, and guarantees of materials and equipment. In addition, Jefferson County may conduct such investigation as it deems necessary to assist in the evaluation of a bid and to establish the responsibility, qualifications, and financial ability of the bidders to fulfill the contract.

Jefferson County reserves the right to award this contract on the basis of **lowest and best bid** in accordance with the laws of the State of Texas, to waive any formality or irregularity, to make awards to more than one offeror, and/or to reject any or all bids. In the event the lowest dollar offeror meeting

specifications is not awarded a contract, Offeror may appear before the Commissioners' Court and present evidence concerning Offeror responsibility after officially notifying the Office of the Purchasing Agent of Offeror's intent to appear.

10. Contract

A response to an IFB is an offer to contract with Jefferson County based upon the terms, conditions, and specifications contained in the IFB. Bids do not become contracts unless and until they are executed by Jefferson County, eliminating a formal signing of a separate contract. For that reason, all of the terms and conditions of the contract are contained in the IFB, unless any of the terms and conditions is modified by an IFB Amendment, a Contract Amendment, or by mutually agreed terms and conditions in the contract documents.

11. Waiver of Subrogation

Bidder and bidder's insurance carrier waive any and all rights whatsoever with regard to subrogation against Jefferson County as an indirect party to any suit arising out of personal or property damages resulting from bidder's performance under this agreement.

12. Fiscal Funding

A multi-year contract (if requested by the specifications) continuing as a result of an extension option must include fiscal funding out. If, for any reason, funds are not appropriated to continue the contract, said contract shall become null and void.

13. Bid Results

Bid results are not provided in response to telephone inquiries. A preliminary tabulation of bids received will be posted on the Purchasing web page (<http://co.jefferson.tx.us/purchasing/main.htm>) as soon as possible following bid opening. A final tabulation will be posted following bid award, and will also be available for review in the Purchasing Department.

14. Changes and Addenda to Bid Documents

Each change or addendum issued in relation to this IFB document will be on file in the Office of the Purchasing Agent, and will be posted on the Purchasing web site as soon as possible. It shall be the bidder's responsibility to make inquiry as to change or addenda issued, and to monitor the web site. All such changes or addenda shall become part of the contract and all bidders shall be bound by such addenda. Information on all changes or addenda issued will be available at the Office of the County Purchasing Agent.

15. Specifications

Unless otherwise stated by the bidder, the bid will be considered as being in accordance with Jefferson County's applicable standard specifications, and any special specifications outlined in the bid document. References to a particular trade name, manufacturer's catalogue, or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of Jefferson County, and should not be construed as excluding bids on other types of materials, equipment, and supplies. However, the bidder, if awarded a contract, will be required to furnish the particular item referred to in the specifications or description unless departure or substitution is clearly noted and described in the bid. Jefferson County reserves the right to determine if equipment/ product being bid is an acceptable alternate. All goods shall be new unless otherwise so stated in the bid. Any unsolicited alternate bid, or any changes, insertions, or omissions to the terms and conditions, specifications, or any other requirements of the bid, may be considered non-responsive.

16. Delivery

Bids shall include all charges for delivery, packing, crating, containers, etc. Unless otherwise stated by the bidder (in writing on the included Bid Form), prices bid will be considered as being based on F.O.B. destination/delivered freight included.

17. Interpretation of Bid and/or Contract Documents

All inquiries shall be made within a reasonable time prior to the date and time fixed for the bid opening, in order that a written response in the form of an addendum, if required, can be processed before the bids are opened. Inquiries received that are not made in a timely fashion may or may not be considered.

18. Currency

Prices calculated by the bidder shall be stated in U.S. dollars.

19. Pricing

Prices shall be stated in units of quantity specified in the bid documents. In case of discrepancy in computing the amount of the bid, the unit price shall govern.

20. Notice to Proceed/Purchase Order

The successful bidder may not commence work under this contract until authorized to do so by the Purchasing Agent.

21. Certification

By signing the offer section of the Offer and Acceptance page, bidder certifies:

- The submission of the offer did not involve collusion or other anti-competitive practices.
- The bidder has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to any public servant in connection with the submitted offer.
- The bidder hereby certifies that the individual signing the bid is an authorized agent for the bidder and has the authority to bind the bidder to the contract.

22. Definitions

"County" – Jefferson County, Texas.

"Contractor" – The bidder whose proposal is accepted by Jefferson County.

23. Minority-Women Business Enterprise Participation

It is the desire of Jefferson County to increase the participation of Minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the County does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms.

General Conditions of Bidding and Terms of Contract

By execution of this document, the vendor accepts all general and special conditions of the contract as outlined below and in the specifications and plans.

1. Bidding

- 1.1 **Bids.** All bids must be submitted on the bid form furnished in this package.
- 1.2 **Authorized Signatures.** The bid must be executed personally by the vendor, duly authorized partner of the partnership, or duly authorized officer of the corporation. If executed by an agent, a power of attorney or other evidence of authority to act on behalf of the vendor shall accompany the bid to become a valid bid.
- 1.3 **Late Bids.** Bids must be in the office of the Jefferson County Purchasing Agent before or at the specified time and date bids are due. Bids received after the submission deadline shall be rejected as non-responsive and returned unopened.
- 1.4 **Withdrawal of Bids Prior to Bid Opening.** A bid may be withdrawn before the opening date by submitting a written request to the Purchasing Agent. If time allows, the bidder may submit a new bid. Bidder assumes full responsibility for submitting a new bid before or at the specified time and date bids are due. Jefferson County reserves the right to withdraw a request for bids before the opening date.
- 1.5 **Withdrawal of Bids after Bid Opening.** Bidder agrees that its offer may not be withdrawn or cancelled by the vendor for a period of ninety (90) days following the date and time designated for the receipt of bids unless otherwise stated in the bid and/or specifications.
- 1.6 **Bid Amounts.** Bids shall show net prices, extensions where applicable and net total. In case of conflict between unit price and extension, the unit price will govern. Any ambiguity in the bid as a result of omission, error, unintelligible or illegible wording shall be interpreted in the favor of Jefferson County.
- 1.7 **Exceptions and/or Substitutions.** All bids meeting the intent of the specifications and plans will be considered for award. Vendors taking exception to the specifications and plans, or offering substitutions, shall state these exceptions in the section provided. If bid is made on an article other than the one specified, which a bidder considers comparable, the name and grade of said article must be specified in the bid and sufficient specifications and descriptive data must accompany same to permit thorough evaluation. The absence of stated exceptions and/or substitutions shall indicate that the vendor has not taken any exceptions to the specifications and shall be responsible to perform in strict accordance with the specifications. As a matter of practice, Jefferson County rejects exception(s) and /or substitutions as non-responsive but reserves the right to accept any and/or all of the exception(s) and/or substitution(s) deemed to be in the best interest of Jefferson County.
- 1.8 **Alternates.** The Invitation for Bid and/or specifications may expressly allow bidder to submit an alternate bid. Presence of such an offer shall not be considered an indication of non-responsiveness.
- 1.9 **Descriptions.** Unless otherwise specified, any reference to make, manufacturer and/or model used in the bid specifications is merely descriptive and not restrictive, and is used only to indicate type, style, or quality of material desired.
- 1.10 **Bid Alterations.** Bids cannot be altered or amended after submission deadline. Any interlineations, alterations, or erasures made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.
- 1.11 **Tax Exempt Status.** Jefferson County is exempt from federal excise tax and state sales tax. Unless the bid form or specifications specifically indicate otherwise, the bid price must be net, exclusive of above-mentioned taxes and will be so construed. Therefore, the bid price shall not include taxes.
- 1.12 **Quantities.** Quantities indicated are estimated quantities only and are not a commitment to buy. Approximate usage does not constitute an order, but only implies the probable quantity that will be used. Commodities will be ordered on an as-needed basis. Bidder is responsible for accurate final counts.
- 1.13 **Bid Award.** Award of contract shall be made to the most responsible, responsive bidder, whose offer is determined to be the best value, taking into consideration the relative importance of price. Jefferson County reserves the right to be the sole judge as to whether items bid will serve the purpose

intended. Jefferson County reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of the County. Jefferson County reserves the right to award based upon individual line items, sections or total bid.

1.14 Silence of Specifications for Complete Units. All materials, equipment and/or parts that will become a portion of the completed work, including items not specifically stated herein but, necessary to render the service(s) complete and operational per the specifications, are to be included in the bid price. Vendor may be required to furnish evidence that the service, as bid, will meet or exceed these requirements.

1.15 Addenda. Any interpretations, corrections or changes to the specifications and plans will be made by addenda no later than forty-eight (48) hours prior to the bid opening. Addenda will be posted on the Purchasing web site. Vendors are responsible for monitoring the web site in order to remain informed on addenda. Vendors shall acknowledge receipt of all addenda with submission of bid.

1.16 General Bid Bond/Surety Requirements. Failure to furnish bid bond/surety, if requested, will result in bid being declared non-responsive. Non-responsive bids will not be considered for award.

1.17 General Insurance Requirements. Failure to furnish Affidavit of Insurance, if required in these specifications, will result in bid being declared non-responsive. Non-responsive bids will not be considered for award.

1.18 Responsiveness. A responsive bid shall substantially conform to the requirements of this Invitation to Bid and/or specifications contained herein. Bidders who substitute any other terms, conditions, specifications and/or requirements or who qualify their bids in such a manner as to nullify or limit their liability to the contracting entity shall have their bids deemed non-responsive. Also, bids containing any clause that would limit contracting authority shall be considered non-responsive. Examples of non-responsive bids include but shall not be limited to: a) bids that fail to conform to required delivery schedules as set forth in the bid request; b) bids with prices qualified in such a manner that the bid price cannot be determined, such as with vague wording that may include "price in effect at the time of delivery," and c) bids made contingent upon award of other bids currently under consideration.

1.19 Responsible Standing of Bidder. To be considered for award, bidder must at least: have the ability to obtain adequate financial resources, be able to comply with required or proposed delivery/completion schedule, have a satisfactory record of performance; have a satisfactory record of integrity and ethics, and be otherwise qualified and eligible to receive award.

1.20 Confidential/Proprietary Information

If any material in the bid submission is considered by Bidder to be confidential or proprietary information (including manufacturing and/or design processes exclusive to the Bidder), Bidder must clearly mark the applicable pages of Bidder's bid submission to indicate each claim of confidentiality. Additionally, Bidder must include a statement on company letterhead identifying all Bid Submission section(s) and page(s) that have been marked as confidential. Jefferson County will protect from public disclosure such portions of a bid, unless directed otherwise by legal authority, including existing open records acts. Merely making a blanket claim that the entire bid submission is protected from disclosure because it contains some proprietary information is not acceptable, and will make the entire bid submission subject to release under the Texas Public Information Act.

By submitting a bid, Bidder agrees to reproduction by Jefferson County, without cost or liability, of any copyrighted portions of Bidder's bid submission or other information submitted by Bidder.

1.21 Public Bid Opening. Bidders are invited to be present at the opening of bids. After the official opening of bids, a period of not less than one week is necessary to evaluate bids. The amount of time necessary for bid evaluation may vary and is determined solely by the County. Following the bid evaluation, all bids submitted are available for public review.

2. Performance

2.1 Design, Strength, and Quality. Design, strength, and quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practices. The apparent silence of specifications and/or plans as to any detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications and/or plans shall be made on the basis of this statement.

2.2 Age and Manufacture. All tangible goods being bid must be new and unused, unless otherwise specified, in first-class condition, of current manufacture, and furnished ready to use. All items not specifically mentioned that are required for a complete unit shall be furnished.

2.3 Delivery Location. All deliveries will be made to the address(es) specified on the purchase order during normal working hours of 8:00 a.m. to 4:00 p.m., Monday through Friday, unless otherwise authorized by the Purchasing Agent or designee.

2.4 Delivery Schedule. Delivery time may be an important consideration in the evaluation of best value. The maximum number of days necessary for delivery ARO shall be stated in the space, if provided, on the bid form.

2.5 Delivery Charges. All delivery and freight charges, F.O.B. destination shown on Jefferson County purchase order, as necessary to perform contract are to be included in the bid price.

2.6 Installation Charges. All charges for assembly, installation and set-up shall be included in the bid price. Unless otherwise stated, assembly, installation and set-up will be required.

2.7 Operating Instructions and Training. Clear and concise operating instructions and descriptive literature will be provided in English, if requested. On-site detailed training in the safe and efficient use and general maintenance of item(s) purchased shall be provided as needed at the request of Jefferson County. Instructions and training shall be at no additional cost to the County.

2.8 Storage. Bidder agrees to provide storage of custom ordered materials, if requested, for up to thirty (30) calendar days.

2.9 Compliance with Federal, State, County, and Local Laws. Bids must comply with all federal, state, county and local laws, including, but not limited to, all applicable standard safety, emission, and noise control requirements. Any vehicles or equipment shall contain all standard safety, emission, and noise control requirements required for the types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or service, to comply with all applicable codes and ordinances of Jefferson County or the State of Texas as they may apply, as these laws may now read, or as they may hereafter be changed or amended.

2.10 OSHA. The bidder will certify all equipment complies with all regulations and conditions stipulated under the Williams-Steiger Occupational Safety and Health Act of 1971, as amended. The successful bidder will further certify that all items furnished under this project will conform and comply with federal and State of Texas OSHA standards. The successful bidder will agree to indemnify and hold harmless Jefferson County for any and all damages that may be assessed against the County.

2.11 Patents and Copyrights. The successful vendor agrees to protect the County from claims involving infringements of patents and/or copyrights.

2.12 Samples, Demonstrations and Testing. At Jefferson County's request and direction, bidder shall provide product samples and/or testing of items bid to ensure compliance with specifications. Samples, demonstrations and/or testing may be requested at any point prior to or following bid award. Samples, demonstrations and/or testing may be requested upon delivery and/or any point during the term of resulting contract. All samples (including return thereof), demonstrations, and/or testing shall be at the expense of the bidder/vendor.

2.13 Acceptability. All articles enumerated in the bid shall be subject to inspection by an officer designated for that purpose by Jefferson County. If found inferior to the quality called for, or not equal in value to the specifications, deficient in workmanship or otherwise, this fact shall be certified to the Purchasing Agent, who shall have the right to reject the whole or any part of the same. Items and/or work determined to be contrary to specifications must be replaced at the vendor's expense. Inferior items not retrieved by the vendor within thirty (30) calendar days, or an otherwise agreed upon time, shall become the property of the County. If disposal of such items warrants an expense, an amount equal to the disposal expense will be deducted from amounts payable to the vendor.

2.14 Maintenance. Maintenance required for equipment bid should be available in Jefferson County by a manufacturer authorized maintenance facility. Cost for this service shall be shown on the bid sheet as requested or on a separate sheet, as required. If Jefferson County opts to include maintenance, it shall be so stated in the purchase order and said cost will be included. Service will commence only upon expiration of applicable warranties and should be priced accordingly.

2.15 Material Safety Data Sheets. Under the "Hazardous Communications Act," commonly known as the "Texas Right to Know Act," a bidder must provide the user department, with each delivery, material safety data sheets which are applicable to hazardous substances defined in the Act. Failure of the bidder to furnish this documentation, will be cause to reject any bid applying thereto.

2.16 Evaluation. Evaluation shall be used as a determinant as to which services are the most efficient and/or most economical for the County. It shall be based on all factors having a bearing on price and performance of the items in the user environment. All bids are subject to tabulation by the Jefferson County Purchasing Department and recommendation to Jefferson County Commissioners' Court. Compliance with all bid requirements and needs of the using department are considered in evaluating bids. Pricing is not the only criteria for making a recommendation. The Jefferson County Purchasing Department reserves the right to contact any bidder, at any time, to clarify, verify or require information with regard to this bid.

3. Purchase Orders and Payment

3.1 Purchase Orders. A purchase order(s) shall be generated by the Jefferson County Purchasing Agent to the successful vendor. The purchase order number must appear on all itemized invoices and packing slips. The County will not be held responsible for any work orders placed and/or performed without a valid current purchase order number. Payment will be made for all services rendered and accepted by the contract administrator for which a valid invoice has been received.

3.2 Invoices. All invoices shall reference the Purchase Order number. Invoices shall reference the bid item number or a detailed description for each item invoiced. If an item purchased and itemized on the invoice does not correspond to an item in any of the categories awarded to the vendor, invoice shall reference the item as "N/C" to indicate that it is a non-contract item. This requirement is to assist the County in verifying contract pricing on all invoices. Payment will be made under terms of net thirty (30) days unless otherwise agreed upon by seller and the purchasing department.

3.3 Prompt Payment. In accordance with the State of Texas Prompt Payment Act, Article 601f V.T.C.S., payment will be made after receive and acceptance by the County of the merchandise ordered and of a valid invoice. Successful bidder(s) is required to pay subcontractors within ten (10) days after the successful bidder receives payment from the County.

3.4 Funding. Jefferson County is operated and funded on an October 1 to September 30 basis; accordingly, the County reserves the right to terminate, without liability to the County, any contract for which funding is not available.

4. Contract

4.1 Contract Definition. The General Conditions of Bidding and Terms of Contract, Specifications, Plans, Bidding Forms, Addenda, and any other documents made a part of this bid shall constitute the complete bid. This bid, when duly accepted by Jefferson County, shall constitute a contract equally binding between the successful bidder and Jefferson County.

4.2 Contract Agreement. Once a contract is awarded, the unit prices offered by the successful bidder shall remain firm for the term of the contract. Contract shall commence on October 7, 2018 and, upon agreement between vendor(s) and Jefferson County, will be valid for a term of five (5) years.

4.3 Change Order. No different or additional terms will become part of this contract with the exception of a change order. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing and at the discretion and approval of Jefferson County. No change order will be binding unless signed by an authorized representative of the County and the vendor.

4.4 Price Re-determination. A price re-determination may be requested at the time of annual renewal. All requests for price re-determination shall be in written form. Cause for such request, i.e., manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A., Insurance Coverage Rates, etc., shall be substantiated in writing by the source of the cost increase. The bidder's past experience of honoring contracts at the bid price will be an important consideration in the evaluation of the lowest and best bid. Jefferson County reserves the right to accept or reject any/all requests for price re-determination as it deems to be in the best interest of the County.

4.5 Termination. Jefferson County reserves the right to terminate the contract for default if the bidder breached any of the terms therein, including warranties of bidder or if the bidder becomes insolvent or commits acts of bankruptcy. Such right of termination is in addition to and not in lieu of any other remedies which Jefferson County may have in law or equity. Default may be construed as, but not limited to, failure to deliver the proper goods and/or service within the proper amount of time, and/or to properly perform any and all services required to Jefferson County's satisfaction and/or to meet all other obligations and requirements. Contracts may be terminated without cause upon thirty (30) days' written notice to either party unless otherwise specified. Jefferson County reserves the right to award canceled contract to the next lowest bidder. Bidder, in submitting this bid, agrees that Jefferson County shall not be liable to prosecution for damages in the event that the County declares the bidder in default.

4.6 Conflict of Interest. Employees of the County are not permitted to maintain financial interest in, or receive payment, directly or indirectly, borrow from, lend to, invest in, or engage in any substantial financial transaction with any individual, organization, supplier, or subcontractor who does business with the County without disclosure. When conflict of interest is discovered, it shall be grounds for termination of contract.

4.7 Injuries or Damages Resulting from Negligence. Successful vendor shall defend, indemnify and save harmless Jefferson County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful vendor, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful vendor shall pay any judgment with cost which may be obtained against Jefferson County growing out of such injury or damages.

4.8 Interest by Public Officials. No public official shall have interest in this contract, in accordance with Texas Local Government Code.

4.9 Warranty. The successful vendor shall warrant that all materials utilized in the performance of this contract shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

4.10 Uniform Commercial Code. The successful vendor and Jefferson County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

4.11 Venue. This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the County of Jefferson, Texas.

4.12 Sale, Assignment, or Transfer of Contract. The successful vendor shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of Jefferson County.

4.13 Silence of Specifications. The apparent silence of these specifications as to any detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

5. Federal Emergency Management Agency (FEMA) Mandated Contract Clauses

If applicable to the work and services being performed by CONTRACTOR under the parties' AGREEMENT, the following provisions are adopted and form part of this AGREEMENT:

(A) DAMAGES, 2 CFR §200.326 Appendix II to Part 200 (A)

(1) All work to be performed under this AGREEMENT shall be timely commenced. A breach of this AGREEMENT by Contractor would cause substantial delay in the completion of the required services affecting the safety and welfare of the public.

(2) In the event of Contractor's breach of its performance obligations, County shall have all rights and remedies against Contractor as provided by law.

(B) TERMINATION RIGHTS, 2 CFR §200.326 Appendix II to Part 200 (B)

Termination for Convenience: Whenever the interests of the County so require, County may terminate the parties' Agreement, in whole or in part, for the convenience of the County. County shall give Contractor thirty (30) days prior written notice of termination specifying the portions of the Agreement to be terminated and when such termination will become effective. If only portions of the parties' agreement are terminated, Contractor has the right to withdraw from the parties' Agreement, without adverse action or claims. In the event of a termination for convenience by County, Contractor shall be entitled to payment for all work and services performed by it up to the effective date of such termination.

Termination for Cause: The County may, by written notice of default to Contractor, terminate the parties' Agreement, in whole or in part, if the Contractor fails to satisfactorily perform any provisions of the parties' agreement after a period of ten (10) following Contractor's receipt of a Notice of Deficiency provided by County.

(C) EQUAL EMPLOYMENT OPPORTUNITY CLAUSE (2 CFR §200.326 Appendix II to Part 200 (C))

If applicable to the work and services performed by CONTRACTOR under the AGREEMENT, during the performance of the AGREEMENT, CONTRACTOR shall comply with the Equal Employment Opportunity Clause (41 CFR 60-1.4(b)):

(1) CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. AGREEMENTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.

(3) CONTRACTOR will send to each labor union or representative of workers with which it has a collective bargaining agreement or other agreement or understanding, a notice to be provided advising the said labor union or workers' representatives of the CONTRACTOR'S commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(5) CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor for purpose of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the CONTRACTOR'S noncompliance with the nondiscrimination clauses of this AGREEMENT or with any of the said rules, regulations or orders, this AGREEMENT may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) CONTRACTOR will include the portion of the sentence immediately preceding paragraph (1) and the provisions of subparagraphs 1 through 7 in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or contractor. CONTRACTOR will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or contractor as a result of such direction by the administering agency the CONTRACTOR may request the United States to enter into such litigation to protect the interest of the United States.

D. DAVIS-BACON ACT AND COPELAND "ANTI-KICKBACK" ACT, 2 CFR §200.326 Appen. II to Part 200 (D)

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT:

(1) Bacon-Davis Act: Applicable to construction or repair of public buildings or public works. see FEMA Public Assistance Program and Policy Guide, Ch.2(V)(G)(2), page 32 (FP 104-009-2/January 2016);

(2) Copeland "Anti-Kickback" Act: In contracts subject to the Davis-Bacon Act, CONTRACTOR shall comply with the Copeland "Anti-Kickback" Act (40 U.S.C. §3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that the contractor and subcontractor must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The GOVERNMENT must report all suspected or reported violations to the appropriate Federal agency.

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT:

(a) CONTRACTOR shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this AGREEMENT.

(b) CONTRACTOR or subcontractor shall insert in any subcontract the clause above and such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The CONTRACTOR shall be responsible for the compliance by any subcontractor or lower tier subcontract with all of these contract clauses.

(c) A breach of the AGREEMENT clause above may be grounds for termination of the AGREEMENT, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. §5.12.

E. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT, 2 CFR §200.326 Appendix II to Part 200 (E) (40 U.S.C. 3701-3708)

Contracts in excess of \$100,000 that involve the employment of mechanics or laborers shall comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor and its subcontractors shall compute the wages of every mechanic

and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) Violation: liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

(3) Withholding for unpaid wages and liquidated damages. The GOVERNMENT shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

(4) The contractor and subcontractor shall insert in any subcontract the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts.

F. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT, 2 CFR §200.326 Appendix II to Part 200 (F)

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT and if the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the GOVERNMENT wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the GOVERNMENT must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business."

G. CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT, 2 CFR §200.326 Appendix II to Part 200 (G)

CONTRACTOR shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

CONTRACTOR shall include the foregoing requirements in each subcontract exceeding \$100,000.

H. ENERGY EFFICIENCY AND CONSERVATION, 2 CFR §200.326 Appendix II to Part 200 (H)

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT, CONTRACTOR shall comply with the mandatory standards and policies of the state regulation promulgated in accordance with the Energy Policy and Conservation Act (42 U.S.C. § 6201).

I. DEBARMENT AND SUSPENSION, 2 CFR §200.326 Appendix II to Part 200 (I)

- (1) This AGREEMENT is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the CONTRACTOR is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- (2) The CONTRACTOR must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- (3) This certification is a material representation of fact relied upon by GOVERNMENT. If it is later determined that the CONTRACTOR did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to GOVERNMENT, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- (4) The CONTRACTOR agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C AGREEMENT is valid and throughout the period of performance. The CONTRACTOR further agrees to include a provision requiring such compliance in its lower tier covered transactions.

J. BYRD ANTI-LOBBYING AMENDMENT, 2 CFR §200.326 Appendix II to Part 200 (J)

CONTRACTOR must file with the GOVERNMENT the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. If not provided with the bid response, CONTRACTOR must complete and submit the Certification Regarding Lobbying Form.

K. PROCUREMENT OF RECOVERED MATERIALS, 2 CFR §200.326 Appendix II to Part 200 (K) and 2 CFR §200.322)

- (1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired-
 - (a) Competitively within a timeframe providing for compliance with the contract performance schedule;
 - (b) Meeting contract performance requirements; or
 - (c) At a reasonable price.
- (2) Information about this requirement is available at EPA's Comprehensive Procurement Guidelines web site, <http://www.epa.gov/cpg/>. The list of EPA-designate items is available at <http://www.epa.gov/cpg/products/htm>.

L. AGREEMENTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS (2 CFR §200.321)

Should the CONTRACTOR subcontract any of the work under this AGREEMENT, CONTRACTOR shall take the following affirmative steps: place qualified small and minority businesses and women's business enterprises on solicitation lists; assure that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises; establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

M. ACCESS TO RECORDS

- (1) CONTRACTOR agrees to provide GOVERNMENT, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives' access to any books, documents, papers, and records of the Contractor which are directly pertinent to this AGREEMENT for the purposes of making audits, examinations, excerpts, and transcriptions.
- (2) CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- (3) CONTRACTOR agrees to provide the FEMA Administrator or his authorized representatives' access to construction or other work sites pertaining to the work being completed under the contract.

N. SEAL, LOGO AND FLAGS

CONTRACTOR shall not use the U.S. Department of Homeland Security's seal(s), logos, crests, or reproductions of flags or likenesses of the U.S. Department of Homeland Security's agency officials without specific FEMA preapproval.

O. COMPLIANCE WITH FEDERAL LAW, REGULATIONS AND EXECUTIVE ORDERS

This is an acknowledgement that FEMA financial assistance will be used to fund the AGREEMENT only. CONTRACTOR will comply with all federal law, regulations, executive orders, FEMA policies, procedures, and directives.

P. NO OBLIGATION BY FEDERAL GOVERNMENT

The Federal Government is not a party to this AGREEMENT and is not subject to any obligations or liabilities to GOVERNMENT, CONTRACTOR, or any other party pertaining to any matter resulting from the contract.

Q. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the CONTRACTOR'S actions pertaining to this contract.

Special Requirements/Instructions

The following requirements and instructions supersede General Requirements where applicable.

1. Bid Requirement

Each bidder shall ensure that required parts of the bid are completed with accuracy and submitted as per the requirements within this specifications packet, including any addenda.

Bidder is responsible for submitting one (1) *original* bid copy to include a completed copy of this specifications packet in its entirety; and two (2) numbered bid copies to include at a minimum all pages requiring completion and/or marked with instructions to be returned with bid submission and any other documentation requested within these specifications.

All bids shall be tightly sealed in an opaque envelope or box and plainly marked "SEALED BID." The outside of the envelope or box shall also include: Bid Number, Bid Name, Bid Due Date, Bidder's Name and Address; and shall be addressed to the Purchasing Agent.

Jefferson County shall not be responsible for any effort or cost expended in the preparation of a response to this IFB. All protests should be coordinated through the Purchasing Office prior to award recommendation to Commissioners' Court.

2. 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>

Bidders are strongly encouraged to review their firm's SAM (System for Award Management) status prior to Bid Submission.

3. Awarded Vendor(s): Submission of FORM 1295 (Texas Ethics Commission)

In accordance with House Bill 1295 (passed January 1, 2016), Vendors entering into contracts and professional agreements with Jefferson County will be required to complete a Certificate of Interested Parties (FORM 1295).

In 2017, the Texas legislature amended the law to require Form 1295 to include an "unsworn declaration" which includes, among other things, the date of birth and address of the authorized representative signing the form. The unsworn declaration, including the date of birth and address of the signatory, replaces the notary requirement that applied to contracts entered into before January 1, 2018. The TEC filing application does not capture the date of birth or street address of the signatory and it will not appear on forms that are filed using the TEC filing application.

Upon entering into a contract or professional agreement, the Jefferson County Purchasing Department will submit a request to the Vendor to both:

1. Submit a FORM 1295 online via the Texas Ethics Commission website link below.

Vendors must enter the required information on Form 1295, and print a copy of the completed form. The form will include a certification of filing that will contain a unique certification number.

2. Submit a FORM 1295 hard copy (completed & signed by an Authorized Agent of the Awarded Vendor), to the Jefferson County Purchasing Department.

FORM 1295, Completion Instructions, and Login Instructions are available via the Texas Ethics Commission Website at: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

4. Multiple Vendor Award

Jefferson County reserves the right to award this contract to more than one vendor at the County's discretion.

5. Delivery

If delivery is required, all items must be packaged so as to be protected from damage during shipping and handling. Any item(s) damaged in shipping must be replaced in kind, or repaired, by the contractor, at the discretion of, and at no additional charge to, Jefferson County.

6. Payment

Jefferson County will pay original invoices that clearly itemize the goods and/or services provided as to quantity, part number, description, price, applicable discount (if any), labor charges showing time differential, if applicable and if previously agreed to, and delivery, installation, and set-up costs, if applicable and if previously agreed to. Only charges as stated on the Bid Form(s) submitted as a part of the bid will be considered.

Invoices must indicate Jefferson County as applicable, the address to which the product(s) and/or service(s) were delivered, and the applicable purchase order number. Invoices will be matched to delivery tickets prior to payment; therefore, all delivery tickets should have an accurate description of the product(s) and/or service(s).

Invoices shall be submitted to: Jefferson County Auditing Department, Attention: Accounts Payable, 1149 Pearl Street, 7th floor, Beaumont, TX 77701.

7. Usage Reports

Jefferson County reserves the right to request, and receive at no additional cost, up to two (2) times during the contract period, a usage report detailing the products and/or services furnished to date under a contract resulting from this IFB. The reports must be furnished no later than five (5) working days after written request and itemize all purchases to date by Jefferson County department, description of each item purchased, including manufacturer, quantity of each item purchased, per unit and extended price of each item purchased, and total amount and price of all items purchased.

8. Insurance

The contractor (including any and all subcontractors as defined in Section 9.1.3 below) 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; a copy of the policy wording or endorsement is required.

Contractor shall furnish Jefferson County with Certificate of Insurance naming Jefferson County as additional insured and will provide the actual policy wording or endorsement showing as such.

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

Minimum Insurance Requirements:

Public Liability, including Products & Completed Operations	\$1,000,000
Excess Liability	\$1,000,000

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 9 Below)

9. Workers' Compensation Insurance

9.1 Definitions:

- 9.1.1 **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.
- 9.1.2 **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.
- 9.1.3 **Persons providing services on the project (“subcontractor”)** in article 406.096 – Includes all persons or entities performing all or part of the services under the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with the contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractor, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. “Services” includes, without limitation, providing, hauling or delivering equipment or materials, or providing labor, transportation, or other service related to a project. “Services” does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.
- 9.2 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.
- 9.3 The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract – refer to Section 8 above.
- 9.4 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.
- 9.5 The Contractor shall obtain from each person providing services on a project, and provide to the governmental entity:
 - 9.5.1 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
 - 9.5.2 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.

- 9.6 The Contractor shall retain all required certificates of coverage for the duration of the project and for one (1) year thereafter.
- 9.7 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.
- 9.8 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.
- 9.9 The Contractor shall contractually require each person with whom it contracts to provide services on a project to:
 - 9.9.1 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.
 - 9.9.2 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.
 - 9.9.3 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.
 - 9.9.4 Obtain from each person with whom it contracts, and provide to the Contractor:
 - 9.9.4.1 A certificate of coverage, prior to the other person beginning work on the project; and
 - 9.9.4.2 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.
 - 9.9.5 Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter.
 - 9.9.6 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
 - 9.9.7 Contractually require each person with whom it contracts to perform as required by paragraphs 9.1. – 9.7., with the certificates of coverage to be provided to the person for whom they are providing services.
- 9.10 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.
- 9.11 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.

Minimum Specifications

The following requirements and specifications supersede General Requirements where applicable. Contact: Yea-Mei Sauer, Contract Specialist, ysauer@co.jefferson.tx.us regarding any questions or comments. Please reference bid number IFB 18-036/YS.

Scope

Jefferson County seeks to purchase approximately 50 Burial Plots with an option to purchase an additional 400 plots (at the rate of 100 plots per year) for the purpose of burial of the indigent. Contractor shall also provide Opening and Closing of Grave, Grave Liner, Tent and Chairs, and Marker. Jefferson County will purchase services on an as needed basis. The effective date of contract will be October 7, 2018.

Jefferson County expects to conduct approximately 55 burials of infants, children and adults per year. The successful contractor will provide simple, yet dignified, burials on a unit price basis. Burials shall include opening and closing of the grave, grave liner, tent and chairs and marker.

Contractor will be licensed by the state of Texas Funeral Service Commission to perform all aspects of this contract. Bidders will provide a copy of the Texas Funeral Service Commission license with their bid. Contractors who have this license suspended, repealed, or in any way restricted from performing services may not be paid for services rendered while this suspension, repeal or restriction is in effect. If the contractor has its license suspended, repealed or restricted in any way during the term of this contract, the contract may be terminated. The Cemetery shall have a Perpetual Care Certificate from The Banking Commissioner of Texas. Contractor must have a rating of 3 or better from the State of Texas Department of Banking. This is to ensure perpetual care for the cemetery.

Contractor may subcontract any part of these contracted services. However, the contractor shall be the party liable to Jefferson County for strict compliance with all contract specifications.

If it has been determined that the deceased had insufficient resources to be interred with private funds, Jefferson County will pay the rates described in the Pricing/Delivery Information Sheet. If it is determined that the deceased has private resources available, the contractor will aggressively pursue such resources toward paying for arrangements. Private resources include, but are not limited to, bank accounts, real property, personal property, insurance, and personal effects.

Jefferson County reserves the right to set the date, time, and location of the interment. Burials generally occur between 10:00 a.m. and 4:00 p.m., Monday through Friday, excluding weekends and holidays. All burials shall be carried out with the utmost dignity, decorum, and solemnity. Any exhumation shall not be the responsibility of Jefferson County, and will be undertaken at the expense of the party requesting such exhumation.

In the event Jefferson County requests a burial, a Jefferson County representative may be present. Jefferson County may inspect the procedures of the contractor from the time the contractor claims the body until the grave is covered. The contractor should provide access for media and/or public scrutiny at any time, and promptly notify Jefferson County as soon as the possibility of such media or public inquiry is made known to the contractor.

Contractor shall furnish Jefferson County an itemized invoice for services performed, stating that these specifications have been strictly adhered to, and that the contractor has not received, and will not receive, any money or other type of compensation from any party for the services for which Jefferson County is paying.

Burials may include, but are not limited to opening and closing of the burial plot, grave liner, tent & chairs, and a marker. Pricing for burials will be indicated as items 1 through 4 on the Pricing Delivery Information Sheet.

Opening and closing of a gravesite includes providing a backhoe to dig a gravesite, place of a grave liner into a gravesite and then replacing the dirt to fill the gravesite. The grave shall be properly covered with contractor-provided earth consistent with surrounding area. The contractor is responsible for filling the gravesite as it settles for a period of up to six months after each interment until the grave is level and prepared for a gravestone. The top of the casket shall be no less than twenty-four (24) inches below the natural surface of the ground. Pricing for opening and closing of gravesites will be indicated on the bid form.

Bidder Information Form

Instructions: Complete the form below. Please provide legible, accurate, and complete contact information. PLEASE PRINT.

Bid Name & Number: Term Contract for Indigent Burial Plots for Jefferson County, IFB 18-036/YS

Bidder's Company/Business Name: Claybar Haven of Rest Cemetery

Bidder's TAX ID Number: 17605577190

Contact Person: Warren Claybar Title: President

Phone Number (with area code): (409) 892-3456

Alternate Phone Number if available (with area code): (409) 892-3457

Fax Number (with area code): (409) 892-6477

Email Address: warrenc@claybardifference.com officebmt@claybardifference.com

Mailing Address (Please provide a physical address for bid bond return, if applicable):

1155 N 11th Street,

Address

Beaumont, Texas 77702

City, State, Zip Code

OFFER AND ACCEPTANCE FORM

OFFER TO CONTRACT

To Jefferson County:

We hereby offer and agree to furnish the materials or service in compliance with all terms, conditions, specifications, and amendments in the Invitation for Bid and any written exceptions in the offer. We understand that the items in this Invitation for Bid, including, but not limited to, all required certificates are fully incorporated herein as a material and necessary part of the contract.

The undersigned hereby states, under penalty of perjury, that all information provided is true, accurate, and complete, and states that he/she has the authority to submit this bid, which will result in a binding contract if accepted by Jefferson County.

We acknowledge receipt of the following amendment(s): _____, _____, _____, _____.

I certify, under penalty of perjury, that I have the legal authorization to bind the firm hereunder:

Claybar Haven of Rest Cemetery

For clarification of this offer, contact:

Company Name

Physical Address: US Hwy 90 West at Greens Pond Rd.

Office Address: 1155 North 11th Street

Warren Claybar

Address

Beaumont Texas 77702

City State Zip

(409) 892-3456 (409) 892-6477

Phone Fax

Signature of Person Authorized to Sign

warrenc@ClaybarDifference.com

E-mail

Warren Claybar

Printed Name

President

Title

BIDDER MUST RETURN THIS PAGE WITH OFFER

Acceptance of Offer

The Offer is hereby accepted for the following items: Term Contract for Indigent Burial Plots for Jefferson County for a period of five (5) years beginning on October 7, 2018.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the Invitation for Bid, including all terms, conditions, specifications, amendments, etc., and the Contractor's Offer as accepted by Jefferson County.

This contract shall henceforth be referred to as Contract No. IFB 18-036/YS, Term Contract for Indigent Burial Plots for Jefferson County. The Contractor has not been authorized to commence any billable work or to provide any material or service under this contract until Contractor receives a purchase order and/or a notice to proceed from the Jefferson County Purchasing Agent.

Countersigned:

Jeff R. Branick
County Judge

Date

Attest:

Carolyn L. Guidry
County Clerk

Bidder Shall Return Completed Form with Offer.

BID FORM

Using this form, each Offeror must state its proposed charges. Each Offeror's charges must include the entire cost of providing the services identified in the IFB.

Item	Description	UM	Unit Price
1	Burial Plot (Initial Purchase of 50 Plots)	ea	\$ 305
2	Opening and Closing of Plot to include Tent & Chairs	ea	\$ 545
3	Grave Liner	ea	\$ 375
4	Marker for Grave	ea	\$ 120
	Total		\$1,345

* With the exception of the initial plot expense, we will NOT charge Jefferson County for the burial of any children or youth under the age of 18 approved as indigent and authorized for burial by the county.

Acknowledgement of Addenda (if any):

Addendum 1 _____ Date Received _____

Addendum 2 _____ Date Received _____

Addendum 3 _____ Date Received _____

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: Orange County Social Services – Indigent Health Care

Address: 123 South 6th Street, Orange, Texas 77630

Contact Person and Title: Jennifer B. Pool

Phone: (409) 882-7838 Fax: (409) 670-1162

Contract Period: As needed Scope of Work: Indigent Burials

REFERENCE TWO

Government/Company Name: AmeriCommerce

Address: 2615 Calder Suite 140, Beaumont, Texas 77702

Contact Person and Title: Justin Marcantel

Phone: (409) 860-9006 Ex# 130 Fax: (409) 840-6181

Contract Period: Annual Scope of Work: Computer/Internet Services

REFERENCE THREE

Government/Company Name: Islamic Society of the Tri-plex

Address: 1270 West Cardinal Drive, Beaumont, Texas 77705

Contact Person and Title: Shawn Javed

Phone: (409) 673-3443 Fax: NA

Contract Period: As needed Scope of Work: Burials

BIDDER MUST RETURN THIS PAGE WITH OFFER

SIGNATURE PAGE

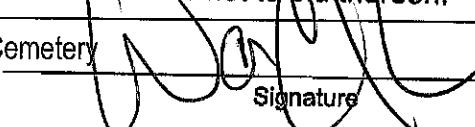
As permitted under Article 4413 (32c) V.A.C.S., other governmental entities may wish to participate under the same terms and conditions contained in this contract (i.e., piggyback). In the event any other entity participates, all purchase orders will be issued directly from and shipped directly to the entity requiring supplies/services. Jefferson County shall not be held responsible for any orders placed, deliveries made or payment for supplies/services ordered by another entity. Each entity reserves the right to determine their participation in this contract.

Would bidder be willing to allow other governmental entities to piggyback off this contract, if awarded, under the same terms and conditions? Yes No

This bid shall remain in effect for ninety (90) days from bid opening and shall be exclusive of federal excise and state and local sales tax (exempt).

The undersigned agrees, if this bid is accepted, to furnish any and all items upon which prices are offered, at the price and upon the terms and conditions contained in the Invitation for Bid, Conditions of Bidding, Terms of Contract, and Specifications and all other items made a part of the accepted contract.

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.

Hillcrest Memorial Gardens dba Claybar Haven of Rest Cemetery		 Signature	
Bidder (Entity Name)		Print Name	
Physical Address: US Hwy 90 at Greens Pond Road		Warren Claybar	
Mailing Address: 1155 North 11 th Street		Street & Mailing Address	
Beaumont, Texas 77702		September 12, 2013	
City, State & Zip		Date Signed	
(409) 892-3456		(409) 892-6477	
Telephone Number		Fax Number	
warrenc@ClaybarDifference.com			
E-mail Address			

BIDDER MUST RETURN THIS PAGE WITH OFFER

NA - NOT APPLICABLE

Conflict of Interest Questionnaire

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>		OFFICE USE ONLY
<p>1 <input type="checkbox"/> Name of vendor who has a business relationship with local governmental entity.</p> <p>2 <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire.</p> <p>(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)</p>		Date Received
<p>3 Name of local government officer about whom the information in this section is being disclosed.</p> <p>Name of Officer</p> <p>This section (item 3 including subparts A, B, C, & D) must be completed for each officer with whom the vendor has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.</p> <p>A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>D. Describe each employment or business and family relationship with the local government officer named in this section.</p> <p>4 _____</p> <p>Signature of vendor doing business with the governmental entity _____ Date _____</p>		

Adopted 8/7/2016

Bidder Shall Return Completed Form with Offer.

Good Faith Effort (GFE) Determination Checklist

This information must be submitted with your bid.

Bidder intends to utilize subcontractors/subconsultants in the fulfillment of this contract (if awarded).
 Yes No

Instructions: In order to determine if a "Good Faith Effort" was made in soliciting HUBs for subcontracting opportunities, the following checklist and supporting documentation shall be completed by the Prime Contractor/Consultant, and returned with the Prime Contractor/ Consultant's bid. This list contains the minimum efforts that should be put forth by the Prime Contractor/Consultant when attempting to achieve or exceed the goals of HUB Subcontractor participation. The Prime Contractor/Consultant may extend his/her efforts in soliciting HUB Subcontractor participation beyond what is listed below.

Did the Prime Contractor/Consultant . . .

Yes No 1. To the extent practical, and consistent with standard and prudent industry standards, divide the contract work into the smallest feasible portions, to allow for maximum HUB Subcontractor participation?

Yes No 2. Notify in writing a reasonable number of HUBs, allowing sufficient time for effective participation of the planned work to be subcontracted?

Yes No 3. Provide HUBs that were genuinely interested in bidding on a subcontractor, adequate information regarding the project (i.e., plans, specifications, scope of work, bonding and insurance requirements, and a point of contract within the Prime Contractor/Consultant's organization)?

Yes No 4. Negotiate in good faith with interested HUBs, and not reject bids from HUBs that qualify as lowest and responsive bidders?

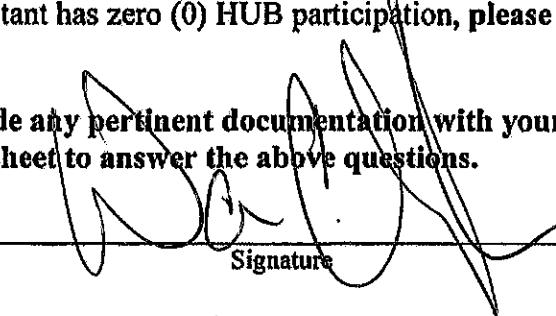
Yes No 5. Document reasons HUBs were rejected? Was a written rejection notice, including the reason for rejection, provided to the rejected HUBs?

Yes No 6. If Prime Contractor/Consultant has zero (0) HUB participation, please explain the reasons why.

If "No" was selected, please explain and include any pertinent documentation with your bid.
 If necessary, please use a separate sheet to answer the above questions.

Warren Claybar

Printed Name of Authorized Representative



Signature

President

Title

September 10, 2018

Date

Bidder Shall Return Completed Form with Offer.

Good Faith Effort (GFE) Determination Checklist

This Information must be submitted with your bid.

Bidder intends to utilize subcontractors/subconsultants in the fulfillment of this contract (if awarded).
 Yes No

Instructions: In order to determine if a "Good Faith Effort" was made in soliciting HUBs for subcontracting opportunities, the following checklist and supporting documentation shall be completed by the Prime Contractor/Consultant, and returned with the Prime Contractor/ Consultant's bid. This list contains the minimum efforts that should be put forth by the Prime Contractor/Consultant when attempting to achieve or exceed the goals of HUB Subcontractor participation. The Prime Contractor/Consultant may extend his/her efforts in soliciting HUB Subcontractor participation beyond what is listed below.

Did the Prime Contractor/Consultant . . .

Yes No 1. To the extent practical, and consistent with standard and prudent industry standards, divide the contract work into the smallest feasible portions, to allow for maximum HUB Subcontractor participation?

Yes No 2. Notify in writing a reasonable number of HUBs, allowing sufficient time for effective participation of the planned work to be subcontracted?

Yes No 3. Provide HUBs that were genuinely interested in bidding on a subcontractor, adequate information regarding the project (i.e., plans, specifications, scope of work, bonding and insurance requirements, and a point of contract within the Prime Contractor/Consultant's organization)?

Yes No 4. Negotiate in good faith with interested HUBs, and not reject bids from HUBs that qualify as lowest and responsive bidders?

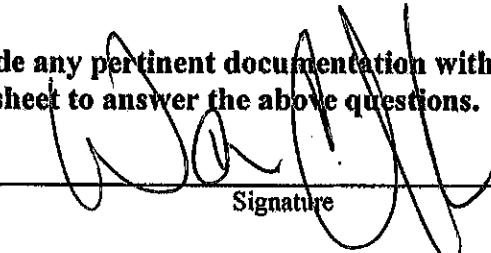
Yes No 5. Document reasons HUBs were rejected? Was a written rejection notice, including the reason for rejection, provided to the rejected HUBs?

Yes No 6. If Prime Contractor/Consultant has zero (0) HUB participation, please explain the reasons why.

If "No" was selected, please explain and include any pertinent documentation with your bid.
 If necessary, please use a separate sheet to answer the above questions.

Warren Claybar

Printed Name of Authorized Representative



Signature

President

Title

September 10, 2018

Date

Bidder Shall Return Completed Form with Offer.

Notice of Intent (NOI) to Subcontract with Historically Underutilized Business (HUB)

This information must be submitted with your bid.

Bidder intends to utilize subcontractors/subconsultants in the fulfillment of this contract (if awarded).
 Yes No

Instructions for Prime Contractor/Consultant: Bidder shall submit this form with the bid; however, the information below may be submitted after contract award, but prior to beginning performance on the contract. Please submit one form for each HUB Subcontractor/Subconsultant with proper signatures, per the terms and conditions of your contract.

Contractor Name: _____ HUB: Yes No

Address: _____
 Street _____ City _____ State _____ Zip _____

Phone (with area code): _____ Fax (with area code): _____

Project Title & No.: _____

Prime Contract Amount: \$ _____

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Tx. Bldg & Procurement Comm. Jefferson County Tx Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Printed Name of Contractor Representative

Signature of Representative

Date

Printed Name of HUB

Signature of Representative

Date

NOTE: NOTHING ON THIS NOTICE OF INTENT FORM IS INTENDED TO CONFER ANY RIGHTS, EXPRESSED OR IMPLIED, TO ANY THIRD PARTIES.

Pre-Approval for Subcontractor Substitutions must be obtained from the Jefferson County Purchasing Agent's Representative. The "HUB Subcontractor/Subconsultant Change Form" must be completed and faxed to 409-835-8456.

Bidder Shall Return Completed Form with Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 1 OF 4

This information must be submitted with your bid.

Bidder intends to utilize subcontractors/subconsultants in the fulfillment of this contract (if awarded).
 Yes No

Prime Contractor: _____ HUB: Yes No

HUB Status (Gender & Ethnicity): _____

Address: _____
 Street _____ City _____ State _____ Zip _____

Phone (with area code): _____ Fax (with area code): _____

Project Title & No.: _____ IFB/RFP No.: _____

Total Contract: \$ _____ Total HUB Subcontract(s): \$ _____

Construction HUB Goals: 12.8% MBE: % 12.6% WBE: %

Sub-goals: 1.7 African-American, 9.7% Hispanic, 0.7% Native American, 0.8% Asian American.
 Use these goals as a guide to diversify.

FOR HUB OFFICE USE ONLY:

Verification date HUB Program Office reviewed and verified HUB Sub Information Date: _____ Initials: _____

PART I. HUB SUCONTRACTOR DISCLOSURE

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Texas Bldg & Procurement Comm. Texas Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Bidder Shall Return Completed Form with Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 2 OF 4

HUB SUBCONTRACTOR DISCLOSURE

PART I: Continuation Sheet

(Duplicate as Needed)

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Tx. Bldg & Procurement Comm. Jefferson County Tx Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed:

HUB Subcontractor Name: _____

HUB Status (Gender & Ethnicity): _____

Certifying Agency: Tx. Bldg & Procurement Comm. Jefferson County Tx Unified Certification Prog.

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed:

**All HUB Subcontractor Participation may be verified with the
HUB Subcontractor(s) listed on Part I.**

Bidder Shall Return Completed Form with Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 3 OF 4

PART II: STATEMENT OF NON-COMPLIANCE FOR NOT MEETING HUB SUBCONTRACTING GOALS

Please complete Good Faith Effort (GFE) Checklist and attach any supporting documentation.

Our firm was unable to meet the HUB goals for this project for the following reasons:

- All subcontractors to be utilized are "Non-HUBs." (Complete Part III)
- HUBs were solicited but did not respond.
- HUBs solicited were not competitive.
- HUBs were unavailable for the following trade(s):
- Other: _____

Was the Jefferson County HUB Office contacted for assistance in locating HUBs? Yes No

PART III: DISCLOSURE OF OTHER "NON-HUB" SUBCONTRACTS

The bidder shall use this area to provide a listing of all "Non-HUB" Subcontractors, including suppliers, that will perform under this project. A list of those "Non-HUB" Subcontractors the bidder selects, after bid submission, shall be provided to the Purchasing Office not later than five (5) calendar days after being notified that bidder is the apparent low bidder. A list of those "Non-HUB" Subcontractors that are selected after contract award must be provided immediately after their selection.

Subcontractor Name: _____

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Subcontractor Name: _____

Address: _____
 Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Bidder Shall Return Completed Form with Offer.

Historically Underutilized Business (HUB) Subcontracting Participation Declaration Form

PAGE 4 OF 4

Subcontractor Name: _____

Address: _____
Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

Subcontractor Name: _____

Address: _____
Street _____ City _____ State _____ Zip _____

Contact person: _____ Title: _____

Phone (with area code): _____ Fax (with area code): _____

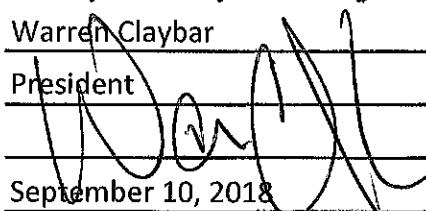
Proposed Subcontract Amount: \$ _____ Percentage of Prime Contract: _____ %

Description of Subcontract Work to be Performed: _____

I hereby certify that I have read the *HUB Program Instructions and Information*, truthfully completed all applicable parts of this form, and attached any necessary support documentation as required. I fully understand that intentionally falsifying information on this document may result in my not receiving a contract award or termination of any resulting contract.

Name (print or type): Warren Claybar

Title: President

Signature: 

Date: September 10, 2018

E-mail address: Warrenc@claybardifference.com officebmt@claybardifference.com

Contact person that will be in charge of invoicing for this project:

Name (print or type): John Woods

Title: Cemetery Manager

Date: September 10, 2018

E-mail address: johnw@claybardifference.com

Bidder Shall Return Completed Form with Offer.

Residence Certification/Tax Form

Pursuant to Texas Government Code §2252.001 *et seq.*, as amended, Jefferson County requests Resident Certification. §2252.001 *et seq.* of the Government Code provides some restrictions on the awarding of governmental contracts; pertinent provisions of §2252.001 are stated below:

- (3) "Nonresident bidder" refers to a person who is not a resident.
- (4) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

I certify that Hillcrest Memorial Gardens [company name] is a Resident Bidder of Texas as defined in Government Code §2252.001.

I certify that _____ [company name] is a Nonresident Bidder as defined in Government Code §2252.001 and our principal place of business is _____ (city and state).

Taxpayer Identification Number (T.I.N.):	176-05577190
Company Name submitting bid/proposal:	Hillcrest Memorial Gardens dba Claybar Haven of Rest Cemetery
Mailing address:	1155 N. 11 th St., Beaumont, Texas 77702
<p>If you are an individual, list the names and addresses of any partnership of which you are a general partner:</p> 	

Property: List all taxable property owned by you or above partnerships in Jefferson County.

Jefferson County Tax Acct. No.*	Property address or location **
200000-000-329226-00000-8	US Hwy 90 at Greens Pond Road
200000-000-051690-00000-9	US Hwy 90 at Greens Pond Road
300025-000-064001-00000-7	US Hwy 90 at Greens Pond Road
300024-000-077000-00000-5	US Hwy 90 at Greens Pond Road

* This is the property amount identification number assigned by the Jefferson County Appraisal District.

** For real property, specify the property address or legal description. For business property, specify the address where the property is located. For example, office equipment will normally be at your office, but inventory may be stored as a warehouse or other location.

Bidder Shall Return Completed Form with Offer.

BID AFFIDAVIT

The undersigned certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final. Bidder further certifies and agrees to furnish any and/or all commodities upon which prices are extended at the price offered, and upon the conditions contained in the specifications and the Notice to Bidders.

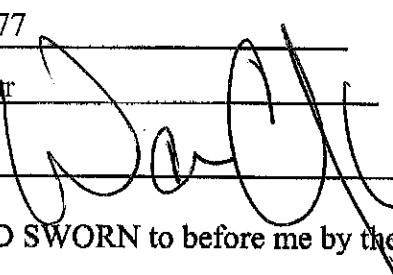
STATE OF Texas

COUNTY OF Jefferson

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Warren Claybar, who (name) after being by me duly sworn, did depose and say:

“I, Warren Claybar am a duly authorized officer of/agent Hillcrest Memorial Gardens for dba Claybar Haven of Rest and have been duly authorized to execute the (name of firm) foregoing on behalf of the said Hillcrest Memorial Gardens dba Claybar Haven of Rest. (name of firm)

I hereby certify that the foregoing bid has not been prepared in collusion with any other bidder or other person or persons engaged in the same line of business prior to the official opening of this bid. Further, I certify that the bidder is not now, nor has been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services/commodities bid on, or to influence any person or persons to bid or not to bid thereon.”

Name and address of bidder: Claybar Haven of Rest Cemetery
1155 N. 11th Street, Beaumont, Texas 77702
Fax: (409) 892-6477 Telephone# (409) 892-3456
by: Warren Claybar Title: President
(print name)
Signature: 

SUBSCRIBED AND SWORN to before me by the above-named

on
this the 10th day of September 2018.

Notary Public in and for
the State of Texas

BIDDER MUST RETURN THIS PAGE WITH OFFER



Appendix Supporting Documents

Certificate of Liability Insurance	Appendix 1
Certificate to Operate	Appendix 2
Haven of Rest Crematory License	Appendix 3
Summary of Perpetual Care Cemetery Examination Findings	Appendix 4
Certificate of Interested Parties #1025	Appendix 5

◆

Jefferson County, Texas
Bid No. IFB 18-036/YS

Client#: 9772

CLAFUN

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/24/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER J. S. Edwards & Sherlock Insurance Agency, LLP P. O. 22237 Beaumont, TX 77720	CONTACT NAME: Ginny Johnson PHONE: (409) 832-7738 (INC. NO. Ext): E-MAIL: ginny@edwardsandsherlock.com ADDRESS:
	INSURER(S) AFFORDING COVERAGE INSURER A: Republic Underwriters Inc. Co. INSURER B: Southern Insurance Company INSURER C: Service Lloyds Insurance Co INSURER D: INSURER E: INSURER F:
INSURED Claybar Funeral Homes, Inc. 1155 N. 11th St. Beaumont, TX 77702	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:																
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>																				
INSR LNR	TYPE OF INSURANCE	ADDL/SUBR INSR (W/D)	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS														
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		6584373	05/26/2018	05/26/2019	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$1,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Per occurrence)</td><td>\$50,000</td></tr> <tr><td>MDL EXP (Any one person)</td><td>\$5,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td>\$1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td>\$2,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td>\$2,000,000</td></tr> <tr><td></td><td>\$</td></tr> </table>	EACH OCCURRENCE	\$1,000,000	DAMAGE TO RENTED PREMISES (Per occurrence)	\$50,000	MDL EXP (Any one person)	\$5,000	PERSONAL & ADV INJURY	\$1,000,000	GENERAL AGGREGATE	\$2,000,000	PRODUCTS - COMP/OP AGG	\$2,000,000		\$
EACH OCCURRENCE	\$1,000,000																			
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GENERAL AGGREGATE	\$2,000,000																			
PRODUCTS - COMP/OP AGG	\$2,000,000																			
	\$																			
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> Drive Oth Car		6584374	05/26/2018	05/26/2019	<table border="1"> <tr><td>COMBINED SINGLE LIMIT (Per accident)</td><td>\$1,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr> <tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr> <tr><td></td><td>\$</td></tr> </table>	COMBINED SINGLE LIMIT (Per accident)	\$1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Per accident)	\$1,000,000																			
BODILY INJURY (Per person)	\$																			
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PROPERTY DAMAGE (Per accident)	\$																			
	\$																			
B	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB		6584376	05/26/2018	05/26/2019	<table border="1"> <tr><td>EACH OCCURRENCE</td><td>\$5,000,000</td></tr> <tr><td>AGGREGATE</td><td>\$5,000,000</td></tr> <tr><td></td><td>\$</td></tr> </table>	EACH OCCURRENCE	\$5,000,000	AGGREGATE	\$5,000,000		\$								
EACH OCCURRENCE	\$5,000,000																			
AGGREGATE	\$5,000,000																			
	\$																			
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		WC01013512018A	05/26/2018	05/26/2019	<table border="1"> <tr><td>WC STATUS</td><td>OTH- TORY LIMITS</td></tr> <tr><td>E.I. EACH ACCIDENT</td><td>\$1,000,000</td></tr> <tr><td>E.I. DISEASE - EA EMPLOYEE</td><td>\$1,000,000</td></tr> <tr><td>E.I. DISEASE - POLICY LIMIT</td><td>\$1,000,000</td></tr> </table>	WC STATUS	OTH- TORY LIMITS	E.I. EACH ACCIDENT	\$1,000,000	E.I. DISEASE - EA EMPLOYEE	\$1,000,000	E.I. DISEASE - POLICY LIMIT	\$1,000,000						
WC STATUS	OTH- TORY LIMITS																			
E.I. EACH ACCIDENT	\$1,000,000																			
E.I. DISEASE - EA EMPLOYEE	\$1,000,000																			
E.I. DISEASE - POLICY LIMIT	\$1,000,000																			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Ref: Claybar Haven of Rest Cemetery

The General Liability includes a blanket automatic additional insured endorsement that provides additional insured status only when there is a written contract. The General Liability policy includes a blanket waiver of subrogation status only when there is a written contract.

CERTIFICATE HOLDER

CANCELLATION

Jefferson County Courthouse
Jefferson County, Texas its
officers, employees and agents
1149 Pearl St.
Beaumont, TX 77701

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

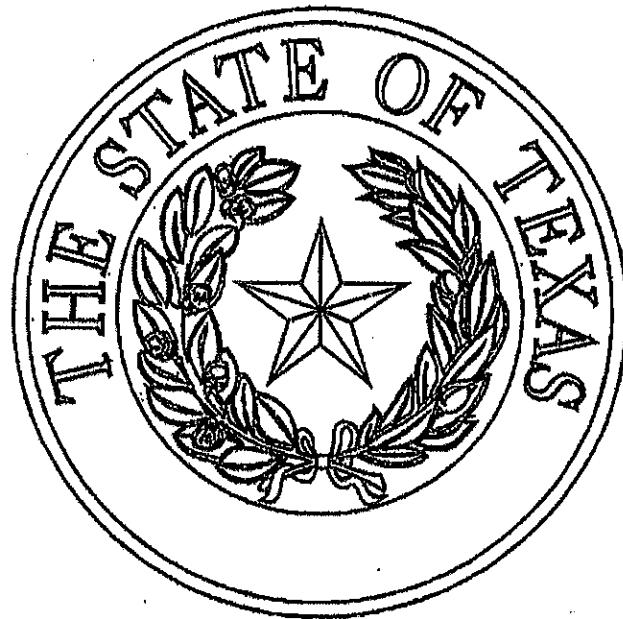
AUTHORIZED REPRESENTATIVE

Craig Sherlock

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ACORD 26 (2010/05) 1 of 1 The ACORD name and logo are registered marks of ACORD
#S112051/M112050

VJ



CERTIFICATE OF AUTHORITY NO. 217

Whereas, the Deputy Banking Commissioner of Texas, acting under the provisions of Chapter 712 of the Texas Health and Safety Code, does hereby grant

Hillcrest Memorial Gardens, Inc.
Claybar Haven of Rest
1155 N. 11th Street
Beaumont, TX 77704

authority to operate as a perpetual care cemetery.

This Certificate is non-transferable and will expire on March 1, 2019.

*In testimony whereof I have hereunto subscribed my name
officially on March 1, 2018.*

Stephanie Newberg
Stephanie Newberg, Deputy Banking Commissioner of Texas

Texas Funeral Service Commission

does hereby certify that

HAVEN OF REST CREMATORY

*is licensed for the current year subject to the laws of this State and
the rules and regulations of the Texas Funeral Service Commission as:*

TYPE
Crematory

NUMBER
2415

EXPIRES
05/31/2019

Summary of Perpetual Care Cemetery Examination Findings

Revised 02/16

Certificate Holder: Hillcrest Memorial Gardens, Inc. dba Claybar Haven of Rest

Certificate of Authority #: 217

Examination Close Date: January 31, 2017

For the Period: 02/01/2015 to 01/31/2017

Date of Exit Conference: March 16, 2017

COA Representative: William Warren Claybar

COA Representative's Title: President

Summary of Findings	Regulation	X/R	# of Times Cited
Historical register of all interments sold not maintained as required	TAC 26.2(b)(4)	X	
Monthly reapplication of all interment rights issued not maintained as required	TAC 26.2(b)(5)	X	
Conveyance document not issued by the 20th of the following month	TAC 26.6	OFR	

X = Violation

Tentative Rating Assigned
(subject to review by DOB)

2

R = Repeat Violation

OFR = Other Findings and Recommendations

THSC = Texas Health and Safety Code Annotated

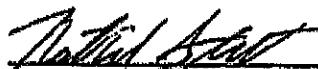
DOB = Department of Banking

TAC = Texas Administrative Code

TPC = Texas Property Code

TOC = Texas Occupations Code

COA Representative's Signature
(By signing, you acknowledge receipt of these findings.)



FINANCIAL EXAMINER

* Management is advised that if repeat violation(s) continue to be cited at the next examination, this matter may be referred to the Department's Legal Division with a recommendation that administrative penalties be assessed for a pattern of disregard.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

106

**Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.**

OFFICE USE ONLY
CERTIFICATION OF FILING

Certificate Number:
2018-396207

Date Filed:
08/24/2018

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Hillcrest Memorial Gardens dba Claybar Haven of Rest Cemetery
Beaumont, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Jefferson County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

IFB 18-015/YS

Indigent burial plots, grave liners, markers, and opening and closing grave

5 Check only if there is NO Interested Party.

1

6 UNSWORN DECLARATION

My name is Warren Claybar, and my date of birth is March 25, 1975

My address is 1155 N. 11th (street) Beaumont (city) Texas (state) 77702 (zip code) Jefferson (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Jefferson County, State of Texas on the 24th day of August 2018
(month) (year)

Signature of authorized agent of contracting business entity
(Deckdrain)

ORIGINAL

COMPLETE COPY

Jefferson County Purchasing Agent

SEALED BID

IFB 18-036/YS

Term Contract for Indigent Burial Plots for Jefferson

County

Due: 09/11/2018

Claybar Haven of Rest Cemetery

Physical Address

US Hwy 90 West at Greens Pond Road

Beaumont, Texas



Mailing Address

1155 North 11th, Beaumont, Texas 77702

R E C E I V E D

RECEIVED 12:49 PM SEP 07 2018

RECEIVED 12:49 PM SEP 07 2018

ATTACHMENT A

IFB 18-036/YS

Term Contract for Indigent Burial Plots for Jefferson County

Vendor	Claybar Haven of Rest Cemetery	UOM	Unit Price
Item	Description		
1	Burial Plot (initial purchase of 50 plots)	ea	\$305.00
2	Opening and Closing of Plot to include Tent and Chairs	ea	\$545.00
3	Grave Liner	ea	\$375.00
4	Marker for Grave	ea	\$120.00
		Total	\$1,345.00

*vendor note: With the exception of the initial plot expense, we will NOT charge Jefferson County for the burial of any children or youth under the age of 18 approved as indigent and authorized for burial by the County.

Claybar Haven of Rest Cemetery
 1155 North 11th Street
 Beaumont TX 77702
 attn: Warren Claybar
warrenc@claybardifference.com
officebmt@claybardifference.com
 ph: 409-892-3456 or 409-892-3457
 fx: 409-892-6477

OFFER AND ACCEPTANCE FORM

OFFER TO CONTRACT

To Jefferson County:

We hereby offer and agree to furnish the materials or service in compliance with all terms, conditions, specifications, and amendments in the Invitation for Bid and any written exceptions in the offer. We understand that the items in this Invitation for Bid, including, but not limited to, all required certificates are fully incorporated herein as a material and necessary part of the contract.

The undersigned hereby states, under penalty of perjury, that all information provided is true, accurate, and complete, and states that he/she has the authority to submit this bid, which will result in a binding contract if accepted by Jefferson County.

We acknowledge receipt of the following amendment(s): _____, _____, _____, _____.

I certify, under penalty of perjury, that I have the legal authorization to bind the firm hereunder:

Claybar Haven of Rest Cemetery

For clarification of this offer, contact:

Company Name

Physical Address: US Hwy 90 West at Greens Pond Rd.

Office Address: 1155 North 11th Street

Warren Claybar

Address

Name

Beaumont

Texas

77702

City

State

Zip

(409) 892-3456

(409) 892-6477

Phone

Fax

Signature of Person Authorized to Sign

warrenc@ClaybarDifference.com

E-mail

Warren Claybar

Printed Name

President

Title

BIDDER MUST RETURN THIS PAGE WITH OFFER

Acceptance of Offer

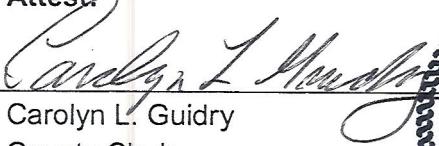
The Offer is hereby accepted for the following items: Term Contract for Indigent Burial Plots for Jefferson County for a period of five (5) years beginning on October 7, 2018.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the Invitation for Bid, including all terms, conditions, specifications, amendments, etc., and the Contractor's Offer as accepted by Jefferson County.

This contract shall henceforth be referred to as Contract No. IFB 18-036/YS, Term Contract for Indigent Burial Plots for Jefferson County. The Contractor has not been authorized to commence any billable work or to provide any material or service under this contract until Contractor receives a purchase order and/or a notice to proceed from the Jefferson County Purchasing Agent.

Countersigned:


Jeff R. Branick
County Judge

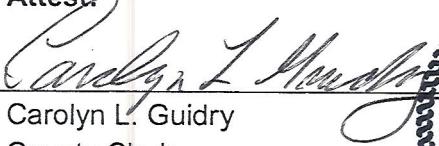

Carolyn L. Guidry
County Clerk


September 24, 2018

Date

Attest:




Carolyn L. Guidry
County Clerk

Bidder Shall Return Completed Form with Offer.



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah Clark, Purchasing Agent

1149 Pearl Street, Beaumont, TX 77701 Phone: 409-835-8593 Fax: 409-835-8456

MEMORANDUM

To: Commissioners' Court

From: Deborah Clark
Purchasing Agent

Date: September 20, 2018

Re: Surplus Property Auction

Consider and possibly approve an auction of surplus property as authorized by Local Government Code §263.152 (a) (1) by Horn's Auction, Inc. The auction is schedule for Saturday, October 6, 2018 at 9:00 A.M.

Thank you.

JEFFERSON COUNTY, TEXAS
1149 PEARL STREET
BEAUMONT, TX 77701

SURPLUS PROPERTY SALE
HORN AUCTION

October 6, 2018

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
ROAD & BRIDGE #4	2005 CHEVROLET PICKUP TRUCK		29962
ROAD & BRIDGE #4	2005 CHEVROLET PICKUP TRUCK		29961
ROAD & BRIDGE #4	2007 CHEVROLET HYBRID PICKUP TRUCK		30584
ROAD & BRIDGE #4	CHEVRON MACHINE	3107573	
ROAD & BRIDGE #4	CHEVRON MACHINE	3107598	
ROAD & BRIDGE #4	COMER ALAMO MIXER	52	
ROAD & BRIDGE #4	BUSHOG ECKO-MODEL CY72	22266	
ROAD & BRIDGE #4	REDMAY CHAINSAW (C-3)	455AVS	
ROAD & BRIDGE #4	CHAMPION 720A SERIES III (D-2)	1871117-21094	
ROAD & BRIDGE #4	25 FOOT TRAILER		
<i>contact person: Kenneth Minkins</i>			



MEMO

TO: Ms. Fran Lee, Auditor's Office

FROM: Commissioner Everette *Alfred A. J.*

DATE: September 19, 2018

RE: Transfer Funds

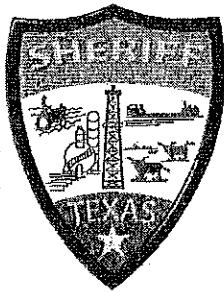
Please transfer the following into account # 114-0000-491-80-06 (Capital Projects) for the repairs to a 1996 Hamm Vibratory Roller:

- **\$12,000** from account# 114-0402-431.10-28 (Laborers); and
- **\$22,500** from account 114-0409-431.60-11 (Road Machinery).
 - Total **\$34,500**

The engine is in need of being replaced because parts are difficult to locate due to the age of the equipment. Estimated work time is approximately 40 hours. Additional parts may be needed as the engine is removed. If so, the vendor will call with this information. There is a \$7,500 core charge on the engine. The vendor will let us know if we get the full charge.

Thank you.

EA/nr



JEFFERSON COUNTY SHERIFF'S OFFICE
SHERIFF ZENA STEPHENS

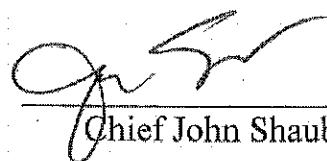
TO: Fran Lee
Jefferson County Auditing Department

FROM: Chief John Shauberger
Jefferson County Sheriff's Department

RE: Transfer

DATE: September 19, 2018

Please transfer \$140,000 from budget account 120-3062-423-20-03 (Employees' Insurance) to budget account 120-3062-423-50-77 (Contractual Services). *Additional Cost for jail medical contract*



Chief John Shauberger

Resolution

STATE OF TEXAS
COUNTY OF JEFFERSON

§
§
§
COMMISSIONERS' COURT
OF JEFFERSON COUNTY, TEXAS

BE IT REMEMBERED at a meeting of Commissioners' Court of Jefferson County, Texas, held on the 24 day of September, 2018, on motion made by Michael S. Segal, Commissioner of Precinct No. 3, and seconded by Everette "Bo" Alfred, Commissioner of Precinct No. 4, the following Resolution was adopted:

COVERDELL FORENSIC SCIENCES IMPROVEMENT PROGRAM

WHEREAS, The Commissioners Court of Jefferson County, Texas finds it in the best interest of the citizens of the Jefferson County that the Crime Lab Funding Project be operated for the 2019 project year; and

WHEREAS, this grant will not require matching funds; and

WHEREAS The Jefferson County Commissioner's Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, The Jefferson County Commissioner's Court assures that the funds will be returned to the Criminal Justice Division in full; and

WHEREAS, The Jefferson County Commissioner's Court designates the Jefferson County Judge, as the grantee's authorized official and the authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency; and

NOW, THEREFORE, BE IT RESOLVED Commissioners Court of Jefferson County hereby approves submission of the grant application for the Jefferson County Crime Lab Funding Project to the Office of the Governor, Criminal Justice Division.

Grant /Application: Coverdell Forensic Sciences Program

SIGNED this 24 day of September, 2018.



JUDGE JEFF R.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

**2019 Jefferson County Resolution
Indigent Defense Grant Program**

WHEREAS, under the provisions of the Texas Government Code Section 79.037 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

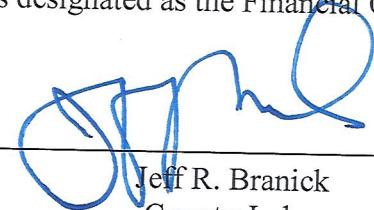
WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Jefferson County Commissioners Court has agreed that in the event of loss or misuse of the funds, Jefferson County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

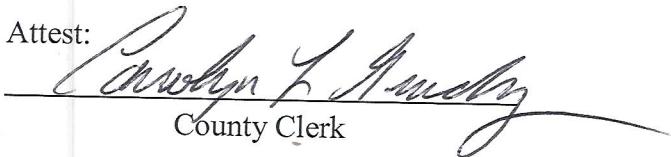
BE IT FURTHER RESOLVED that the County Auditor is designated as the Financial Officer for this grant.

Adopted this 24 day of September, 2018.



Jeff R. Branick
County Judge

Attest:



Carolyn L. Gandy
County Clerk



Award Letter

**U.S. Department of Homeland Security
Washington, D.C. 20472**

Patrick Swain
Jefferson County, Texas
1149 Pearl, 7th Floor
Beaumont, TX 77701 - 3635

Re: Grant No.EMW-2018-PU-00313

Dear Patrick Swain:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2018 Port Security Grant Program has been approved in the amount of \$90,120.00. As a condition of this award, you are required to contribute a cost match in the amount of \$30,040.00 of non-Federal funds, or 25 percent of the total approved project costs of \$120,160.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2018 Port Security Grant Program Notice of Funding Opportunity.

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

Step 2: After logging in, you will see the Home page with a Pending Tasks menu. Click on the Pending Tasks menu, select the Application sub-menu, and then click the link for "Award Offer Review" tasks. This link will navigate you to Award Packages that are pending review.

Step 3: Click the Review Award Package icon (wrench) to review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

System for Award Management (SAM): Grant recipients are to keep all of their information up to date in SAM, in particular, your organization's name, address, DUNS number, EIN and banking information. Please ensure that the DUNS number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in the SAM; therefore, it is imperative that the information is correct. The System for Award Management is located at <http://www.sam.gov>.

If you have any questions or have updated your information in SAM, please let your Grants Management Specialist (GMS) know as soon as possible. This will help use to make the necessary updates and avoid any interruptions in the payment process.

Thomas Dinanno

THOMAS GEORGE DINANNO GPD Assistant Administrator

Agreement Articles

Sat Sep 01 00:00:00 GMT 2018



U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES
Port Security Grant Program

GRANTEE: Jefferson County, Texas
PROGRAM: Port Security Grant Program
AGREEMENT NUMBER: EMW-2018-PU-00313-S01

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Article XXXIX	Duplication of Benefits
Article XL	Drug-Free Workplace Regulations
Article XLI	Civil Rights Act of 1968
Article XLII	Prior Approval for Modification of Approved Budget

Article I - Summary Description of Project

Project 1: Replacement Engines for Marine Division Boats is fully funded for \$68,445.

Project 2: Replacement of Tactical Protective Equipment for Marine Division is fully funded for \$21,675.

Article II - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

Article III - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov if you have any questions.

Article IV - Procurement of Recovered Materials

Recipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article V - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C Section 2409, 41 U.S.C. 4712, and 10 U.S.C. Section 2324, 41 U.S.C. Sections 4304 and 4310.

Article VI - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article VII - USA Patriot Act of 2001

Recipients must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. Sections 175-175c.

Article VIII - Universal Identifier and System of Award Management (SAM)

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A.

Article IX - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, the recipient must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article X - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, (29 U.S.C. Section 794), as amended, which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XI - Trafficking Victims Protection Act of 2000

Recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act of 2000*, (TVPA) as amended by 22 U.S.C. Section 7104. The award term is located at 2 C.F.R. Section 175.15, the full text of which is incorporated here by reference.

Article XII - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XIII - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XIV - Reporting Subawards and Executive Compensation

Recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XV - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, and 2 C.F.R. Part 180. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XVI - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. Sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XVII - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. Section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XVIII - Best Practices for Collection and Use of Personally Identifiable Information (PII)

Recipients who collect PII are required to have a publicly-available privacy policy that describes standards on the usage and maintenance of PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) as useful resources respectively.

Article XIX - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities. (42 U.S.C. Sections 12101- 12213).

Article XX - Age Discrimination Act of 1975

Recipients must comply with the requirements of the *Age Discrimination Act of 1975* (Title 42 U.S. Code, Section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article XXI - Activities Conducted Abroad

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article XXII - Acknowledgment of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article XXIII - DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, recipients have been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency (LEP)), sex, age, disability, religion, or familial status, recipients must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS FAO and the [DHS Office of Civil Rights and Civil Liberties](#) (CRCL) by e-mail at crcl@hq.dhs.gov or by mail at U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties Building 410, Mail Stop #0190 Washington, D.C. 20528.
6. In the event courts or administrative agencies make a finding of discrimination on grounds of race, color, national origin (including LEP), sex, age, disability, religion, or familial status against the recipient, or recipients settle a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS FAO and the CRCL office by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

Article XXIV - Assurances, Administrative Requirements, Cost Principles, and Audit Requirements

DHS financial assistance recipients must complete either the OMB Standard Form) Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations, Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article XXV - Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. Section 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. Section 401.14.

Article XXVI - Notice of Funding Opportunity Requirements

All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. Recipients must comply with any such requirements set forth in the program NOFO.

Article XXVII - Non-supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XXVIII - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXIX - National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXX - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. Section 1352, which provides that none of the funds provided under an federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XXXI - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with the Title VI of the Civil Rights Act of 1964 (42 U.S.C. Section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance

<https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XXXII - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, (15 U.S.C. Section 2225a), recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, (15 U.S.C. Section 2225).

Article XXXIII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. Section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* (49 U.S.C. Section 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981 amendment to Comptroller General Decision B-138942.

Article XXXIV - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article XXXV - Federal Debt Status

Recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article XXXVI - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of The False Claims Act (31 U.S.C. Section 3729-3733) which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. Section 3801-3812 which details the administrative remedies for false claims and statements made.)

Article XXXVII - Energy Policy and Conservation Act

Recipients must comply with the requirements of The Energy Policy and Conservation Act (42 U.S.C. Section 6201) which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XXXVIII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. Section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XXXIX - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article XL - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 CFR part 3001, which adopts the Government-wide implementation (2 CFR part 182) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 8101).

Article XLI - Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (See 42 U.S.C. Section 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Section 100.201.)

Article XLII - Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. Section 200.308. For awards with an approved budget greater than the simplified acquisition threshold as defined at 2 C.F.R Section 200.88 (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

BUDGET COST CATEGORIES

Personnel	\$0.00
Fringe Benefits	\$0.00
Travel	\$0.00
Equipment	\$120,160.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Indirect Charges	\$0.00
Other	\$0.00

Obligating Document for Award/Amendment					
1a. AGREEMENT NO. EMW-2018-PU-00313-S01	2. AMENDMENT NO. ***	3. RECIPIENT NO. 746000291	4. TYPE OF ACTION AWARD	5. CONTROL NO. WX03517N2018T	
6. RECIPIENT NAME AND ADDRESS Jefferson County, Texas 1149 Pearl, 7th Floor Beaumont, TX, 77701 - 3635	7. ISSUING FEMA OFFICE AND ADDRESS FEMA-GPD 400 C Street, SW, 3rd floor Washington, DC 20472-3645 POC: 866-927-5646	8. PAYMENT OFFICE AND ADDRESS FEMA Finance Center 430 Market Street Winchester, VA 22603			
9. NAME OF RECIPIENT PROJECT OFFICER Patrick Swain	PHONE NO. 409-835-8500	10. NAME OF FEMA PROJECT COORDINATOR Central Scheduling and Information Desk Phone: 800-368-6498 Email: Askcsid@dhs.gov			
11. EFFECTIVE DATE OF THIS ACTION 09/01/2018	12. METHOD OF PAYMENT PARS	13. ASSISTANCE ARRANGEMENT Cost Reimbursement			14. PERFORMANCE PERIOD From: 09/01/2018 To: 08/31/2021 Budget Period, 09/01/2018 08/31/2021
15. DESCRIPTION OF ACTION a. (Indicate funding data for awards or financial changes)					
PROGRAM NAME	CFDA NO.	ACCOUNTING DATA (ACCS CODE)	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD
Port Security Grant Program	97.056	2018-FA-GC01-P410-4101-D XXXX-XXX-XXXXXX-XXXX-XXXX-XXXX-X	\$0.00	\$90,120.00	\$90,120.00
			\$0.00	\$90,120.00	\$90,120.00
					See Totals \$30,040.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.

N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Port Security Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)

DATE

18. FEMA SIGNATORY OFFICIAL (Name and Title)

DATE

Fri Sep 14 22:09:54 GMT 2018

BERTRAM NMN MCKEITHEN JR , Assistance Officer

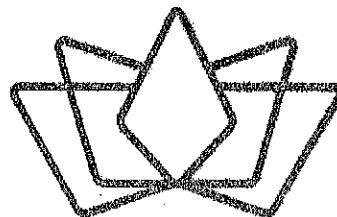
Jefferson County
2018 PSGP
Budget Summary

II	Description	Federal	Local	Total	Match Source
1	Replacement Motors For Marine Division	\$ 68,445	\$ 22,815	\$ 91,260	Marine Unit
2	Tactical Vest, Ballistic Helmets and Rifle Shield	\$ 21,675	\$ 7,225	\$ 28,900	Marine Unit
	Total Request	\$ 90,120	\$ 30,040	\$ 120,160	

APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)

VINE® SERVICE AGREEMENT

DIR-TSO-3937



APPRISS®
SAFETY

DIR-TSO-3937

APPENDIX D (per Amendment 1)

VINE® SERVICE AGREEMENT

APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)

Agreement No. 1990266-2019

Date: September 1, 2018

BETWEEN:

Appriss Safety
 9901 Linn Station Rd., Suite 500
 Louisville, KY 40223-3842

CUSTOMER:

Jefferson County
 1149 Pearl Street
 Beaumont, TX 77701

I. Appriss Safety (the "Service Provider" or "Appriss") hereby agrees to provide victim notification services known as the VINE® Service as described herein (the "Services").

- A. The Services will be provided to: Jefferson County (the "Customer"). The Customer hereby agrees to purchase from the Service Provider the Services on the terms and conditions of DIR Contract No. DIR-TSO-3937 and hereinafter set forth herein.
- B. The Services will be provided in connection with the following sites:
 - 1. County Jail
 - 2. District Court

This Agreement shall be effective as of September 1, 2018 and continue for Twelve (12) consecutive months. Billing of 'Recurring Operational Fees' shall not affect the Service Agreement renewal date.

- C. Description of Services. VINE® Service - Subject to the terms, conditions and limitations of DIR Contract No. DIR-TSO-3937 and contained herein, the Service Provider shall:
 - 1. Be responsible for all development associated with the processing of the notification signal and the actual notification attempts once the signal has been transmitted.
 - 2. The Customer and its Participating Agencies at each site will assist the Service Provider in coordinating initial work required by the existing vendors or in-house resources. Where applicable, costs of postage and stationary are excluded.
 - 3. Dedicate a special telephone number for the Customer's use of the VINE Service Center.
 - 4. Process incoming and outgoing victim calls.
 - a. Victim notification calls only occur after the Customer manually enters the required data into the Customer's automated system which creates a file with the required data that is transmitted to the VINE Data Center.
 - b. Upon receipt of the required data, the notification processes as defined in the VINE proposal are performed.
 - c. After the initial start-up period, the Customer (Participating Agencies at each site) is responsible for making modifications to their automated system (Booking System) and will manage their internal resources and/or system vendor to modify or provide the required programming to provide the Service Provider with the data required.

APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)

The Customer shall bear all costs associated with these changes or modifications to their existing automated system after the initial connection. The Service Provider acts only in the capacity of technical advisor to assist in this work.

5. Provide support services on a 24 hour a day, 7-days a week basis through its Customer First Center (the "CFC")

II. Supplies and Materials. The Service Provider shall make available certain materials and supplies to the Customer for use in introducing VINE to the community. The creation of print, radio and television PSAs is included in the fees.

- A. Appriss will provide support materials in agreed upon quantities for all VINE services one time per contract year as part of the recurring operational fees.
 1. At the Customer's expense, support materials in excess of agreed upon quantities may be purchased from the Service Provider at our published pricing.
- B. The creation of radio and television Public Service Announcements (PSAs) is included in the service as well.
 1. Appriss will provide a tailored version of our stock television PSA at no additional charge.
 2. Radio PSAs will be produced and provided on a CD at no additional charge. The radio PSA can also be sent electronically for distribution by email or posted on websites.

III. Fees and Commissions. Prior to this Agreement being valid, and service to begin:

- A. The Service Provider must receive a purchase order from the Funding Source (as defined in Exhibit A hereto) to cover the following fees as exhibited in Appendix C of DIR Contract No. DIR-TSO-3937.
- B. The Customer billing contact information and Funding Source contact information must be provided on Exhibit A (attached).
 1. Non-Recurring Startup Fees. These fees are for:
 - a. Establishing the system connection
 - b. Startup
 - c. Training
 - d. Interface development

The startup fees for services on this project are \$ 0 and will be billed according to the billing schedule and in accordance to Appendix A, Section 81 of DIR Contract No. DIR-TSO-3937.

APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)

2. Recurring Operational Fees. These fees cover:
 - a. The annual cost of operating and supporting the VINE Service
 - b. Hardware and proprietary software (the "VINE Software") used to power VINE
 - c. All incoming and outgoing calls
 - d. 24-hour monitoring of the service
 - e. The cost of transmitting all data

The operational fees for the VINE Service will be \$28,546.78 per year.

Payments will be made in accordance to Appendix A, Section 8J of DIR Contract No. DIR-TSO-3937.

IV. Performance of Additional Services. The parties agree that should the Service Provider choose to perform, at the Customer's request, any services not covered by this Agreement, the Customer shall compensate the Service Provider for its direct labor, parts and subcontracted work at the Standard Rate as indicated in Appendix C of DIR Contract No. DIR-TSO-3937.

Booking System Interface Changes. All work done by Appriss Inc., related to an agency changing their booking system from their existing VINE supported booking system to a new VINE supported booking system including, but not limited to, interface installation, setup, configuration, testing and documentation is considered standard maintenance and covered under this service agreement. A VINE supported booking system is one for which an interface already exists.

Booking systems not yet supported by VINE, i.e., without an existing interface, are not considered standard maintenance and are subject to the hourly contract rate of \$100/hr for performance of additional services. Third-party costs (booking system vendors, agency IT staff, etc.) associated with any booking system changes are not covered under this agreement.

V. Warranty. The Service Provider represents and warrants qualified personnel shall perform the Services in a competent and professional manner. If the VINE Software does not substantially conform to the VINE Software specification, the Service Provider's sole obligation under this warranty is to remedy such defect, provided that the VINE Software has not been modified by anyone other than the Service Provider. These express limited warranties are in place of all other warranties, express or implied, including, without limitation, implied warranties of merchantability or fitness for a particular purpose and all such other warranties are expressly disclaimed and excluded by the Service Provider.

VI. Ownership of Intellectual Property; Licenses. The Service Provider retains all ownership rights in the VINE Software and all documents, designs, inventions, copyrightable material, patentable and unpatentable subject matter and other tangible materials authored or prepared by the Service Provider (the "Intellectual Property") in connection with the Services. The Service Provider hereby grants the Customer a limited, non-exclusive, non-transferable, non-sublicensable license to use the VINE Software in connection with the provision by the Service Provider of the VINE Services for the Customer's internal purposes only. Nothing herein shall grant the Customer a license to the source code of the VINE Software.

Nothing contained herein shall be construed to grant the Service Provider any ownership rights in data supplied by the Customer to the Service Provider in connection with this Agreement. Appriss will use the data in connection with the VINE Service while offenders are within the VINE Service window (which begins the moment the offender is in custody and ends within a number of days after the offender

APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)

leaves custody as predetermined by the Customer, except that for court records, the service window ends 30 days after the final dispensation of the case) for victim notification and may use current and historical data in applications for law enforcement, government, risk management, security, or fraud detection purposes.

VII. Intellectual Property Indemnification. Indemnification will be handled in accordance to Appendix A, Section 10A of DIR Contract No. DIR-TSO-3937.

VIII. Confidentiality. The Service Provider shall not disclose any Confidential Information without the Customer's express, prior written permission, except to the extent that a disclosure is required by law or court order. For purposes of this paragraph, "Confidential Information" means all documents, reports, data, records, forms, and other materials obtained by the Service Provider from the Customer in the course of performing any Services (including, but not limited to, the Customer records and information): (i) that have been marked as confidential; (ii) whose confidential nature has been made known by the Customer to the Service Provider; or (iii) that due to their character and nature, a reasonable person under like circumstances would treat as confidential. Notwithstanding the foregoing, "Confidential Information" does not include information in the public domain.

In addition, the Service Provider shall not remarket or utilize any documents, reports, data, records, forms, or other materials created or obtained in relation to the VINE System, except as consistent with the terms of the Office of the Attorney General of Texas's Vendor Renewal Certification for the Statewide Automated Victim Notification Service.

IX. Liability Limit. Limitation of Liability will be handled in accordance to Appendix A, Section 10K of DIR Contract No. DIR-TSO-3937.

X. Force Majeure. Force Majeure will be handled in accordance to Appendix A, Section 11C of DIR Contract No. DIR-TSO-3937.

XI. Entire Agreement; Inconsistent Terms. DIR Contract No. DIR-TSO-3937 and this Agreement and all exhibits, appendices, and schedules attached hereto are the complete and exclusive statement of the agreement between the Customer and the Service Provider, and supersede any and all other agreements, oral or written, between the parties

This Agreement may not be modified except by written instrument signed by the Customer and by an authorized representative of the Service Provider. The parties agree that any terms or conditions of any purchase order or other instrument that are inconsistent with, or in addition to, the terms and conditions hereof, shall not bind or obligate the Service Provider.

XII. Term and Termination. This Agreement shall commence upon the date set forth above and continue in effect for Twelve (12) months. This Agreement shall have three (3) one (1) year renewal options exercised by Customer providing 30 day written notice prior to the then- expiration date.

Any changes in pricing for this Agreement must be approved by DIR.

Termination will be handled in accordance to Appendix A, Section 11B of DIR Contract No. DIR-TSO-3937

**APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)**

XIII. Parties in Interest. Nothing in this Agreement, express or implied, is intended to confer upon any other person any rights or remedies of any nature whatsoever under or by reason of this Agreement. Nothing in this Agreement shall be construed to create any rights or obligations except among the parties hereto, and no person or entity shall be regarded as a third-party beneficiary of this Agreement.

XIV. Assignment. Assignment will be handled in accordance to Appendix A, Section 4D of DIR Contract No. DIR-TSO-3937.

XV. Jurisdiction and Choice of Law. This Agreement and all questions relating to its validity, interpretation, performance, and enforcement shall be governed and construed in accordance with the laws of Texas. Service Provider and Customer hereby consent to the jurisdiction of any competent state court of Texas located in Travis County, Texas, with respect to any actions arising from this Agreement. No action may be brought by either party against the other later than four (4) years after the cause of action has accrued. Nothing herein shall be construed to waive the sovereign immunity of the State of Texas.

XVI. Customer's Project Manager. For the purposes of this project, the following contact will be used as the Customer's project management contact. All project responsibilities that belong to the Customer will be coordinated and managed by this contact. The Customer appoints the project manager to be Jonathan Musick, who can be reached at telephone number 502-815-3810, or via email at jmusick@apprissafety.com.

Signature Page Follows

**APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)**

APPRISS SAFETY BY:


Signature

09/12/2018

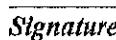
Date

Joshua P. Bruner
Name

President
Title

Customer Acceptance of Proposal: The above prices, proposal, provisions and conditions are satisfactory and are hereby accepted. Service Provider is authorized to do the work as specified. Payment will be made as described on the terms outlined in this Service Agreement.

CUSTOMER BY:


Signature

Date

Jeff Branick
Name

County Judge
Title

APPRISS SAFETY – VINE® SERVICE AGREEMENT
APPENDIX D TO DIR-TSO-3937 (per Amendment 1)

APPRISS INC.
SERVICE AGREEMENT - EXHIBIT A

Customer: Jefferson County

Billing Address: 1149 Pearl St. 7th Floor
 Street Address
Beaumont TX 77701
 City State Zip

Finance Contact: Patrick Swain County Auditor
 Name Title

Telephone: (409) 835-8500 Fax: (409) 839-2369

E-mail: pswain@co.jefferson.tx.us

Funding Source: Texas Office of the Attorney General – Grant Administration Division

Billing Address: P.O. Box 12548
 Street Address
Austin TX 78711-2548
 City State Zip

Finance Contact: Chris Gersbach Texas SAVNS Program Manager
 Name Title

Telephone: 512-936-1653 Fax: 512-370-9827

Date funds to be received from Funding Source: Upon submittal of FY2019 OAG required documentation.

Mail payments to:
APPRISS INC.
9901 LINN STATION RD SUITE 500
LOUISVILLE, KY 40223-3842

Questions and correspondence related to billings and/or payments may be directed to:

Colleen G. Heslin
 Appriss Inc.
 9901 Linn Station Road, Suite 500
 Louisville, KY 40223-3842
 502-815-3850

cheslin@appri(ss)safety.com

JEFFERSON COUNTY, TEXAS

FINANCIAL & OPERATING
STATEMENTS - COUNTY FUNDS ONLY

For the Month Ending August 31, 2018



Patrick Swain - County Auditor

PATRICK SWAIN
COUNTY AUDITOR
(409) 835-8500



1149 PEARL ST. - 7TH FLOOR
BEAUMONT, TEXAS 77701

September 17, 2018

Honorable Commissioners Court:
Judge Jeff R. Branick
Commissioner Eddie Arnold
Commissioner Brent Weaver
Commissioner Michael "Shane" Sinegal
Commissioner Everette "Bo" Alfred

Gentlemen:

In compliance with Section 114.023 of the Local Government Code, I herewith present the monthly report of the financial condition of Jefferson County as of August 31, 2018 together with the results of operations of the budget for the eleventh period then ended.

Revenue:

Total budgeted revenue collected for the month ending August 31, 2018 is \$120,582,868. Budgeted Revenues are \$118,751,599 resulting in \$1,831,269 in additional revenue collected above our budgetary revenue goals. Highlights of revenues are as follows:

Property Taxes:

Property tax collections are \$80,441,973 for the eleven months of the year. This amount represents 99.78% of the budgeted amount of \$80,620,917.

Sales Taxes:

Ninety-nine percent of budgeted revenue for sales taxes has been collected. Sales Tax revenue is budgeted to be \$24,000,000.

Page Two

Licenses & Permits:

Revenues from Licenses & Permits have exceeded the budgeted amount of \$426,700 by \$372,931.

Intergovernmental:

Revenues from Intergovernmental Revenue have exceeded the budgeted amount of \$1,215,791 by \$122,490.

Fees:

Revenues from Fees have exceeded the budgeted amount of \$10,646,591 by \$1,310,366.

Fines and Forfeitures:

Revenues from Fines and Forfeitures have exceeded the budgeted amount of \$1,625,000 by \$39,221.

Interest:

Revenues from Interest have exceeded the budgeted amount of \$192,600 by \$387,246.

Other Revenues:

Revenues from Other Revenues have exceeded the budgeted amount \$24,000 by \$62.

Expenditures:

Overall for the County's budgeted funds, eighty-four percent of the expenditures have been spent.

Page Three

Expenditures are budgeted to be \$127,366,337, which includes General Funds and debt service funds, excluding budgeted transfers of \$4,576,247 for the fiscal year ending September 30, 2018.

Please call me if you have any questions on the enclosed report.

Sincerely,



Patrick Swain
County Auditor

JEFFERSON COUNTY, TEXAS
FINANCIAL & OPERATING
STATEMENTS - COUNTY FUNDS ONLY
FOR THE MONTH ENDING AUGUST 31, 2018
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Jefferson County, Texas
 Consolidated Balance Sheet
 For the Month Ending August 31, 2018

	General Funds	Special Revenue Funds	Capital Project Funds	Debt Service Funds	Enterprise Funds	Internal Service Funds	Total
<u>ASSETS</u>							
Cash and Cash Equivalents	\$ 61,379,766	15,097,366	2,484,991	542,456	(897,990)	(5,731,825)	\$ 72,874,764
Receivables & Prepays	6,434,730	68,837	-	158,747	44,741	-	6,707,055
Intergovernmental Receivables	3,655,864	-	-	-	-	-	3,655,864
Due From Other Funds	150,000	-	-	-	-	-	150,000
Inventory	557,847	16,009	-	-	119,277	-	693,133
Other Assets	-	-	-	-	82,431,242	-	82,431,242
Total Assets	\$ 72,178,207	\$ 15,182,212	\$ 2,484,991	\$ 701,203	\$ 81,697,270	\$ (5,731,825)	\$ 166,512,058
<u>LIABILITIES AND FUND BALANCE/EQUITY</u>							
Payables	\$ 3,936,035	642,489	-	-	1,417,179	3,583,720	\$ 9,579,423
Intergovernmental Payables	35,142	-	-	-	131	-	35,273
Due To Other Funds	-	-	-	-	-	-	-
Other Liabilities	8,975,629	-	-	143,424	472,048	-	9,591,101
Fund Balance/Equity	59,231,401	14,539,723	2,484,991	557,779	79,807,912	(9,315,545)	147,306,261
Total Liabilities and Fund Balance/Equity	\$ 72,178,207	\$ 15,182,212	\$ 2,484,991	\$ 701,203	\$ 81,697,270	\$ (5,731,825)	\$ 166,512,058

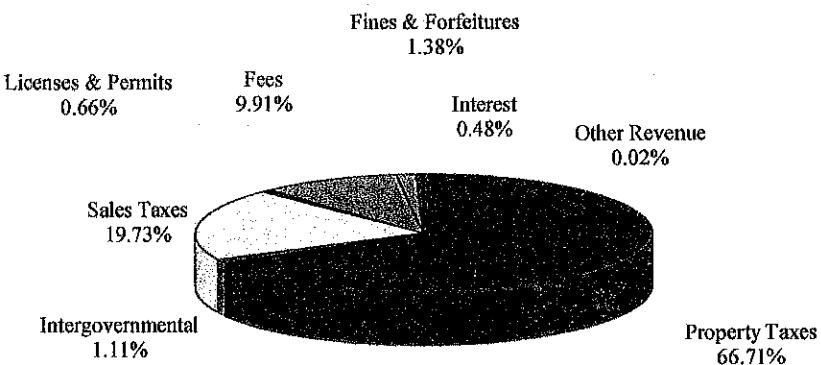
Jefferson County, Texas
 Statement of Changes in Fund Balances
 For The Month Ending August 31, 2018

	7/31/2018	For the Month Ending August 31, 2018				8/31/2018
	Fund Balance	Receipts	Disbursements	Transfers In/Out)	Prior Period Adjustment	Fund Balance
Jury Fund	\$ 353,480	\$ 6,221	27,029	\$ -	\$ -	\$ 332,672
Road & Bridge Pct. 1	3,721,818	77,968	88,202	-	-	3,711,584
Road & Bridge Pct. 2	1,277,350	72,341	130,548	-	-	1,219,143
Road & Bridge Pct. 3	950,544	66,019	120,878	-	-	895,685
Road & Bridge Pct. 4	2,786,178	90,664	123,961	-	-	2,752,881
Engineering Fund	279,142	2,461	72,523	-	-	209,080
Parks & Recreation	139,104	5,623	13,361	-	-	131,366
General Fund	48,412,934	4,348,911	7,310,180	(6,416)	-	45,445,249
Mosquito Control Fund	1,138,197	5,397	209,261	-	-	934,333
Tobacco Settlement Fund	3,594,640	4,768	-	-	-	3,599,408
 Total General Funds	 62,653,387	 4,680,373	 8,095,943	 (6,416)	 -	 59,231,401
 Total Special Revenue Funds	 14,919,229	 859,129	 1,245,051	 6,416	 -	 14,539,723
 Total Capital Project Funds	 2,500,943	 4,215	 19,167	 -	 -	 2,485,991
 Total Debt Service Funds	 542,915	 14,864	 -	 -	 -	 557,779
 Total Enterprise Funds	 80,336,597	 394,223	 922,908	 -	 -	 79,807,912
 Total Internal Service Funds	 (9,081,207)	 1,879,664	 2,114,002	 -	 -	 (9,315,545)
 Total Balances	 \$ 151,871,864	 \$ 7,832,468	 \$ 12,397,071	 \$ -	 \$ -	 \$ 147,307,261

Jefferson County Texas
Statement of Revenues by Category - Compared with Budget Allocation
For The Month Ending August 31, 2018

Category	Cumulative Actual	Annual Budget	Unrealized Balance	Percentage Unrealized
Property Taxes	\$ 80,441,973	\$ 80,620,917	\$ 178,944	0.22%
Sales Taxes	23,777,897	24,000,000	222,103	0.93%
Licenses & Permits	799,631	426,700	(372,931)	-87.40%
Intergovernmental	1,338,281	1,215,791	(122,490)	-10.07%
Fees	11,956,957	10,646,591	(1,310,366)	-12.31%
Fines & Forfeitures	1,664,221	1,625,000	(39,221)	-2.41%
Interest	579,846	192,600	(387,246)	-201.06%
Other Revenue	24,062	24,000	(62)	-0.26%
	\$ 120,582,868	\$ 118,751,599	\$ (1,831,269)	-1.54%

Revenues by Major Category
For The Month Ending August 31, 2018



Jefferson County, Texas
Statement of Revenues - Compared With Budget Allocation
For The Month Ending August 31, 2018

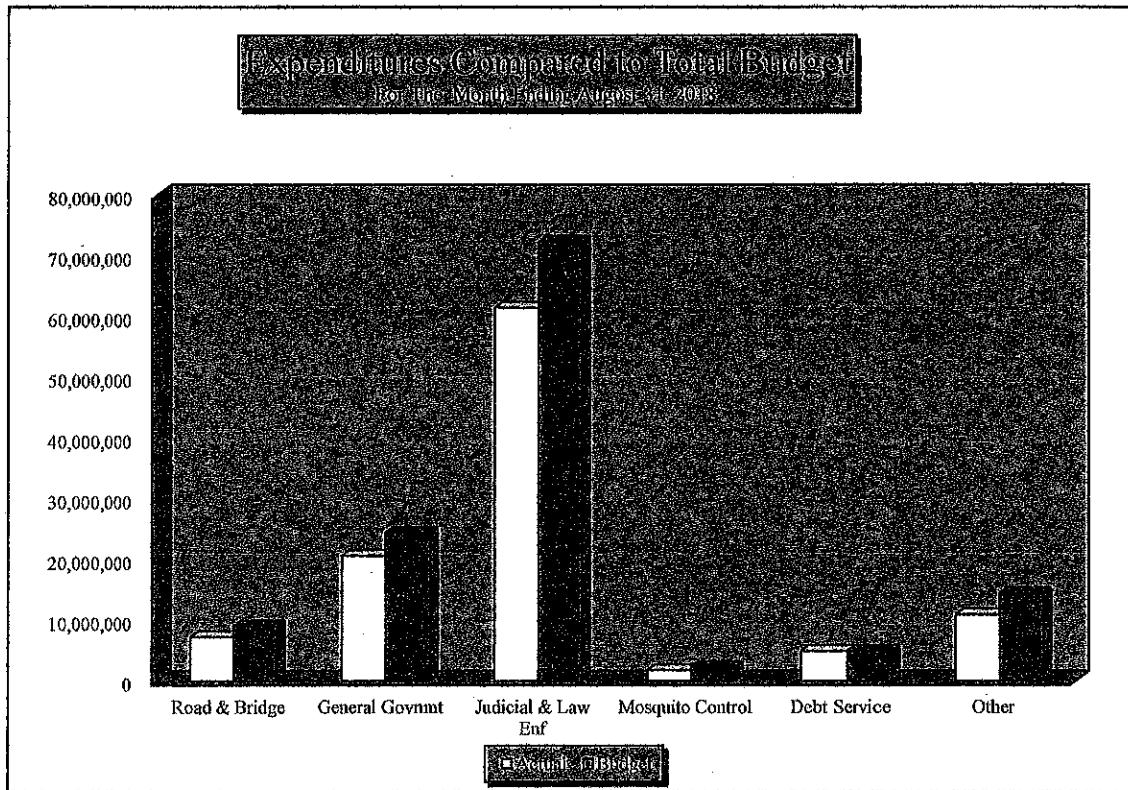
	October 2017												Cumulative Total	Annual Budget	Unrealized Balance
	-December	January	February	March	April	May	June	July	August						
Jury Fund															
Current Taxes	\$ 19,987	\$ 36,757	\$ 73,656	\$ 3,443	\$ 703	\$ 755	\$ 617	\$ 687	\$ 252				136,857	\$ 137,496	\$ 639
Delinquent Taxes	964	301	(21)	941	299	365	158	298	258				3,563	3,716	153
Jury Fees	9,059	3,843	4,922	4,579	4,486	5,074	5,339	5,825	5,711				48,838	35,000	(13,838)
Other Revenue	-	57,494	-	33,932	-	-	85	26,758	-				118,269	200,000	81,731
Road & Bridge Pct. 1															
Current Taxes	84,058	154,584	309,765	14,480	2,958	3,176	2,597	2,890	1,060				575,568	578,251	2,683
Delinquent Taxes	1,858	579	(40)	1,813	575	704	304	575	497				6,865	7,158	293
Intergovernmental Revenue	-	-	-	-	-	-	-	-	-				-	-	-
Auto Registration Fees	-	28,765	51,107	-	-	-	632,831	-	-				712,703	564,960	(147,743)
Road & Bridge Fees	131,972	36,852	53,052	51,098	58,755	45,908	43,669	50,846	51,126				523,278	558,540	35,262
Sales, Rentals & Services	2,276	-	248	87	111	-	-	-	999				3,721	-	(3,721)
Fines and Forfeitures	44,902	19,457	24,050	26,289	30,867	27,983	28,331	23,609	24,286				249,774	231,120	(18,654)
Road & Bridge Pct. 2															
Current Taxes	79,017	145,314	291,189	13,612	2,781	2,986	2,441	2,716	996				541,052	543,574	2,522
Delinquent Taxes	1,702	532	(37)	1,662	527	645	279	527	455				6,292	6,559	267
Intergovernmental Revenue	-	-	-	-	-	-	-	-	-				-	-	-
Auto Registration Fees	-	27,040	48,042	-	-	-	594,881	-	-				669,963	531,080	(138,883)
Road & Bridge Fees	124,053	34,642	49,871	48,034	55,232	43,155	41,050	47,796	48,060				491,893	525,045	33,152
Sales, Rentals & Services	-	-	-	-	-	-	-	-	-				-	-	-
Fines and Forfeitures	42,210	18,290	22,608	24,713	29,016	26,305	26,632	22,193	22,830				234,797	217,260	(17,537)
Road & Bridge Pct. 3															
Current Taxes	72,111	132,613	265,737	12,422	2,538	2,725	2,228	2,479	909				493,762	496,062	2,300
Delinquent Taxes	1,554	484	(34)	1,517	481	589	255	481	415				5,742	5,987	245
Intergovernmental Revenue	-	-	-	-	-	-	-	-	-				-	-	-
Auto Registration Fees	-	24,677	43,843	-	-	-	542,884	-	-				611,404	484,660	(126,744)
Road & Bridge Fees	113,211	31,614	45,512	43,835	50,404	39,382	37,462	43,619	43,860				448,899	479,153	30,254
Sales, Rentals & Services	-	964	2,057	2,030	-	-	-	-	-				5,051	-	(5,051)
Fines and Forfeitures	38,522	16,693	20,633	22,554	26,481	24,008	24,305	20,254	20,835				214,285	198,270	(16,015)
Road & Bridge Pct. 4															
Current Taxes	92,143	169,453	339,560	15,873	3,243	3,482	2,847	3,168	1,162				630,931	633,869	2,938
Delinquent Taxes	1,985	619	(43)	1,937	614	752	325	614	531				7,334	7,648	314
Intergovernmental Revenue	-	-	-	-	-	-	-	4,463	5,314				9,777	1,200	(8,577)
Auto Registration Fees	-	31,532	56,023	-	-	-	693,699	-	-				781,254	619,300	(161,954)
Road & Bridge Fees	144,662	40,397	58,155	56,013	64,407	50,324	47,869	55,736	56,044				573,607	612,263	38,656
Sales, Rentals & Services	(2,116)	2,466	8,380	-	1,077	3,000	1,500	1,655	992				16,954	-	(16,954)
Fines and Forfeitures	49,219	21,327	26,362	28,817	33,835	30,672	31,054	25,878	26,621				273,785	253,350	(20,435)
Other Revenue	-	-	-	-	-	-	-	-	-				-	-	-

Jefferson County, Texas
Statement of Revenues - Compared With Budget Allocation
For The Month Ending August 31, 2018

	October 2017											Cumulative Total	Annual Budget	Unrealized Balance	
	-December	January	February	March	April	May	June	July	August						
Engineering Fund															
Current Taxes	\$ 131,364	\$ 241,581	\$ 484,094	\$ 22,630	\$ 4,623	\$ 4,964	\$ 4,058	\$ 4,516	\$ 1,656	\$ 899,486	\$ 903,677	\$ 4,191			
Delinquent Taxes	3,010	938	(65)	2,938	932	1,140	493	932	805	11,123	11,598	475			
Licenses and Permits	400	-	-	-	200	750	-	-	-	-	1,350	650	(700)		
Sales, Rentals & Services	-	-	200	-	-	-	-	-	-	-	200	500	300		
Parks & Recreation															
Current Taxes	6,798	12,501	25,051	1,171	239	257	210	234	86	46,547	46,763	216			
Delinquent Taxes	170	53	(4)	166	53	64	28	53	45	628	655	27			
Sales, Rentals & Services	17,161	4,959	5,140	5,815	4,979	5,989	6,349	6,505	5,492	62,389	65,175	2,786			
General Fund															
Current Taxes	11,251,900	20,692,462	41,464,797	(5,801,718)	396,004	425,163	347,603	386,808	141,850	69,304,869	69,558,088	253,219			
Delinquent Taxes	248,685	77,543	(5,399)	242,923	76,988	94,243	40,757	76,982	66,496	919,218	958,300	39,082			
Sales Taxes	2,481,732	2,754,675	3,209,940	2,387,647	2,414,683	2,848,635	2,440,707	2,637,370	2,602,508	23,777,897	24,000,000	222,103			
Other Taxes	38	-	-	-	-	-	18,226	5,798	-	-	24,062	24,000	(62)		
Licenses and Permits	104,523	44,994	45,810	36,515	390,411	42,115	40,142	52,485	41,286	798,281	426,050	(372,231)			
Intergovernmental Revenue	110,165	178,440	66,092	105,512	310,259	138,594	102,118	53,547	145,508	1,210,235	1,014,591	(195,644)			
Fees of Office	967,109	305,887	367,300	326,970	379,043	303,788	383,248	346,796	351,796	3,731,937	4,108,265	376,328			
Other Sales, Rentals & Svcs.	889,971	(125,677)	206,302	453,596	258,997	231,300	219,723	256,258	884,396	3,274,866	2,062,650	(1,212,216)			
Fines & Forfeitures	130,462	124,960	49,305	54,190	90,778	6,283	142,298	55,138	38,166	691,580	725,000	33,420			
Interest	174,437	21,016	38,994	16,587	45,659	36,572	68,740	59,375	76,905	538,285	175,000	(363,285)			
Other Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-		
Mosquito Control Fund															
Current Taxes	300,191	552,058	1,106,246	51,713	10,565	11,343	9,274	10,320	3,784	2,055,494	2,065,072	9,578			
Delinquent Taxes	6,034	1,881	(131)	5,890	1,868	2,286	989	1,868	1,613	22,298	23,252	954			
Sales, Rentals & Services	-	-	-	-	-	-	-	-	-	-	-	-	-		
Tobacco Settlement Fund															
Interest	4,771	1,519	1,564	751	2,193	1,850	3,716	3,475	4,768	24,607	10,000	(14,607)			
Debt Service															
Current Taxes	686,111	1,261,773	2,528,413	118,194	24,147	25,925	21,196	23,586	8,649	4,697,994	4,558,065	(139,929)			
Delinquent Taxes	20,379	6,527	115	19,910	6,370	7,894	3,284	6,375	5,496	76,350	75,127	(1,223)			
Interest	1,663	849	1,977	979	2,878	2,444	4,935	510	719	16,954	7,600	(9,354)			
Other, Sales, Rentals & Svcs.	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total	\$ 18,590,423	\$ 27,196,228	\$ 51,390,338	\$ (1,537,940)	\$ 4,791,259	\$ 4,503,589	\$ 6,621,736	\$ 4,331,998	\$ 4,695,237	\$ 120,582,868	\$ 118,751,599	\$ (1,831,269)			

Jefferson County, Texas
Statement of Expenditures - Compared With Budget Allocation - 92% of Budget Expended
For The Month Ending August 31, 2018

	Cumulative Actual	Annual Budget	Unencumbered Balance	Percentage Unencumbered
Jury Fund	\$ 385,909	\$ 650,474	\$ 264,565	40.67%
Road & Bridge Funds	6,393,361	7,838,368	1,445,007	18.44%
Engineering Fund	824,130	1,031,055	206,925	20.07%
Parks & Recreation Fund	82,734	180,731	97,997	54.22%
General Fund:				
General Government	20,679,335	24,431,601	3,752,266	15.36%
Judicial	16,540,016	19,376,092	2,836,076	14.64%
Law Enforcement	44,468,508	52,176,729	7,708,221	14.77%
Education	289,287	424,338	135,051	31.83%
Health & Welfare	6,010,375	8,582,605	2,572,230	29.97%
Maintenance	3,233,234	3,932,605	699,371	17.78%
Other	1,337,070	1,472,201	135,131	9.18%
Mosquito Control Fund	1,775,163	2,260,280	485,117	21.46%
Tobacco Settlement	100,000	100,000	-	-
Debt Service Funds	4,909,223	4,909,258	35	0.00%
	\$ 107,028,345	\$ 127,366,337	\$ 20,337,992	15.97%



Jefferson County, Texas
Statement of Expenditures - Compared With Budget Allocation
For The Month Ending August 31, 2018

Jury Fund	October 2017												Cumulative		Annual		Unencumbered
	December	January	February	March	April	May	June	July	August	Encumbrances	Total	Budget	Balance				
Road & Brdg Pct. 1	\$ 138,897	\$ 22,693	\$ 41,116	\$ 18,208	\$ 49,675	\$ 16,915	\$ 23,172	\$ 46,629	\$ 27,029	\$ 1,575	\$ 385,909	\$ 650,474	\$ 264,565				
Road & Brdg Pct. 2	335,952	186,069	92,933	82,999	168,735	96,104	179,276	130,854	88,202	163,568	1,524,692	1,743,419	218,727				
Road & Brdg Pct. 3	381,012	352,998	125,132	106,771	138,163	126,547	220,440	114,508	130,548	80,043	1,776,162	2,016,500	240,338				
Road & Brdg Pct. 4	346,826	204,070	106,767	139,673	121,865	109,629	233,773	113,440	120,878	76,599	1,573,520	1,992,224	418,704				
Engineering	384,267	117,075	118,895	69,501	130,887	119,813	177,891	122,642	123,961	154,055	1,518,987	2,086,225	567,238				
Parks & Recreation	227,788	66,319	66,192	68,021	72,726	71,442	105,178	72,798	72,523	1,143	824,130	1,031,055	206,925				
Tax Assessor/Coll.	1,042,424	297,995	299,706	293,666	295,600	284,714	428,990	292,497	285,478	12,950	3,534,020	4,015,207	481,187				
Human Resources	112,623	32,425	31,722	32,652	37,349	34,829	47,683	34,624	31,910	3,208	399,025	446,431	47,406				
County Auditor	369,944	93,220	98,540	98,853	96,090	97,928	147,244	104,963	104,560	543	1,211,885	1,524,752	312,867				
County Clerk	540,523	180,813	169,229	168,280	178,301	170,839	254,675	170,658	169,414	57,104	2,059,836	2,364,127	304,291				
County Judge	190,513	70,010	57,820	56,990	70,934	61,843	81,745	62,151	55,485	344	707,835	921,974	214,139				
Risk Management	68,238	19,859	19,566	19,556	20,043	19,628	29,200	19,652	19,807	-	235,549	258,592	23,043				
County Treasurer	99,336	29,620	29,932	30,020	30,392	29,967	43,322	31,583	28,947	-	353,119	395,842	42,723				
Printing Department	33,883	8,490	11,221	9,457	13,496	10,687	14,481	10,038	7,549	28,176	147,478	173,275	25,797				
Purchasing Department	143,176	42,899	45,392	40,902	41,435	40,794	63,545	40,929	43,688	9,390	512,150	571,359	59,209				
General Services	2,735,606	670,853	1,374,017	777,407	757,809	567,809	621,077	679,274	576,904	30,565	8,791,321	10,580,229	1,788,908				
MIS	584,857	152,796	139,867	147,034	143,994	167,779	221,808	150,590	159,160	27,192	1,895,077	2,180,603	285,526				
Voter's Registration	72,687	3,362	8,740	5,348	8,362	6,741	9,914	6,728	6,760	7,647	136,289	158,956	22,667				
Elections	231,498	42,766	50,357	144,611	43,904	30,200	90,838	27,492	(13,397)	47,482	695,751	840,254	144,503				
District Attorney	1,688,120	514,307	485,433	498,552	501,476	498,391	746,925	505,539	521,097	12,680	5,972,520	6,894,201	921,681				
District Clerk	497,368	148,207	147,639	144,795	157,875	152,235	225,544	153,046	153,648	9,060	1,789,417	1,956,148	166,731				
Criminal Dist. Court	319,600	113,417	103,324	121,776	100,963	112,494	146,155	134,786	108,630	1,368	1,262,513	1,530,482	267,969				
58th Dist. Court	73,697	21,581	21,397	21,253	21,420	21,572	31,838	21,804	22,356	143	257,061	305,645	48,584				
60th Dist. Court	77,767	22,878	22,859	22,854	23,210	23,069	33,879	23,491	24,055	330	274,392	302,717	28,325				
136th Dist. Court	81,242	23,128	22,554	21,499	16,488	21,966	34,405	23,050	23,640	650	268,622	308,347	39,725				
172nd Dist. Court	74,651	21,721	21,650	20,164	20,897	20,912	32,131	21,448	22,455	109	256,138	306,186	50,048				
252nd Dist. Court	233,119	82,916	79,648	76,010	103,775	102,229	97,709	100,595	108,467	2,182	986,650	1,160,612	173,962				
279th Dist. Court	95,757	27,904	38,347	32,993	45,459	28,732	38,660	29,662	31,907	98	369,519	406,909	37,390				
317th Dist. Court	192,039	44,221	56,206	60,879	56,828	67,847	70,880	64,887	60,915	1,797	676,499	808,245	131,746				
J.P. Pct. 1 Pl 1	94,388	28,328	27,721	28,230	29,112	28,486	42,452	28,396	29,384	-	336,497	382,394	45,897				
J.P. Pct. 1 Pl 2	93,684	25,121	24,763	24,639	26,896	26,217	38,717	26,634	27,439	1,353	315,463	381,038	65,575				
J.P. Pct. 2	75,897	23,418	22,376	23,339	21,363	21,348	30,789	23,331	22,187	403	264,451	354,110	89,659				
J.P. Pct. 4	91,079	27,367	27,796	27,201	27,813	27,192	41,302	27,703	27,350	608	325,411	375,490	50,079				
J.P. Pct. 6	93,172	27,068	27,457	27,220	27,275	32,511	41,191	27,392	29,667	-	332,953	389,111	56,158				
J.P. Pct. 7	89,627	25,925	25,834	25,411	25,007	25,519	42,490	27,802	28,203	296	316,114	379,034	62,920				
J.P. Pct. 8	88,785	25,907	25,694	27,205	26,460	26,124	37,529	25,732	25,681	43	309,160	372,025	62,865				
Cnty. Court at Law 1	123,338	36,583	36,612	36,457	37,125	37,270	54,600	36,561	38,360	299	437,205	486,260	49,055				
Cnty. Court at Law 2	150,764	43,711	43,004	44,980	39,860	43,672	62,240	44,195	47,022	-	519,448	631,471	112,023				
Cnty. Court at Law 3	183,404	54,479	54,771	53,318	54,319	54,585	80,769	55,627	55,384	1,089	647,745	736,035	88,290				
Court Master	137,834	47,020	37,026	29,098	29,012	28,948	43,658	33,323	32,087	683	418,689	643,372	224,683				

	October 2017												Cumulative	Annual	Unencumbered	
	December	January	February	March	April	May	June	July	August	Encumbrances	Total	Budget				
Dispute Resolution	\$ 55,654	\$ 20,161	\$ 15,489	\$ 16,823	\$ 15,615	\$ 16,446	\$ 24,429	\$ 15,713	\$ 16,608	\$ 6,611	\$ 203,549	\$ 266,260	\$ 62,711			
Alternative School	107,722	31,490	31,490	31,980	31,490	31,498	46,119	31,498	31,502	715	375,504	413,246	37,742			
Comm. Supervision	995	435	435	6,280	6,358	358	358	358	280	1,697	17,554	19,082	1,528			
Sheriff's Dept.	3,515,913	1,029,840	994,051	988,554	997,554	959,581	1,409,126	1,005,199	961,412	198,427	12,059,657	13,887,696	1,828,039			
Crime Lab	293,571	82,078	91,954	99,171	94,401	94,614	162,064	107,891	103,171	21,611	1,150,526	1,434,162	283,636			
Jail	6,391,809	2,589,434	1,745,557	2,257,506	2,002,776	2,048,047	2,695,980	2,166,415	1,964,995	540,842	24,403,361	28,470,933	4,067,572			
Juvenile Probation	326,561	100,220	99,410	95,098	99,108	101,917	155,970	102,184	102,638	4,519	1,187,625	1,651,152	463,527			
Juvenile Detention	467,989	145,578	143,526	151,742	146,198	139,061	193,749	142,514	144,445	46,002	1,720,804	2,169,233	448,429			
Constable Pct. 1	191,028	53,566	53,680	63,092	58,105	56,444	80,724	55,429	56,410	1,676	670,154	779,226	109,072			
Constable Pct. 2	115,680	33,607	33,789	33,874	34,281	34,286	50,088	34,905	35,956	58,254	464,720	526,423	61,703			
Constable Pct. 4	116,425	31,794	31,918	31,998	35,070	64,373	48,255	33,567	32,465	-	425,865	497,948	72,083			
Constable Pct. 6	142,472	39,574	38,829	39,264	39,989	41,392	57,704	40,817	42,278	3,182	485,501	602,602	117,101			
Constable Pct. 7	109,980	32,947	33,060	33,980	33,415	34,991	48,834	32,410	35,171	529	395,317	448,389	53,072			
Constable Pct. 8	115,592	33,943	33,868	33,854	34,344	33,971	50,382	34,921	35,594	29,348	435,817	491,637	55,820			
County Morgue	118,531	66,718	98,900	38,450	73,170	64,204	58,770	73,753	83,475	132	676,103	785,000	108,897			
Agriculture Ext.	83,711	23,386	22,362	23,740	23,873	25,979	36,603	24,605	24,472	556	289,287	424,338	135,051			
Public Health # 1	304,659	85,920	87,917	84,988	95,154	94,540	131,718	97,138	97,792	4,777	1,084,603	1,290,638	206,035			
Public Health # 2	296,468	82,680	85,260	86,698	95,571	94,100	119,991	90,998	96,762	5,901	1,054,429	1,282,065	227,636			
Nurse Practitioner	78,169	25,953	24,546	21,537	24,540	22,404	31,879	26,115	22,996	11,234	289,373	316,395	27,022			
Child Welfare	32,593	1,898	3,756	1,288	20,913	5,343	9,534	7,529	13,065	-	95,919	120,000	24,081			
Env. Control	96,650	48,194	29,205	28,890	30,387	29,259	43,266	29,553	29,813	774	365,991	422,187	56,196			
Ind. Medical Svcs.	224,935	1,887,837	81,176	98,239	64,926	125,195	96,092	119,753	103,658	113,533	2,915,344	4,907,433	1,992,089			
Emergency Mgmt	59,913	17,459	17,456	17,599	17,450	17,599	26,130	17,097	14,013	-	204,716	243,887	39,171			
Beaumont Maintenance	432,752	214,979	202,439	232,556	331,476	255,414	158,666	300,190	171,390	142,963	2,442,825	2,965,471	522,646			
Port Arthur Maint.	166,151	49,430	46,784	48,548	56,422	48,368	71,116	58,938	54,282	23,184	623,223	742,916	119,693			
Mld-County Maint.	40,055	15,153	16,102	13,741	15,613	13,297	15,739	11,657	12,318	13,511	167,186	224,218	57,032			
Service Center	218,620	79,230	90,993	77,784	88,512	103,032	89,070	94,819	83,401	133,716	1,059,177	1,139,877	80,700			
Veteran Service	78,647	23,353	23,552	23,066	24,080	23,304	34,328	23,944	23,619	-	277,893	306,653	28,760			
Mosquito Control	415,901	82,120	299,774	86,304	104,440	114,569	162,469	188,380	209,261	111,945	1,775,163	2,260,280	485,117			
Tobacco Settlement	100,000	-	-	-	-	-	-	-	-	-	100,000	100,000	-			
Debt Service Funds	500	636,094	-	-	-	-	500	4,272,129	-	-	4,909,223	4,909,258	35			
Contingency	-	-	-	-	-	-	-	-	-	-	-	25,671	25,671			
Total	\$ 27,308,131	\$ 11,550,487	\$ 8,722,490	\$ 8,452,785	\$ 8,514,322	\$ 8,163,060	\$ 11,081,892	\$ 12,918,444	\$ 8,095,943	\$ 2,220,791	\$ 107,028,345	\$ 127,366,337	\$ 20,337,992			

Jefferson County, Texas
 Statement of Bonded Indebtedness
 For The Month Ending August 31, 2018

Issue	Beginning Amount Outstanding	2017-2018 Requirements			Total	2017-2018 Payments			Ending Amount Outstanding
		Principal	Interest	Fees		Principal	Interest	Fees	
2012 Refunding Bonds	\$ 31,105,000	\$ 3,365,000	\$ 1,258,950	\$ 2,500	\$ 4,626,450	\$ 3,365,000	\$ 1,258,950	\$ 2,465	\$ 4,626,415
2013 Refunding Bonds	275,000	275,000	5,308	2,500	282,808	275,000	5,308	2,500	282,808
	<u>\$ 31,380,000</u>	<u>\$ 3,640,000</u>	<u>\$ 1,264,258</u>	<u>\$ 5,000</u>	<u>\$ 4,909,258</u>	<u>\$ 3,640,000</u>	<u>\$ 1,264,258</u>	<u>\$ 4,965</u>	<u>\$ 4,909,223</u>
									\$ 27,740,000

Jefferson County, Texas
 Statement of Transfers In and Out
 For The Month Ending August 31, 2018

	Fund	Transfers In	Transfers Out
120	General Fund	-	1,811,779 (a)
120	General Fund	-	327,749 (b)
231	Women's Center	10,657 (a)	-
233	Mentally Impaired Offenders	893 (a)	-
237	Community corrections Program	-	32,995 (a)
239	Drug Diversion Program	21,445 (a)	-
241	Sheriff Department Grants	5,414 (b)	-
245	Crime Victim's Clearing	179,743 (b)	-
248	Crime Victim's Clearing	757 (b)	-
257	Auto Theft Grant	24,061 (b)	-
265	Check Water & Sewer Phase 5	12,300 (b)	-
282	VAWA Fund	49,627 (b)	-
311			363,282 (c)
314	Coastal Restoration Project	363,282 (c)	-
550	SETEC Fund	1,802,338 (a)	-
741	Sheriff Forfeiture Fund	-	5,859 (b)
865	Marine Division	-	68,316 (b)
880	2015 Port Security Grant	44,762 (b)	-
881	2016 Port Security Grant	65,288 (b)	-
882	2017 Port Security Grant	29,413 (b)	-
		<hr/> <u>\$2,609,980</u>	<hr/> <u>\$2,609,980</u>

(a) Budgeted Transfer

(b) Grant Match

(c) New Program

Fran Lee

From: Joe Zurita <jzurita@co.jefferson.tx.us>
Sent: Thursday, September 13, 2018 2:50 PM
To: Fran Lee
Subject: Budget Amendment
Attachments: MX-M465N_20180913_130813.pdf

Fran I will be needing a budget amendment for the amount of 9,250.00 form Contingency to go into account 120-8095-417-60-14 for A/C unit replacement.

Attached is the proposal from ICM. Thank you

*Jose L. Zurita Jr.
Director of Service Center
7789 Viterbo Rd.
Nederland, Tx 77627
409-719-5937*



**Industrial and Commercial
Mechanical**

TACLA23943C
4445 Westpark Drive
Beaumont, TX 77705
Phone (409) 842-3737
Fax (409) 842-3738

September 13, 2018

Jefferson County Fleet Center
7789 Viterbo Rd
Nederland, TX 77627

Reference: 4 ton split system replacement

Quote Number: 2018-502CR

ICM is pleased to submit a quote for the following:

- Disconnect and dispose of existing 4 ton system
- Provide and install Carrier model 24ACC448 (4 ton) condensing unit
- Provide and install Carrier model FB4CNF048 (4 ton) air handler
- Make necessary electrical modifications for new equipment to be included in the stand-by generator circuit
- Start new system and check for proper operation

The proposed price is: ***\$ 9,250 (Nine Thousand Two Hundred Fifty Dollars)***

Industrial and Commercial Mechanical is an awarded vendor for Region V ESC
"HVAC Capital Equipment, Supplies, and/or Services #20140501. The below
pricing is per the awarded rates.

**Prices are firm for thirty (30) days. Taxes are excluded and will be
billed extra. Work to be performed on straight time basis and will begin
upon receipt of a mutually agreed Purchase Order referencing the
subject proposal.**

Thank you for your request for this proposal. We would appreciate the opportunity to
provide these services.

Regards,

Corey Rigby
Service Sales Representative
409-937-0331
crigby@ic-mechanical.com
Industrial & Commercial Mechanical

Proposal Accepted By: _____
Date: _____

TAC1A 23943C – Regulated by the Texas Department of Licensing and Regulation
PO Box 12157
Austin, TX 78711
1-800-803-9202, 512-463-6599

NAME

AMOUNT

CHECK NO.

TOTAL

JURY FUND

TRI-CITY COFFEE SERVICE	886.65	450964
DAWN DONUTS	45.50	451090
JAN GIROUARD & ASSOCIATES LLC	401.00	451094
		1,333.15**

ROAD & BRIDGE PCT.#1

ENTERGY	91.31	450925
M&D SUPPLY	82.91	450934
MCLEOD MACHINE WORKS, INC.	150.00	450937
MUNRO'S	30.65	450938
ROSS RIDGE SAND COMPANY LP	294.00	451025
B-GREENER INDUSTRIAL CLEANERS LLC	2,496.67	451041
ADVANCE AUTO PARTS	240.34	451059
GULF COAST	944.30	451100
		4,330.18**

ROAD & BRIDGE PCT.#2

CERTIFIED LABORATORIES	256.45	450909
MUNRO'S	20.00	450938
PHILPOTT MOTORS, INC.	28.68	450944
RITTER @ HOME	14.50	450950
SMART'S TRUCK & TRAILER, INC.	174.00	450955
WALMART COMMUNITY BRC	498.00	450983
BUMPER TO BUMPER	388.64	451009
CENTERPOINT ENERGY RESOURCES CORP	43.63	451011
ATSCO	242.00	451029
NEW WAVE WELDING TECHNOLOGY	6.82	451031
B-GREENER INDUSTRIAL CLEANERS LLC	3,844.17	451041
PRO CHEM INC	363.62	451054
GCR TIRES & SERVICE	473.12	451078
		6,353.63**

ROAD & BRIDGE PCT. # 3

HILO / O'REILLY AUTO PARTS	230.81	450891
CITY OF PORT ARTHUR - WATER DEPT.	41.30	450911
ENTERGY	27.36	450925
MUNRO'S	38.40	450938
WEAVER, FALGOUT, & CARRUTH, INC.	21.54	450968
SOLAR	334.14	450989
WESTEND HARDWARD CO	96.91	450992
ELKINS TRACTOR & HAULING SERVICE	575.00	450997
MARTIN PRODUCT SALES LLC	216.00	451018
PARKER LUMBER	305.04	451043
NORTHERN TOOL AND EQUIPMENT	797.17	451049
ACTION OVERHEAD DOOR	739.50	451058
MEMBER'S BUILDING MAINTENANCE LLC	74.00	451065
		3,497.17**

ROAD & BRIDGE PCT.#4

SPIDLE & SPIDLE	6,084.07	450895
RB EVERETT & COMPANY, INC.	4,615.00	450916
M&D SUPPLY	1.77	450934
MUNRO'S	199.56	450938
PHILPOTT MOTORS, INC.	290.42	450944
SMART'S TRUCK & TRAILER, INC.	29.40	450955
AT&T	78.70	450957
UNITED STATES POSTAL SERVICE	.82	450985
EVERETT D ALFRED	364.50	451003
NATALIE ROBERTS	12.99	451028
SAM'S CLUB DIRECT	697.56	451055
CINTAS CORPORATION	173.49	451096
		12,548.28**

ENGINEERING FUND

UNITED STATES POSTAL SERVICE	.41	450985	.41**
PARKS & RECREATION			
BETCO SCAFFOLD CO., INC.	69.28	450904	
ENTERGY	50.26	450925	
WALMART COMMUNITY BRC	121.30	450983	

NAME

AMOUNT

CHECK NO.

TOTAL

ELKINS TRACTOR & HAULING SERVICE	520.00	450997	760.84**
GENERAL FUND			
JEFFERSON CTY. CLERK	5,483.71	450892	5,483.71*
TAX OFFICE			
UNITED STATES POSTAL SERVICE	386.28	450985	386.28*
COUNTY HUMAN RESOURCES			
UNITED STATES POSTAL SERVICE	1.29	450985	1.29*
AUDITOR'S OFFICE			
UNITED STATES POSTAL SERVICE	11.07	450985	11.07*
COUNTY CLERK			
UNITED STATES POSTAL SERVICE	240.72	450985	
RICOH USA INC	327.71	451057	
COUNTY JUDGE			568.43*
UNITED STATES POSTAL SERVICE	3.52	450985	
KIMBERLY PHELAN, P.C.	500.00	451015	
HUBERT OXFORD IV	500.00	451030	
JAN GIROUARD & ASSOCIATES LLC	200.00	451094	
RISK MANAGEMENT			1,203.52*
OFFICE DEPOT	551.97	450941	
UNITED STATES POSTAL SERVICE	1.69	450985	
COUNTY TREASURER			553.66*
UNITED STATES POSTAL SERVICE	146.42	450985	146.42*
PRINTING DEPARTMENT			
OLMSTED-KIRK PAPER	60.55	450942	60.55*
PURCHASING DEPARTMENT			
UNITED STATES POSTAL SERVICE	17.33	450985	17.33*
GENERAL SERVICES			
CASH ADVANCE ACCOUNT	25.00	450930	
ADVANCED STAFFING	78.00	450972	
TOWER COMMUNICATIONS, INC.	2,435.00	450982	
MCGRIFF, SEIBELS & WILLIAMS OF TX	873.00	451002	
PEST MANAGEMENT, INC	4,146.00	451111	
WHITLEY PENN LLP	30,000.00	451112	
DATA PROCESSING			37,557.00*
DLT SOLUTIONS LLC	1,275.56	450899	
DELL MARKETING L.P.	85.35	450914	
OFFICE DEPOT	187.82	450941	
CDW COMPUTER CENTERS, INC.	1,434.03	450975	
TODD L. FREDERICK	416.92	450987	
SPS VAR LLC	4,800.00	451000	
CRYSTAL THIERRY	453.99	451022	
HELPSYSTEMS LLC	1,288.53	451106	
VOTERS REGISTRATION DEPT			9,942.20*
UNITED STATES POSTAL SERVICE	146.00	450985	
ELECTIONS DEPARTMENT			146.00*

NAME	AMOUNT	CHECK NO.	TOTAL
THE EXAMINER UNITED STATES POSTAL SERVICE AT&T MOBILITY	55.00 481.44 30.45	450918 450985 451089	566.89*
DISTRICT ATTORNEY			
CAMEO / SABINE NECHES TRAVEL UNITED STATES POSTAL SERVICE SHI GOVERNMENT SOLUTIONS, INC. MCM ELEGANTE HOTEL THOMSON REUTERS-WEST	3,298.60 202.41 959.40 1,531.62 493.00	450908 450985 450988 451013 451062	6,485.03*
DISTRICT CLERK			
TRI-CITY COFFEE SERVICE UNITED STATES POSTAL SERVICE ENGINEERING INNOVATION	323.40 288.85 284.00	450964 450985 451098	896.25*
CRIMINAL DISTRICT COURT			
CRYSTY SMITH TRAVIS COUNTY CLERK EDWARD B. GRIPON, M.D., P.A. OFFICE DEPOT RENE MULHOLLAND UNITED STATES POSTAL SERVICE KIMBERLY R. BROUSSARD BRITTANIE HOLMES	649.90 429.00 2,380.00 106.78 6,237.10 2.72 14,535.45 900.00	450906 450913 450923 450941 450966 450985 451034 451056	25,240.95*
58TH DISTRICT COURT			
OFFICE DEPOT SOUTHEAST TEXAS WATER	112.49 29.95	450941 450956	142.44*
60TH DISTRICT COURT			
CASH ADVANCE ACCOUNT OFFICE DEPOT UNITED STATES POSTAL SERVICE	718.44 65.21 5.71	450930 450941 450985	789.36*
252ND DISTRICT COURT			
UNITED STATES POSTAL SERVICE SUMMER TANNER MATUSKA LAW FIRM	44.94 927.57 32,849.71	450985 451021 451073	33,822.22*
279TH DISTRICT COURT			
GAYLYN COOPER DAVID GROVE PHILLIP DOWDEN CASH ADVANCE ACCOUNT WENDELL RADFORD CHARLES ROJAS LANGSTON ADAMS KIMBERLY PHELAN, P.C. TONYA CONNELL TOUPS RONALD PLESSALA ALICIA K HALL WILLIAM FORD DISHMAN BRYAN E MCEACHERN PC	700.00 600.00 1,100.00 949.48 1,050.00 425.00 1,050.00 1,300.00 1,250.00 1,050.00 500.00 400.00 872.28	450894 450896 450900 450930 450948 450978 450999 451015 451026 451033 451053 451066 451068	11,246.76*
317TH DISTRICT COURT			
DAVID GROVE PHILLIP DOWDEN ANITA F. PROVO NATHAN REYNOLDS, JR. CHARLES ROJAS UNITED STATES POSTAL SERVICE GLEN M. CROCKER JOEL WEBB VAZQUEZ KIMBERLY PHELAN, P.C.	1,250.00 150.00 1,325.00 225.00 1,100.00 .47 525.00 925.00 300.00	450896 450900 450947 450949 450978 450985 450990 451008 451015	

NAME	AMOUNT	CHECK NO.	TOTAL
TONYA CONNELL TOUPS	325.00	451026	
RONALD PLESSALA	325.00	451033	
ALLEN PARKER	75.00	451039	
WILLIAM FORD DISHMAN	75.00	451066	
MATUSKA LAW FIRM	150.00	451073	
TARA SHELANDER	150.00	451075	
MELANIE AIREY	375.00	451082	
GORDON D FRIESZ	150.00	451087	
THE MAYO LAW FIRM PLLC	500.00	451102	
THE DAWS LAW FIRM PLLC	150.00	451103	
JUSTICE COURT-PCT 1 PL 1			8,075.47*
KIRKSEY'S SPRINT PRINTING	113.61	450932	
UNITED STATES POSTAL SERVICE	26.16	450985	
JUSTICE COURT-PCT 1 PL 2			139.77*
UNITED STATES POSTAL SERVICE	681.50	450985	
JUSTICE COURT-PCT 4			681.50*
POSTMASTER	232.00	450945	
AT&T	78.70	450957	
JUSTICE COURT-PCT 6			310.70*
UNITED STATES POSTAL SERVICE	39.33	450985	
SIERRA SPRING WATER CO. - BT	46.09	450986	
JUSTICE COURT-PCT 7			85.42*
OFFICE DEPOT	295.85	450941	
COUNTY COURT AT LAW NO.1			295.85*
CASH ADVANCE ACCOUNT	1,022.96	450930	
UNITED STATES POSTAL SERVICE	.41	450985	
COUNTY COURT AT LAW NO. 2			1,023.37*
UNITED STATES POSTAL SERVICE	5.30	450985	
LAURIE PEROZZO	250.00	451037	
JARED GILTHORPE	1,000.00	451076	
SAMUEL & SON LAW FIRM PLLC	250.00	451080	
THOMAS WILLIAM KELLEY	250.00	451097	
THOMAS JAMES LANDRY	250.00	451108	
COUNTY COURT AT LAW NO. 3			2,005.30*
MARVA PROVO	500.00	450946	
KEVIN S. LAINE	250.00	450973	
UNITED STATES POSTAL SERVICE	7.00	450985	
LANGSTON ADAMS	350.00	450999	
JOEL WEBB VAZQUEZ	250.00	451008	
BRITTANIE HOLMES	400.00	451056	
SAMUEL & SON LAW FIRM PLLC	250.00	451080	
THOMAS JAMES LANDRY	350.00	451108	
COURT MASTER			2,357.00*
UNITED STATES POSTAL SERVICE	10.41	450985	
MEDIATION CENTER			10.41*
UNITED STATES POSTAL SERVICE	8.98	450985	
COMMUNITY SUPERVISION			8.98*
OFFICE DEPOT	1,696.93	450941	
SHERIFF'S DEPARTMENT			1,696.93*

NAME	AMOUNT	CHECK NO.	TOTAL
FED EX	31.55	450919	
JEFFERSON CTY. SHERIFF'S DEPARTMENT	200.00	450928	
KAY ELECTRONICS, INC.	12.50	450931	
KIRKSEY'S SPRINT PRINTING	24.95	450932	
OFFICE DEPOT	1,280.78	450941	
HENRY SCHEIN, INC.	1,414.80	450952	
UNITED PARCEL SERVICE	14.80	450965	
UNITED STATES POSTAL SERVICE	1,632.21	450985	
CHILD ABUSE & FORENSIC SERVICES	795.00	450994	
FIVE STAR FEED	998.20	451005	
COPQUEST INC	211.50	451014	
INDEPENDENT STATIONERS	172.01	451046	
COBAN TECHNOLOGIES INC	710.00	451047	
BEST BUY BUSINESS ADVANTAGE ACCOUNT	4,391.45	451070	
GALLS LLC	405.19	451084	
3L PRINTING COMPANY	25.00	451093	
TND WORKWEAR CO LLC	28.00	451101	
FANNETT VETERINARY CLINIC	152.62	451110	
CRIME LABORATORY			12,500.56*
FISHER SCIENTIFIC	2,302.09	450920	
OFFICE DEPOT	943.72	450941	
SANITARY SUPPLY, INC.	27.93	450951	
CAYMAN CHEMICAL COMPANY	199.00	451040	
RDB SERVICES	500.00	451052	
JULIE HANNON	600.00	451063	
LABSOURCE	212.22	451092	
JAIL - NO. 2			4,784.96*
CITY OF BEAUMONT - WATER DEPT.	13,694.13	450910	
COASTAL WELDING SUPPLY	49.60	450912	
JACK BROOKS REGIONAL AIRPORT	1,927.24	450929	
AT&T	1,367.40	450957	
WHOLESALE ELECTRIC SUPPLY CO.	6,714.38	450969	
TEXAS GAS SERVICE	283.41	451004	
INTERCONTINENTAL JET CORP	10,107.32	451010	
WORLD FUEL SERVICES	906.99	451038	
KROPP HOLDINGS INC	1,010.64	451064	
ENTERPRISE RENT A CAR COMPANY	56.65	451077	
GALLS LLC	74.50	451084	
JUVENILE PROBATION DEPT.			36,192.26*
FED EX	23.82	450919	
EDWARD B. GRIPON, M.D., P.A.	900.00	450923	
OFFICE DEPOT	1,651.35	450941	
CHERYL TARVER	119.90	450971	
UNITED STATES POSTAL SERVICE	97.00	450985	
LYNN BIERHALTER	119.90	451016	
BRIA LYNCH	13.62	451032	
JUVENILE DETENTION HOME			2,925.59*
AMERICAN RED CROSS, INC.	84.00	450901	
CITY OF BEAUMONT - WATER DEPT.	2,539.11	450910	
EPS	198.35	450915	
CENTERPOINT ENERGY RESOURCES CORP	198.27	451011	
A1 FILTER SERVICE COMPANY	183.79	451050	
WASTEWATER TRANSPORT SERVICES LLC	918.00	451074	
CONSTABLE PCT 1			4,121.52*
KIRKSEY'S SPRINT PRINTING	77.00	450932	
UNITED STATES POSTAL SERVICE	36.39	450985	
CONSTABLE-PCT 2			113.39*
CASH ADVANCE ACCOUNT	753.92	450930	
SILSSEE FORD INC	25,366.25	451069	
CONSTABLE-PCT 4			26,120.17*

NAME	AMOUNT	CHECK NO.	
AT&T	39.35	450957	39.35*
CONSTABLE-PCT 6			
KIRKSEY'S SPRINT PRINTING	42.60	450932	
UNITED STATES POSTAL SERVICE	14.01	450985	56.61*
AGRICULTURE EXTENSION SVC			
STARLA B. GARLICK	2,534.69	450893	
DAVID OATES	133.22	451095	2,667.91*
HEALTH AND WELFARE NO. 1			
OFFICE DEPOT	100.81	450941	
PETTY CASH - N C WELFARE	126.70	450943	
UNITED STATES POSTAL SERVICE	54.79	450985	
EQUIFAX WORKFORCE SOLUTIONS	149.45	451099	431.75*
HEALTH AND WELFARE NO. 2			
BROUSSARD'S MORTUARY	1,500.00	450905	
GABRIEL FUNERAL HOME, INC.	1,500.00	450921	
ENTERGY	70.00	450926	
LEVINGSTON FUNERAL HOME	1,500.00	450933	
MCKESSON MEDICAL-SURGICAL INC	1,369.22	450977	
EQUIFAX WORKFORCE SOLUTIONS	149.45	451099	6,088.67*
CHILD WELFARE UNIT			
BEAUMONT OCCUPATIONAL SERVICE, INC.	47.50	450993	
J.C. PENNEY'S	645.63	450995	
SEARS COMMERCIAL CREDIT	400.00	450996	1,093.13*
ENVIRONMENTAL CONTROL			
CASH ADVANCE ACCOUNT	743.86	450930	
AT&T	61.92	450957	805.78*
INDIGENT MEDICAL SERVICES			
KING'S PHARMACY	564.90	450898	
OFFICE DEPOT	1,231.03	450941	
LOCAL GOVERNMENT SOLUTIONS LP	3,773.00	451027	
KING'S PHARMACY BEAUMONT	155.65	451051	5,724.58*
MAINTENANCE-BEAUMONT			
W.W. GRAINGER, INC.	532.99	450922	
M&D SUPPLY	337.25	450934	
SANITARY SUPPLY, INC.	1,339.71	450951	
ACE IMAGEWEAR	199.03	450954	
AT&T	69.52	450957	
TIME WARNER COMMUNICATIONS	72.79	450962	
BAKER DISTRIBUTING COMPANY	88.23	451006	
PCM-G	220.00	451035	
ZENO IMAGING	711.84	451042	
NORTHERN TOOL AND EQUIPMENT	624.97	451049	
FRED MILLER'S OUTDOOR EQUIPMENT LLC	475.88	451083	
CINTAS CORPORATION	87.93	451096	
ADVANTAGE INTEREST INC	695.00	451105	5,455.14*
MAINTENANCE-PORT ARTHUR			
TIME WARNER COMMUNICATIONS	76.78	450960	
WALMART COMMUNITY BRC	409.51	450983	486.29*
MAINTENANCE-MID COUNTY			
ACE IMAGEWEAR	41.31	450954	
CENTERPOINT ENERGY RESOURCES CORP	81.34	451011	122.65*
SERVICE CENTER			

NAME	AMOUNT	CHECK NO.	TOTAL
SPIDLE & SPIDLE	9,895.16	450895	
INTERSTATE BATTERIES OF BEAUMONT/PA	124.95	450927	
MUNRO'S	45.90	450938	
JEFFERSON CTY. TAX OFFICE	37.50	450980	
BUMPER TO BUMPER	96.99	451009	
MIGHTY OF SOUTHEAST TEXAS	36.18	451048	
ADVANCE AUTO PARTS	265.28	451059	
VETERANS SERVICE			10,501.96*
UNITED STATES POSTAL SERVICE	300.68	450985	
HILARY GUEST	300.51	451001	
MOSQUITO CONTROL FUND			301.19*
MUNRO'S	41.45	450938	
PHILPOTT MOTORS, INC.	71.92	450944	
SANITARY SUPPLY, INC.	16.97	450951	
FIRST CALL	55.96	450998	
CENTERPOINT ENERGY RESOURCES CORP	34.79	451011	
FEMA EMERGENCY			221.09**
THE LABICHE ARCHITECTURAL GROUP	1,048.50	450902	
RB EVERETT & COMPANY, INC.	3,900.00	450917	
VULCAN MATERIALS CO.	11,889.18	450967	
MARTIN PRODUCT SALES LLC	7,135.50	451019	
SOUTEX SURVEYORS INC	13,000.00	451045	
MARTIN MARIETTA MATERIALS	3,175.60	451086	
J.C. FAMILY TREATMENT			40,148.78**
BEAUMONT OCCUPATIONAL SERVICE, INC.	214.75	450993	
PATRICIA VELASCO	1,400.00	451091	
LAW LIBRARY FUND			1,614.75**
TEXAS LAWYER	503.88	450963	
THOMSON REUTERS-WEST	395.07	451061	
JUVENILE PROB & DET. FUND			898.95**
JESSE BRANICK	300.00	450897	
GRAYSON COUNTY DEPT OF JUVENILE	10,890.30	451081	
TRUECORE BEHAVIORAL SOLUTIONS LLC	5,031.30	451109	
GRANT A STATE AID			16,221.60**
GULF COAST TRADES CENTER	3,090.90	450924	
HAYS COUNTY	3,410.00	450970	
BI INCORPORATED	518.80	450979	
GRAYSON COUNTY DEPT OF JUVENILE	5,154.84	451081	
TRUECORE BEHAVIORAL SOLUTIONS LLC	3,895.20	451109	
COMMUNITY SUPERVISION FND			16,069.74**
TDCJ - CASHIERS OFFICE	75.00	450907	
OFFICE DEPOT	772.24	450941	
TIME WARNER COMMUNICATIONS	166.19	450961	
UNITED STATES POSTAL SERVICE	128.83	450985	
REDWOOD TOXICOLOGY LABORATORY	111.50	451023	
KALEIGH ABSHIRE	57.23	451085	
JEFF. CO. WOMEN'S CENTER			1,310.99**
KIM MCKINNEY, LPC, LMFT	300.00	450936	
OFFICE DEPOT	370.04	450941	
AT&T	138.50	450957	
SYSKO FOOD SERVICES, INC.	1,275.48	450958	
BEN E KEITH FOODS	1,376.85	451007	
SAM'S CLUB DIRECT	207.86	451055	
MATERA PAPER COMPANY INC	767.12	451060	
DWI PRETRIAL DIVERSION			4,435.85**

NAME

AMOUNT

CHECK NO.

TOTAL

OFFICE DEPOT	774.32	450941	774.32**
VETERAN'S PRE-TRIAL PROG.			
OFFICE DEPOT	993.54	450941	993.54**
DRUG DIVERSION PROGRAM			
MARKET BASKET	56.15	450935	
OFFICE DEPOT	1,687.23	450941	
TISH JONES	110.09	451072	
LAW OFFICER TRAINING GRT			1,853.47**
OFFICE DEPOT	109.99	450941	
GALLS LLC	37.70	451084	
DRUG INTERVENTION COURT			147.69**
LAND MANOR, INC.	3,996.00	450976	3,996.00**
COUNTY RECORDS MANAGEMENT			
CDW COMPUTER CENTERS, INC.	14,764.50	450975	14,764.50**
DEPUTY SHERIFF EDUCATION			
MARK ELLIS	124.95	451020	124.95**
HOTEL OCCUPANCY TAX FUND			
TIME WARNER COMMUNICATIONS	110.53	450959	
TRI-CITY COFFEE SERVICE	174.65	450964	
LA RUE ROUGEAU	109.00	451024	
MATERA PAPER COMPANY INC	155.88	451060	
CAPITAL PROJECTS FUND			238.30**
TIM RICHARDSON	10,500.00	451067	10,500.00**
AIRPORT FUND			
UNITED STATES POSTAL SERVICE	2.45	450985	
CENTERPOINT ENERGY RESOURCES CORP	107.88	451011	
DEEP SOUTH COMPANIES TEXAS	2,000.00	451017	
UNIFIRST HOLDINGS INC	160.63	451036	
SOUTHEAST TEXAS PARTS AND EQUIPMENT	90.73	451071	
EASTERN AVIATION FUELS INC	20,312.53	451079	
AIRPORT IMPROVE. GRANTS			22,674.22**
GULF COAST	30,840.99	451100	30,840.99**
SE TX EMP. BENEFIT POOL			
EXPRESS SCRIPTS INC	69,901.12	451107	69,901.12**
LIABILITY CLAIMS ACCOUNT			
PROGRESSIVE COUNTY MUTUAL INS CO	3,308.98	451044	
CALVERT EAVES CLARKE & STELLY LLP	2,973.02	451088	
WORKER'S COMPENSATION FD			6,282.00**
TRISTRAR RISK MANAGEMENT	6,017.96	451012	6,017.96**
SHERIFF'S FORFEITURE FUND			
WALMART COMMUNITY BRC	148.70	450983	
PAYROLL FUND			148.70**
JEFFERSON CTY. - FLEXIBLE SPENDING	13,658.00	450866	

NAME

AMOUNT

CHECK NO.

TOTAL

CLEAT	324.00	450867
JEFFERSON CTY. TREASURER	13,613.07	450868
RON STADTMUELLER - CHAPTER 13	157.50	450869
INTERNAL REVENUE SERVICE	358.00	450870
JEFFERSON CTY. ASSN. OF D.S. & C.O.	4,240.00	450871
JEFFERSON CTY. COMMUNITY SUP.	10,165.17	450872
JEFFERSON CTY. TREASURER - HEALTH	507,039.73	450873
JEFFERSON CTY. TREASURER - GENERAL	10.00	450874
JEFFERSON CTY. TREASURER - PAYROLL	1,692,036.71	450875
JEFFERSON CTY. TREASURER - PAYROLL	595,725.77	450876
MONY LIFE INSURANCE OF AMERICA	109.01	450877
POLICE & FIRE FIGHTERS' ASSOCIATION	2,260.39	450878
TGSLC	154.70	450879
US DEPARTMENT OF EDUCATION	482.49	450880
JEFFERSON CTY. TREASURER - TCDRS	640,071.12	450881
OPPENHEIMER FUNDS DISTRIBUTOR, INC	1,534.99	450882
JEFFERSON COUNTY TREASURER	2,743.20	450883
JEFFERSON COUNTY - TREASURER -	6,664.99	450884
NECHES FEDERAL CREDIT UNION	44,397.98	450885
JEFFERSON COUNTY - NATIONWIDE	51,548.86	450886
WILLIAM E HEITKAMP	770.25	450887
JOHN TALTON	2,266.15	450888
IL DEPT OF HEALTCARD AND FAMILY SER	49.85	450889
BELINDA M ZURITA	230.77	450890
		3,590,612.70**

MARINE DIVISION

AUDILET TRACTOR SALES	42.05	450903
JACK BROOKS REGIONAL AIRPORT	302.30	450929
SETZER HARDWARE, INC.	2,027.27	450953
MOTOROLA SOLUTIÓNS INC	324.00	450974
VERIZON WIRELESS	873.77	450981
TANKNOLOGY	2,003.75	451104
		5,573.14**
ASAP - CONSTABLE		
US POSTAL SERVICE	208.00	450991
		208.00**
		4,147,888.53***



AN ORDER REGARDING ALCOHOLIC BEVERAGES

WHEREAS. The Commissioners Court of Jefferson County did, on November 30, 1970, pass an Order regarding consumption of alcoholic beverages in the unincorporated areas of the Jefferson County, pursuant to Chapter 466 Texas Liquor Control Act; an

WHEREAS, this Order restricted the sale and consumption of alcoholic beverages in public places by a holder of a Retail Dealers On-Premises Late Hours License to only beer; and

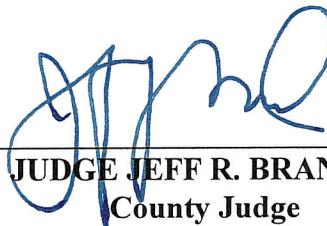
WHEREAS, the Texas Liquor Control Act has been amended to allow that those have a Mixed Beverage Permit may sell and offer beer, wine and mixed alcoholic beverages on premises between the hours of 7:00 a.m. and 2:00 a.m., except that on Sunday alcoholic beverages may be provided between 10:00 a.m. and noon during the service of food to the customer; and

WHEREAS, the Commissioners Court desires that persons who qualify for alcoholic beverage permits in Jefferson County have the benefit of same.

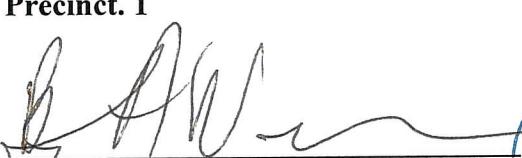
IT IS THEREFORE ORDERED that any person licensed or permitted by the Texas Alcohol Beverage Commission for on premises consumption of alcoholic beverages may offer beer, wine and mixed beverages for sale or consumption on premises:

1. On Monday through Saturday between the hours of 7:00 a.m. and 2:00 a.m. the following morning.
2. On Sundays during the same hours but that between 10:00 a.m. and noon, the beverages may only be served during the service of food to the customer.

SIGNED this 24th day of SEPTEMBER 2018.


JUDGE JEFF R. BRANICK
 County Judge


EDDIE ARNOLD
 COMMISSIONER EDDIE ARNOLD
 Precinct 1


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


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


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





July 17, 2018

Austin Cecil Walkes, MD
Jefferson County Health Authority
1295 Pearl Street
Beaumont, TX 77701

Dear Dr. Walkes,

Your Local Health Authority's certificate will be expiring on October 26, 2018. The Texas Department of State Health Services (DSHS) provides support for the appointment of Health Authorities in Texas and maintains the database of appointments. Other DSHS responsibilities include coordination of training activities and availability of reference tools to ensure Health Authorities understand the roles and responsibilities of their office to serve their local communities.

Please find enclosed four forms which will need to be completed when the appointment to office is made. Instructions for the proper completion and filing of these documents are included. **Once completed, please send by regular mail the originals of the Certificate of Appointment, Statement of Elected/Appointed Officer, Oath of Office, and Contact Information form, to the address below.**

In accordance with [Texas Health and Safety Code § 121.021](#), a Health Authority is a physician appointed to administer state and local laws relating to public health within the appointing body's jurisdiction. A Health Authority serves for a term of two years and may be appointed to successive terms.

Health authorities can be appointed by the following:

- Commissioners courts
- Governing bodies of municipalities
- Local health department directors who are not physicians
- Public health district directors who are not physicians

Under [Texas Health and Safety Code § 121.024](#), a Health Authority is a state officer when performing duties prescribed by state law. A Health Authority shall perform each duty necessary to implement and enforce a law to protect the public health or prescribed by DSHS. Duties include (1) establishing, maintaining, and enforcing quarantine in the Health Authority's jurisdiction; (2) aiding DSHS in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the Health Authority's jurisdiction; (3) reporting the presence of contagious, infectious, and dangerous epidemic diseases in the Health Authority's jurisdiction as prescribed by DSHS; (4) reporting on any



TEXAS

Health and Human
Services

subject on which it is proper for DSHS to direct that a report be made; and (5) aiding DSHS in the enforcement of proper rules, requirements, and ordinances; sanitation laws; quarantine rules; and vital statistics collections.

Following the Commissioner's Court appointment of a Local Health Authority to your county, please forward completed forms to my office at the address below.

Should you have any questions, please contact my office at (713) 767-3022.

Sincerely,

A handwritten signature in black ink that reads "Greta Etnyre".

Greta Etnyre, MS, RD, REHS/RS

Deputy Regional Director

Texas Department of State Health Services

5425 Polk St. MC 1906

Houston, TX 77023

713-767-3024

Enclosure (4)



APPOINTMENT OF HEALTH AUTHORITY

General Instructions

The Texas Department of State Health Services (DSHS) provides support for the appointment of Health Authorities in Texas and maintains the database of appointments. Other DSHS responsibilities include coordination of training activities and availability of reference tools to ensure Health Authorities understand the roles and responsibilities of their office to serve their local communities.

Definition and Term of Office

In accordance with [Texas Health and Safety Code § 121.021](#), a Health Authority is a physician appointed to administer state and local laws relating to public health within the appointing body's jurisdiction. A Health Authority serves for a term of two years and may be appointed to successive terms.

Health authorities can be appointed by the following:

- Commissioners courts
- Governing bodies of municipalities
- Local health department directors who are not physicians
- Public health district directors who are not physicians

Duties

Under [Texas Health and Safety Code § 121.024](#), a Health Authority is a state officer when performing duties prescribed by state law. A Health Authority shall perform each duty necessary to implement and enforce a law to protect the public health or prescribed by DSHS. Duties include (1) establishing, maintaining, and enforcing quarantine in the Health Authority's jurisdiction; (2) aiding DSHS in relation to local quarantine, inspection, disease prevention and suppression, birth and death statistics, and general sanitation in the Health Authority's jurisdiction; (3) reporting the presence of contagious, infectious, and dangerous epidemic diseases in the Health Authority's jurisdiction as prescribed by DSHS; (4) reporting on any subject on which it is proper for DSHS to direct that a report be made; and (5) aiding DSHS in the enforcement of proper rules, requirements, and ordinances; sanitation laws; quarantine rules; and vital statistics collections.

Required Forms

Each newly appointed Health Authority must file copies of three forms with the Regional Medical Director for the respective DSHS Health Service Region immediately after appointment to office:

1. **Statement of Appointed/Elected Officer:** Constitutional oath that the Health Authority did not give or promise any material, financial, or other reward in return for the appointment.
2. **Oath of Office:** Constitutional oath to execute the duties of the office of Health Authority.
3. **Certificate of Appointment:** Statutory certification from the appointing entity.

Questions

If you have questions regarding the Health Authority appointment process or about completing the forms, please contact your [DSHS Health Service Region office](#) or the DSHS Division for Regional & Local Health Services office in Austin at (512) 776-7770. See links below for contact information:

[Texas Department of State Health Services Health Service Region Offices](#). This site includes the information to locate the Regional Medical Director for the appropriate Health Service Region, including addresses, telephone numbers, FAX numbers, and maps of the DSHS Health Service Region Offices.

[Map of DSHS Health Service Regions](#). This page provides a map showing the regional boundaries.



Certificate of Appointment for a Health Authority

The Health Authority has been appointed and approved by the:

(Check the appropriate designation below)

Commissioners Court for JEFFERSON County

Governing Body for the Municipality of _____

Director, _____ Health Department

Director, _____ Public Health District

I, JEFF L. BRANICK, acting in my capacity as:

(Check the appropriate designation below)

County Judge or Designee

Mayor or Designee

Non-physician and the Local Health Department Director

Non-physician and the Public Health District Director

do hereby certify the physician, AUSTIN CECIL WACKES, MD, who is licensed by the Texas Board of Medical Examiners, was duly appointed as the (check as applicable),

Health Authority
 Health Authority Designee
 for the jurisdiction of JEFFERSON COUNTY, Texas.

Date term of office begins OCTOBER 26, 2018

Date term of office ends OCTOBER 25, 2020, unless removed by law.

I certify to the above information on this the _____ day of _____, 20__.

Signature of Appointing Official

Instructions for Completing and Filing the Oath of Office

EXECUTION OF THE OATH OF OFFICE

Pursuant to [Texas Constitution art. XVI, § 1](#) (b) and (c), the Oath of Office may not be taken until a signed Statement of Elected/Appointed Officer has been completed and filed.

ADMINISTRATION OF THE OATH OF OFFICE

The Oath of Office may be administered by anyone authorized under the provisions of [Texas Government Code § 602.002](#). Commonly used officials include notaries public and judges.

The seal of the person administering the Oath should be visible. If the person is a notary public, [Texas Government Code § 406.013](#) requires that the seal be affixed in a way "that legibly reproduces the required elements of the seal under photographic methods."

COMPLETION OF THE OATH OF OFFICE FORM

After the Oath of Office has been administered by a properly designated official, the newly appointed Health Authority should enter his/her name in the appropriate area of the form, sign the form and enter his/her mailing address and telephone number. The person administering the oath should then enter the date on which the oath was administered, enter his/her signature, printed name and title. The seal of the person administering the oath should be affixed in the designated area of the form.

FILING OF THE OATH OF OFFICE

Once the Oath of Office form has been completed and signed by both the Health Authority and the administering official, a copy should be mailed to the Regional Medical Director for the respective Health Service Region of the Texas Department of State Health Services.

Please direct any questions regarding the Oath of Office form and instructions to your [DSHS Health Service Region office](#) or to the DSHS Division for Regional & Local Health Services office in Austin at (512) 776-7770.



OATH OF OFFICE

For Health Authorities in the State of Texas

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Health Authority of the State of Texas and will to the best of my ability, preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Affiant

Mailing Address _____ **ZIP** _____

(Area Code) Phone Number (day and evening) _____

Email Address _____

SWORN TO and subscribed before me this _____ day of _____, 20____.

Signature of Person Administering Oath _____

(Seal)

Printed Name _____

Title _____

Instructions for Completing and Filing the Statement of Elected/Appointed Officer

NOTE: This form must be completed and signed by the newly appointed Health Authority BEFORE the Oath of Office and Certificate of Appointment forms can be completed and filed.

GENERAL INFORMATION

ALL information must be typed or written legibly.

This document may be sworn to before anyone authorized by [Texas Government Code § 602.002](#) to administer oaths and affidavits. Commonly used officials include notaries public and judges. The seal of the person administering the oath should be visible. If the person is a notary public, [Texas Government Code § 406.013](#) requires that the seal be affixed in a way "that legibly reproduces the required elements of the seal under photographic methods."

COMPLETION OF THE STATEMENT OF ELECTED/APPOINTED OFFICER FORM

Upon making the sworn statement, the newly appointed Health Authority must enter his full name on the appropriate line, and enter the required signature, office to which appointed, and city/county to be served. The official witnessing the oath should complete the date the sworn statement is taken, and then enters his/her signature, printed name and title. The seal of the appointing official should be affixed in the area designated.

FILING OF THE STATEMENT OF ELECTED/APPOINTED OFFICER

Once the Statement of Elected/Appointed Officer has been completed and signed by both the Health Authority and the administering official, a copy should be mailed to the Regional Medical Director for the respective Health Service Region of the Texas Department of State Health Services.

Please direct any questions regarding this Statement of Elected/Appointed Officer form and instructions to your [DSHS Health Service Region office](#) or to the DSHS Division for Regional and Local Health Services office in Austin at (512) 776-7770.



THE STATE OF TEXAS

Statement of Elected/Appointed Officer

(Please type or print legibly)

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

Affiant's Signature

Printed Name

Position to Which Elected/Appointed

City and/or County

SWORN TO and subscribed before me by affiant on this _____ day of _____ 20 ____.

**Signature of Person Authorized to Administer
Oaths/Affidavits**

(Seal)

Printed Name

Title



TEXAS
Health and Human
Services

Texas Department of State Health Services

John Hellerstedt, M.D.
Commissioner

CONFIDENTIAL

Local Health Authority Contact Information

Name: _____ **Date:** _____

County/City: _____

24/7 Cell Phone: (____) _____ - _____

Home Phone: (____) _____ - _____ **Home Fax:** (____) _____ - _____

Work Phone: (____) _____ - _____ **Work Fax:** (____) _____ - _____

E-Mail Address: _____

COUNTY OF JEFFERSON
STATE OF TEXAS

IN THE COMMISSIONERS COURT
OF JEFFERSON COUNTY, TEXAS

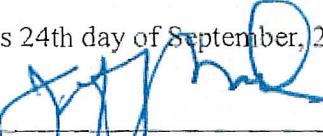
ORDER

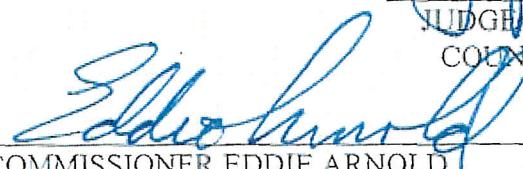
On this 24th day of September, 2018, came on to be considered, the setting of the tax rate of Jefferson County, and the Court further finding that at least four members of the Commissioners' Court are now present, as required by law.

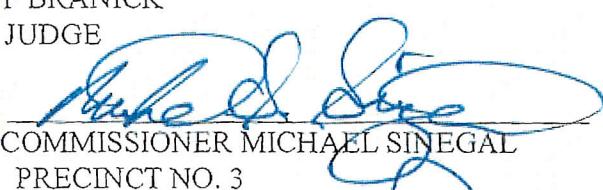
It is ORDERED, upon motion made by Eddie Arnold, Commissioner of Precinct No. 1, seconded by Brent Weaver, Commissioner of Precinct No. 2 that the tax rate for 2018/2019 shall be:

(1) the debt service tax rate is hereby set at \$.018928 per one hundred dollars valuation for the County's 2018-19 debt service requirements; (2) the maintenance and operations tax rate is hereby set at \$.346049 per one hundred dollars valuation; (3) to maintain the residence homestead exemptions of 20% or \$5,000 and \$40,000 for over 65. THIS RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX

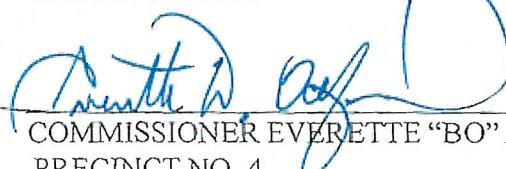
RATE. ORDERED and signed this 24th day of September, 2018.


JUDGE JEFF BRANICK
COUNTY JUDGE


EDDIE ARNOLD
COMMISSIONER EDDIE ARNOLD
PRECINCT NO. 1


MICHAEL SINEGAL
COMMISSIONER MICHAEL SINEGAL
PRECINCT NO. 3


BRENT WEAVER
COMMISSIONER BRENT WEAVER
PRECINCT NO. 2


EVERETTE "BO" ALFRED
COMMISSIONER EVERETTE "BO" ALFRED
PRECINCT NO. 4



JEFFERSON COUNTY, TEXAS



ANNUAL BUDGET FISCAL YEAR 2018-2019

JEFF BRANICK
COUNTY JUDGE

EDDIE ARNOLD
COMMISSIONER, PCT. 1

MICHAEL "SHANE"
SINEGAL
COMMISSIONER, PCT. 3

BRENT WEAVER
COMMISSIONER, PCT. 2

EVERETTE "BO" ALFRED
COMMISSIONER, PCT. 4

PATRICK SWAIN
COUNTY AUDITOR

JEFFERSON COUNTY, TEXAS ANNUAL BUDGET

This budget will raise more revenue from property taxes than last year's budget by an amount of \$151,250, which is a .18% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is
\$2,130,973.80.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:



Property Tax Rate Comparison

	2018-2019	2017-2018
Property Tax Rate:	\$0.364977/100	\$0.364977/100
Effective Tax Rate:	\$0.371894/100	\$0.364977/100
Effective Maintenance & Operations Tax Rate:	\$0.363079/100	\$0.340556/100
Rollback Tax Rate:	\$0.420779/100	\$0.395801/100
Debt Rate:	\$0.018928/100	\$0.019681/100

Total debt obligation for Jefferson County secured by property taxes is \$27,740,000.

FISCAL YEAR 2018-2019

HISTORY OF JEFFERSON COUNTY, TEXAS



Jefferson County Courthouse

Jefferson County is a 937 square mile County situated in the Coastal Plain or Gulf Prairie region of extreme southeastern Texas. The County is comprised of mainly grassy plains, though it has a dense forest belt, marshy saltgrass terrain, and coastal prairie within its boundaries. The area is low and flat with altitudes rising from sea level to approximately 50 feet above. The County has a subtropical humid climate with a mean annual temperature of 69 degrees and averages fifty-three inches of annual rainfall. The average growing season is 225 days a year. Several incorporated towns make up the County including: Beaumont, Bevil Oaks, China, Groves, Nederland, Nome, Port Arthur, Port Neches, and Taylor Landing.

Jefferson County was formed in 1836 and organized in 1837. It was one of the original counties in the Republic of Texas. The first County seat was Jefferson (named after Thomas Jefferson) on the east bank of Cow bayou and was replaced by Beaumont in 1838. The first Jefferson County courthouse was built in 1854 and later became a Confederate hospital during the Civil War. The second courthouse was a 3-story building, built in 1893. It was the County's seat of justice until demolished to make room for the current building. The courthouse as it stands today was built in 1931 for \$1,000,000. Since the building of the original courthouse in 1931, there have been

several extensions. The “New Courthouse” was built in the 1980’s, and is attached to the original structure. The County also has a sub-courthouse located in Port Arthur. Other County Buildings and Annexes that house the operations and offices of the government are located at optimal points within the County.

The area that is Jefferson County has been claimed by several different nations. The first inhabitants were the Atakapa Indians, which settled in the Lower Neches and Sabine rivers. The French and Spanish disputed ownership of the area during the eighteenth century, and when the United States acquired Louisiana, the area was under Spanish control as part of the Atascosito District. Anglo settlement began in the area around 1821 with encouragement by the Mexican government. With the formation of the Texas Republic in 1836, residents of the newly formed County sought to increase settlement.

Jefferson County was changed drastically by the discovery of oil at Spindletop in 1901. Almost overnight, the area became a booming economic base for oil exploration and refining. Jefferson County’s economy to this day is still rooted in the oil industry. Currently the economy of the County is based primarily on petroleum refining; the production and processing of petrochemicals and other chemicals; the fabrication of steel and steel products; shipping activity; the manufacture of wood, pulp, food and feed products; agriculture; and health care services. The County continues to diversify its economic base.

Jefferson County is the location of one of the fastest-growing industrial areas of Texas. The County endeavors to offer its citizens everything they seek in the way of employment, entertainment, cultural activities, and educational facilities. Jefferson County not only seeks to increase economic development in the area, but also seeks to provide its residents with an enriching community life.

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BUDGET SUMMARY

PATRICK SWAIN
COUNTY AUDITOR
(409) 835-8500



1149 PEARL ST. - 7TH FLOOR
BEAUMONT, TEXAS 77701

September 24, 2018

Honorable Commissioners' Court:

Jeff Branick, County Judge

Eddie Arnold, Commissioner, Precinct No. 1

Brent Weaver, Commissioner, Precinct No. 2

Michael "Shane" Sinegal, Commissioner, Precinct No. 3

Everette "Bo" Alfred, Commissioner, Precinct No. 4

The Commissioners' Court of Jefferson County, Texas was committed to adopting a budget for the year 2018-2019 which would not require an increase in the County's overall property tax rate. We are proud to present a budget for the general fund that has increased by 3.7% from the 2017-2018 adjusted budget, and moreover maintains the same property tax rate. Therefore, in compliance with Section 111.033, Local Government Code, budget recommendations for fiscal year 2018-2019 are submitted for your consideration and approval.

This budget is prepared on the basis of \$24,317,956,927 of net taxable value, after exemptions, which is a slight decrease of just .2% over the previous year's net taxable value. The County's tax rate is \$.364977 per \$100 of assessed value, 1.9% below the calculated effective tax rate. Net tax collections are estimated at 99% of the total levy.

The County's \$.364977 tax rate is allocated as follows:

General Fund	.346049
Debt Service	.018928

The fiscal year 2018-2019 budget provides for planned expenditures, net of contingency appropriations, for all operating funds totaling \$144,241,661. Contingencies in the amount of \$675,000 in the General Fund have also been appropriated. Such contingent appropriations are under the control of the Commissioners' Court and shall be distributed by that Court.

The Capital Projects for fiscal year 2018-2019, adopted independently of the operating budget, provides for planned expenditures of \$1,332,031.

Annual budgets are adopted for all funds except for enterprise funds, internal service funds, capital project funds, and certain special revenue funds where funds are designated for a specific purpose as identified in the grant award document, which adopts grant year or project length financial plans.

It is my opinion that the provisions of revenues and expenditures in this budget are adequate and that funds will be on hand to pay the obligations as set forth. All funds are expected to have sufficient resources to operate within the budgets as proposed. It is intended that each County department will operate within its total budget allocation.

Sincerely,



Patrick Swain
County Auditor

BUDGET INITIATIVES, MAJOR GOALS AND ISSUES

The 2018-2019 budget year was a great challenge for the Commissioners' Court of Jefferson County. Commissioners' Court developed the current General Fund budget of \$131,744,288. Also, Commissioners' Court was able to maintain the same property tax rate of .364977 cents per \$100 of taxable valuation. This property tax rate will enable Jefferson County to continue to provide services to its citizens and promote an atmosphere conducive to economic development within the County.

Budget initiatives for the current operating year include:

Maintain the property tax rate which is 1.9% below the effective tax rate. Each penny of the tax rate equals approximately \$2.4 million in tax revenues.

Provide a 3% salary increase for all employees. The increase in cost is approximately \$2.2 million including fringe benefits.

Commissioners' Court will utilize previously transferred funds to complete outstanding capital projects.

Maintain capital expenditures for durable goods to replace needed equipment to necessary levels.

On an on-going basis, County officials review and identify key issues facing the County and determine goals and objectives for the current operating year and the future. For the present and future years, the following represent the Commissioners' Court's list of major goals and issues:

- * Economic Development
- * Transportation Infrastructure
- * Coastal Protection
- * Organizational Development & Improvement

Economic Development - *Enhance the economic development climate in the County for future growth by focusing on workforce training and education, by exploiting our industrial and transportation infrastructure to attract and retain business and industry, and utilizing existing legislation to incentivize the attraction of businesses that bring diversification to the economic base.*

Local Industry – Several large projects are in construction, permitting, and development for the area and the County continues to work with other taxing entities to create a business environment conducive to this growth. These include such notables as Lucite,

Air Products, Vitol, Golden Pass Products, OCI, Exxon Mobil, Phillips 66, Sempra Energy, Coastal Caverns, and Energy Transfer Partners.

Petrochemical expansions at the Motiva, Total, and Valero facilities located in Jefferson County represent approximately \$15 billion in project improvements. In addition, hundreds of millions of dollars are being spent on terminal and pipeline facilities to support these projects. We await federal approval of the construction of the Trans-Canada Keystone XL pipeline which will deliver Canadian tar sands crude to Jefferson County and help in relieving our dependence on oil from more politically volatile regions. In addition, recent rail terminal facility expansions and new construction has significantly increased the transportation of Canadian tar sands oil and bitumen to our area for processing by area refineries.

Cheniere, one of two companies with Liquefied Natural Gas Terminals on the border of the Texas/Louisiana Coast, is in the middle of construction of a \$10 billion liquefaction facility. Golden Pass LNG opened their terminal in mid 2011. With their opening, our ship channel is now home to over 50% of the nation's LNG capacity. Golden Pass LNG has filed with federal authorities for permits allowing it to build a \$10 billion gas liquefaction facility in Jefferson County, which approval was granted April 2017. Golden Pass LNG expects to make a final investment decision by the 4th quarter of 2018. Sempra Energy has also begun permitting for a multi-billion-dollar liquefaction facility to be built on 3,000 acres of land they currently own in Jefferson County.

The County continues to work with industry leaders, the Texas Workforce Commission, Lamar Institute of Technology, Lamar University and non-profit groups to supply a workforce able to handle the growing labor needs of the County. This is critical given the interest of the international community in locating facilities in our county.

Hotel/Motel Tax – The County collects a 2% hotel occupancy tax from Jefferson County hotels. This tax has generated enables the County to enhance tourism in the area by funding a variety of events and projects. The County funds the operational cost of the Ben J. Rogers Regional Visitors' Center with revenue from the Hotel/Motel Tax.

Airport Development – The County, area Chambers of Commerce, and other business leaders were successful in working with American Airlines to secure direct flights to the Dallas area to enhance the Airport's operations and link Jefferson County to worldwide destinations. Airport facility renovations are continual as part of the Airport's master plan approved and funded by the FAA. The County has entered into several land lease contracts for economic development of the frontage road property in front of the Airport.

Transportation Infrastructure – *Provide adequate funding for County infrastructure.*

Sabine-Neches Waterway - The County has participated in a study by the U.S. Army Corps of Engineers into the feasibility of deepening the Sabine-Neches waterway. This will allow ports in Southeast Texas, the fourth largest in the nation, to accommodate newer deep draft vessels and thus remain competitive with other ports on the Gulf Coast. Recently, the U.S. Army Corps of Engineers issued their “Chief’s Report” which paves the way for federal funding of this project. The U S House and Senate recently passed legislation which was signed by the President authorizing the construction of the waterway improvements at a cost in excess of \$1 billion. Congressional appropriations have been approved for engineering and design of the project and construction dollars are expected in February 2019.

Coastal Protection – Provide protection of the County’s natural resources.

Protection measures – Hurricane Ike destroyed the beach dune system along the 20 miles of Jefferson County coastline. As a result, the 138,000 acres of marsh in Jefferson County are being continually assaulted by normal saltwater tidal changes which will destroy the marshes’ regenerative growth. This marsh area is critical economically, environmentally, and recreationally, and acts as a significant buffer against hurricane related tidal surges. Jefferson County has partnered with the U.S. Fish & Wildlife service, the Texas General Land office, Texas Commission on Environmental Quality, and Texas Parks & Wildlife department to address dune restoration issues. Jefferson County is currently working with State and Federal officials to leverage BP Oil Spill funding for coastal restoration projects. Thus far state and federal resources in excess of \$70 million are currently being employed to address the issue and both state and federal officials are committed to further funding.

Organizational Development & Improvement - Improve services to our citizens through development of employees within the County.

Services – The County also intends to continue examining our business processes and use of technology to insure that citizen’s needs are addressed in the most efficient and cost-effective manner possible.

Strategic Planning and Performance Measures – The County has created a strategic planning committee for enhanced long term budget planning including long range capital projects planning and help to a model of performance measures to assist with the budget process. They have developed a vision statement and mission statement.

Mission Statement:

Vision Statement:

Jefferson County is proudly committed to ethically delivering efficient, responsive services which enhance the quality of life for all of our citizens.

Jefferson County Elected Officials and Employees will carry out our duties while respecting citizens and business entities by maintaining fiscal responsibility, demonstrating accountability, and allocating resources in a fair and equitable manner.

BUDGET HIGHLIGHTS

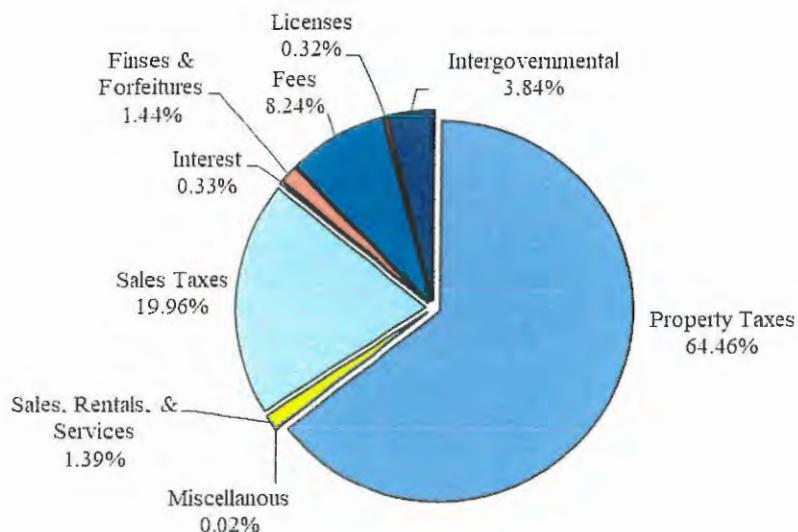
REVENUES

Jefferson County's budgeted revenues for the General Fund, Debt Service Fund, and Special Revenue Funds are derived as follows (excluding other sources):

Revenues by Source - All Funds Summary

	Approved 2017-2018	Approved 2018-2019	Percentage Change
Property Taxes	\$ 80,620,917	\$ 84,107,182	4.32%
Sales Taxes	25,200,000	26,050,000	3.37%
Fees	10,641,528	10,745,870	0.98%
Licenses	426,700	420,850	-1.37%
Sales, Rentals, & Services	1,793,300	1,820,150	1.50%
Intergovernmental	4,737,425	5,002,929	5.60%
Fines & Forfeitures	1,750,000	1,875,000	7.14%
Interest	208,884	429,064	105.41%
Miscellaneous	24,000	27,000	12.50%
Contributions	4,075	4,075	0.00%

Revenues by Source - All Funds Summary Fiscal Year 2018-2019



Property taxes are expected to increase by about \$3.5 million for 2018-2019. This increase is mainly due to a change in the amount of rebate needed to pay for 381 tax abatement agreements. Industrial values continue to decline in association with the uniform and equal provision of the Texas Constitution. The County is hopeful that legislation will be passed to help bridge the gap between market values and appraised values for these commercial and industrial properties. Net taxable values have declined by about 4% over the past five years as a result. This amount is based on a net taxable value of \$24,317,956,927 and an adopted tax rate of .364977¢. The County is anticipating a 99% collection rate for this budget year.

Sales taxes collections are budgeted at \$25,200,000. The County collects ½ cent on all taxable sales within the County. The ½ cent sales tax was adopted in 1989. Also, the County collects sales tax on alcoholic beverages. The County collects a 2% hotel occupancy tax from area hotels. This tax is used to fund the Ben J. Rogers Regional Visitors' Center as well as tourism grants.

Taxes typically make up about 84% of all revenues for the County. Please refer to page 24 for a ten-year historical account of Tax Revenues by Source.

Fees represent the third largest source of revenue for the County. Fees are anticipated to increase slightly. Fees include all departmental fees. Fees depend on the provisions of state law, and are usually mandatory, but occasionally are optional with the approval of Commissioners' Court. Revenues from this source depend on collections by departments, the actions of courts, incidence of offenses, and various other external factors. The County uses historical trends of actual revenue collections to estimate for the current year with making adjustments for any changes in the fee schedules.

Road and Bridge Fees are generated from a \$10 annual assessment at the time of license tag renewal. The Road and Bridge precincts utilize these funds for road construction and maintenance of roads as stipulated by the Texas statutes.

Auto registration fees represent the County's portion of the annual renewal fees for State auto registration. Based upon Chapter 152 of the State Tax Code this fee provides funding for construction, maintenance, bridge construction, purchases of right-of-way, and for relocation of utilities.

Other revenues are made up of licenses, sales, intergovernmental revenue, fines and forfeitures, interest, and other miscellaneous items. The County uses historical trends of actual revenue collections to estimate for the current year with making adjustments for any changes in circumstances or rates such as interest rates.

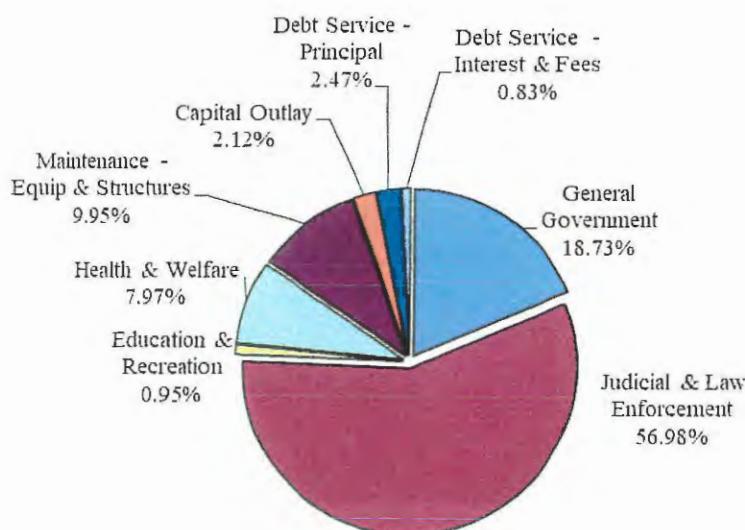
EXPENDITURES

Jefferson County's budgeted expenditures for the General Fund, Debt Service Fund, and Special Revenue Funds are derived as follows (excluding other uses):

Expenditures - All Funds Summary by Function

	Approved 2017-2018	Approved 2018-2019	Percentage Change
General Government	\$24,947,210	\$26,131,992	4.75%
Judicial & Law Enforcement	76,204,875	79,519,236	4.35%
Education & Recreation	1,301,412	1,326,844	1.95%
Health & Welfare	10,923,158	11,123,103	1.83%
Maintenance - Equipment & Structures	13,302,956	13,888,666	4.40%
Capital Outlay	2,313,128	2,952,164	27.63%
Debt Service - Principal	3,640,000	3,450,000	-5.22%
Debt Service - Interest and Commission	1,264,258	1,158,000	-8.40%
Debt Service - Transaction Fees	5,000	4,000	-20.00%

Expenditures - All Funds Summary Budgeted for Fiscal Year 2018-2019



General Fund expenditures make up 90.91% of total budgeted expenditures, while Debt Service make up 3.18% and Special Revenue funds make up 5.91% percent. The majority of the increase from the 2017-2018 approved budget year to 2018-2019 is related to the General Fund and will be discussed below. Special Revenue funds have an increase of about \$1.3 million with the most of the increase occurring for capital purchases in various funds for improvements and replacing needed equipment. Other increases for Special Revenue include one new position was added in the County Clerk Records Archive fund, 3% salary increase for all employees, increase in the employees' retirement rate as set by TCDRS, and a 5% increase in employees' health insurance.

GENERAL FUND

The General Fund is used to account for the general governmental operations of the County. Included in these activities are budgets for the general government, judicial and law enforcement, education and recreation, health and welfare, maintenance of buildings and structures, capital outlay, and special purpose funding. Expenditures for fiscal year 2018-2019 including "transfers out" and contingency appropriation are approved at \$131,744,288. Revenues including "transfers in" are estimated at \$119,007,589.

Property Taxes represent 67% of the revenues generated by the General Fund. In 2018-2019 the budgeted property taxes for the General Fund is expected to increase by \$3.9 million from the prior year's budget. This increase is due in large part due to reduction in required debt service payment and a reduction in the amount of rebate needed to pay for 381 tax abatement agreements. Budgeted property tax revenue for 2018-2019 is \$79,665,588 for the General Fund.

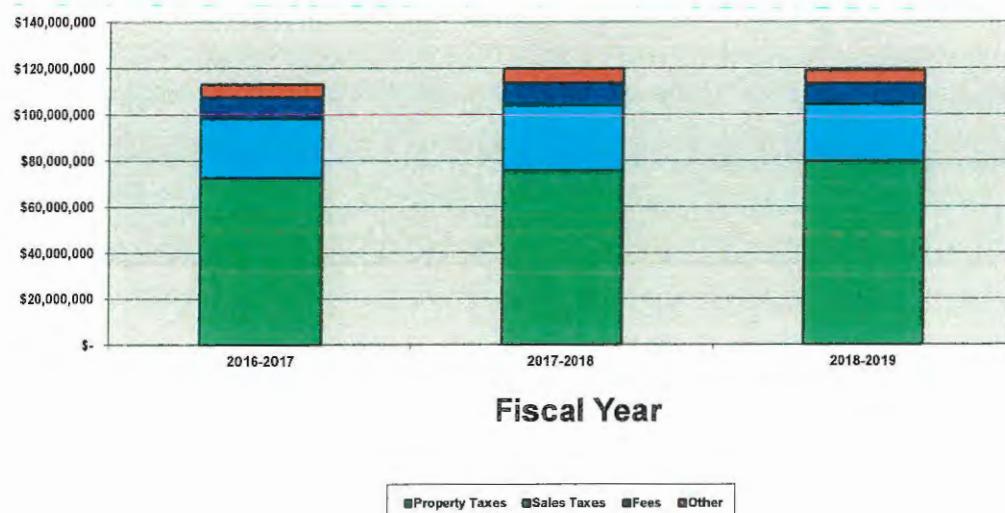
Budgeted sales tax revenue for 2018-2019 is \$24,650,000 which represents 21% of the revenues generated by the General Fund. Revenue from Sales taxes have seen an influx due to recovery effort from Tropical Storm Harvey. The County anticipates revenue from Sales taxes to slow down as businesses and residents finish repairs during the 2018-2019 budget year.

Fees collected by the County account for 8% of the General Fund revenues. Estimated revenues for fees are budgeted at \$9,052,715. Fees are expected to remain relatively flat with the prior year's budget.

Other revenue sources include intergovernmental revenue, contractual payments on the housing of inmates for area cities, and interest revenue. Other revenue sources accounts for 4% of the budgeted General Fund revenues. Estimated revenues for other revenue sources are budgeted at \$5,639,286. Other revenue sources are expected to increase about 10% with the prior year's budget. A large portion of the increase is due to a rise in rates for revenue from interest.

The following graph shows the relationship of the major revenue sources for fiscal year 2016-2017 through 2018-2019:

General Fund (Revenues)



Expenditures budgeted for the 2018-2019 fiscal year total \$131,744,288 including contingency appropriation and “transfers out”.

General Fund Expenditures by Category

	Percentage of Budget	Approved 2017-2018	Approved 2018-2019	Percentage Change
Personnel Services	69.00%	\$ 87,491,757	\$ 90,904,904	3.90%
Operating Expenditures	26.13%	32,893,261	34,418,681	4.64%
Capital Outlay	0.86%	1,397,061	1,133,047	-18.90%
Special Purpose Funding	4.01%	5,251,247	5,287,656	0.69%

Personnel services include salaries, wages, and fringe benefits of Jefferson County employees. The increase is due to 3% salary increase for all employees, increase in the employees' retirement rate as set by TCDRS, and a 5% increase in employees' health insurance.

Operating expenditures include all materials and supplies, maintenance and utilities, and miscellaneous services. Departments were diligent in maintaining their budgets as closely to current levels as possible to be able. The increase is in large part associated with retirees' health insurance cost that continues to climb and an increase in the jail medical contractual payments.

Capital outlay, which includes all capital equipment purchases over \$5,000 made by the County, decreased by \$264,014. The County will be replacing or purchasing necessary equipment including equipment purchases in the Road & Bridge departments, and other offices as needed. Other capital outlay needs, will be purchased with other funding including grants, where available.

Special Purpose Funding is used to account for expenditures that are non-operational in nature or do not specifically belong to a department. It consists of contingency appropriations and “transfers out”. This budget year the following transfers are budgeted: Ford Park - \$1,799,109, Jack Brooks Regional Airport - \$1,633,704, and County match for Grant funds - \$1,179,843. Contingency appropriations are budgeted at \$675,000.

In 2018-2019, the County will anticipate utilizing \$12,736,699 of the General Fund reserves to balance the operating requirements of the County. The County’s ending available fund balance will be 23.5% of budgeted expenditures which complies with the County’s fund balance policy. The amount that the County will utilize of the General Fund reserves will be used to fund capital outlay and special purpose funding.

General Fund Expenditures by Function

	Percentage of Budget	Approved 2017-2018	Approved 2018-2019	Percentage Change
General Government	20.44%	\$24,458,101	\$25,617,941	4.74%
Judicial & Law Enforcement	59.28%	71,316,265	74,287,317	4.17%
Education & Recreation	0.35%	422,538	432,558	2.37%
Health & Welfare	8.88%	10,923,158	11,123,103	1.83%
Maintenance - Equipment & Structures	11.06%	13,264,956	13,862,666	4.51%

General Government increase is mainly due to 3% salary increase to all employees, increase in employees’ retirement rate, and an increase in employees’ and retirees’ health insurance rates. General Government is made up of the administrative functions of the County including the Tax Office, Auditor’s Office, County Clerk, County Treasurer, Purchasing, MIS, and others.

Judicial and Law Enforcement increases are in large part due to 3% salary increase to all employees, increase in employees’ retirement rate, and an increase in employees’ health insurance rates.

The Education and Recreation Division increase is due 3% salary increase to all employees, increase in employees’ retirement rate, and an increase in employees’ health

insurance rates. The only department for this division is the Agriculture Extension Service which offers the citizens of Jefferson County access to a wealth of knowledge and experience on agricultural topics.

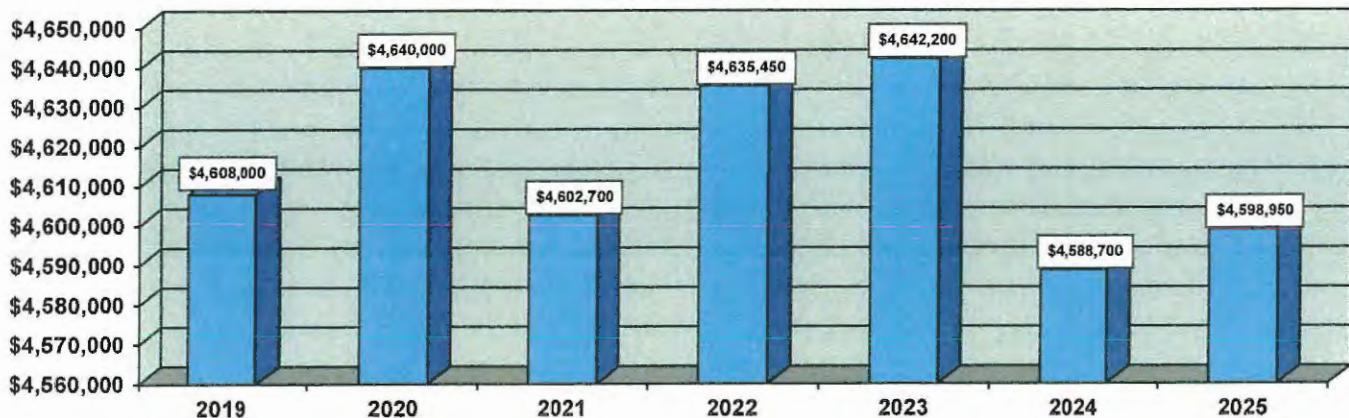
Health & Welfare increase is due 3% salary increase to all employees, increase in employees' retirement rate, and an increase in employees' health insurance rates. This division provides health care for the indigent citizens of the County, support of the child protective services of the State of Texas, mosquito control practices throughout the County, emergency management, and environmental control functions for the County.

Maintenance – Equipment & Structures increase is due to a 3% salary increase to all employees, increase in employees' retirement rate, and an increase in employees' health insurance rates. This division is responsible for the maintenance and operation of all County facilities and roadways.

DEBT SERVICE FUND

The Debt Service Fund is a legally restricted fund utilized to account for revenues recognized to liquidate the debt service requirements for the County's debt. This income is primarily earned through the allocation of property taxes to the fund.

Debt Service Requirements Next 10 Years



At October 1, 2018, the County has debt issues outstanding of \$27,740,000. Revenues are budgeted at \$4,451,594 for 2018-2019, of which 99.8% comes from the allocation of property taxes. The remaining portion of funding to debt service is interest. Expenditures of \$4,612,000 are budgeted to meet the current debt service requirements. The County does not have any plans to issue additional debt for 2018-2019 fiscal year.

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for revenues allocated for restricted purposes as specified by statute. The County's funds are comprised of revenues generated from road fees, confiscated goods, security fees, contributions, and other sources. Revenues for 2018-2019 are budgeted at \$7,679,448 and expenditures are budgeted at \$8,560,373. Some items that will benefit the County are: the continued maintenance and operation of the County Clerk's imaging system, imaging systems in the District Clerk's and in the District Attorney's office. Additionally, continued maintenance and operation of the Texas Supreme Court e-file mandate in all courts. These systems will reduce the paperwork and create efficient ways to review the documents these offices manage. The County Clerk will also be working on a preservation project for records prior to 1990. The Marine Division is classified as a Special Revenue Fund since it is fully funded by the Sabine Nечес Navigation District. The Marine Division provides law enforcement presence on the navigable waterways, terminals, and ship channels of the County. The ASAP program is also classified as a Special Revenue Fund since it is fully funded by Port Arthur Independent School District to provide law enforcement personnel to help the school district with truancy issues. Also, Courthouse security will continue to be a high priority. Finally, the Ben J. Rogers Regional Visitors' Center is fully functioning and the Hotel Occupancy Tax Fund will continue to fund the operations and improvements to Ford Park.

CAPITAL PROJECTS

The County maintains an ongoing capital improvement program. General government capital improvements have been funded by a combination of bond proceeds, general fund transfers, and state grants. The main focus of the County's capital improvement program is related to Environmental Infrastructure, Voting System Enhancements, Equipment Upgrades and Asset Protection.

Expenditures of \$1,332,031 are estimated for projects in the 2018-2019 fiscal year. All of the funding for these expenditures has already been transferred to the Capital Project funds and will not require additional funding during the 2018-2019 fiscal year. As other projects are identified, the County could use available fund balance above the minimum fund balance policy to budget transfers in future years in order to minimize debt issuances. The current expenditures will impact the County on several levels including:

Environmental Infrastructure – The County has been working towards a resolution to re-open Highway 87 from Sea Rim Park to High Island. This twenty-five-mile stretch of Highway runs along the Gulf of Mexico and has been closed since the late 1980's. As part of this long term project, the County has funded various environmental studies regarding shoreline erosion, sand source feasibility, and wetlands mitigation. The County is estimating to spend \$217,523 in 2018-2019 to fund these studies. The County will

need Federal or State funding for this project as the total cost to relocate and rebuild this stretch of highway would not be economically feasible for the County.

Voting System Enhancements – Jefferson County will invest approximately \$370,330 to pay the fourth annual installment for the County electronic voting system. This expenditure keeps the County with the latest technology upgrades available.

Equipment Upgrades and Asset Protection – The County has allocated \$614,950 in 2018-2019 to fund equipment upgrades for the Jefferson County Regional Crime Lab, the County's energy systems, and the County fueling system. The County has allocated funding to waterproof the exterior of the downtown courthouse. These enhancements are expected to provide the County with the latest technology for operations and protect the exterior of the Courthouse.

ACKNOWLEDGMENTS

Acknowledgments The dedicated service and hard work of the entire staff of the Auditor's Office achieved the preparation of the 2018-2019 Annual Operating Budget. Sincere appreciation to the elected and appointed officials for their cooperation in completing this budget in a timely manner is also warranted. Commissioners' Court is also commended for exercising fiscal responsibility in their deliberations in setting the expenditures for the proposed fiscal year.

BUDGET POLICY & PROCEDURES

The overall goal of the County's budget policy and procedures are to establish and maintain effective management of the County's financial resources. Formal policy statements and major objectives provide the foundation for achieving this goal. Accordingly, this section outlines the policies and procedures used in guiding the preparation and management of the County's overall budget and the major objectives to be accomplished.

The County follows the policies below in establishing the budget.

Guidelines

- ⌘ The budget will be prepared in such a manner as to facilitate its understanding by citizens of the County, elected officials, and employees.
- ⌘ Financial information systems will be maintained to monitor operations of the County on an ongoing basis. Also, the accounting and financial reporting systems will be maintained in compliance with current generally accepted accounting principles.
- ⌘ The Auditors' Office will review all departmental budgets to identify possible increases or reductions, and will analyze all budget requests in detail.

Interim Financial Reporting

- ⌘ Commissioners Court and all Departments will be provided with monthly budget reports comparing actual versus budgeted revenue and expense activity.

Balanced Budget

- ⌘ The budget will be structurally balanced; total expenditures do not exceed total resources, or total estimated revenues plus reserves. The County will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures or accruing future year's revenues.

Capital Improvement Policies

- ⌘ The budget will provide for adequate maintenance of capital, infrastructure, equipment, and for their logical replacement. No “carryover” capital outlay will be budgeted unless specifically approved by Commissioners’ Court during the current year’s budget hearings.
- ⌘ The County will establish an appropriate mix of general fund transfers, state grant funds, and general obligation debt in the funding of capital projects.

Debt Management Policies

- ⌘ The County will confine long-term debt to capital improvements or projects that cannot be financed from current revenues.
- ⌘ The County will not use long-term debt for current operations.
- ⌘ The County will strive to have the final maturity of general obligation bonds at, or below thirty years, and within a period not to exceed the estimated useful life of the project.

Fund Balance Policies

- ⌘ The County will strive to maintain an unreserved, available fund balance of approximately 15% of budgeted expenditures for the General Fund. Fund balance for Debt Service funds will be maintained according to debt covenants, usually 1/12th of the next year’s debt principle payment requirements. Fund balance for Special Revenue funds will be maintained to ensure a positive fund balance for the individual funds.
- ⌘ It is the intent of the County to use excess available fund balances above the 15% to help fund capital replacement and capital projects in order to reduce the need for future debt.

Investment Policies

- ⌘ These Investment Policies apply to the investment of short-term operating funds of the County in excess of those funds required to meet current expenditures. Topics included in the investment policy are quite detailed and include information of Strategy, Scope, Objectives and Priorities, Responsibility and Control, Reporting, Institutions, Instruments, Procedures, Collateral and Safekeeping, and Policy Review and Amendments. The

complete policy can be reviewed in the separate Investment Policy Manual maintained by the Treasurer's office.

Capital Asset Procedures

- ⌘ Capital assets include buildings, roads, bridges, equipment, computers, furniture, and vehicles. Jefferson County's monetary criteria is \$10,000 or more and with a useful life of more than one year. Once purchased, all capital assets are maintained in the physical inventory until disposed.

The County follows the procedures below in establishing the budget.

- ⌘ Jefferson County's fiscal year begins on October 1st each year and ends on September 30th. The budget process for each upcoming fiscal year begins in May with the preparation of Budget Workpapers which are distributed to all County Departments. Each department is asked to project their financial requirements for the upcoming year. The Budget Workpapers are a guide for initial budget requests.
- ⌘ Departmental annual budget requests are then submitted by the Department or Agency Head to the County Auditor in June. The County Auditor compiles the initial requests and in July, budget hearings are held for each department. Commissioners' Court, which includes the County Judge and the four County Commissioners oversee the Budget Hearings. These hearings give Department Heads the opportunity to discuss with Commissioners' Court any changes in their budget, and items that are a priority. The public is invited to attend all budget hearings, which are posted according to the Open Meetings Act.
- ⌘ In conjunction with compiling departmental budget requests, the County Auditor prepares an estimate of available resources in each fund for the upcoming fiscal year. Expenditures budgeted in the various funds may not exceed the fund balances as of the first day of the fiscal year plus the anticipated revenue for the year as estimated by the County Auditor.
- ⌘ In September, the County Auditor prepares the proposed annual operating budget to be presented to the Commissioners' Court for their consideration. The budget represents the financial plan for the new fiscal year. Public hearings are held on the proposed budget.
- ⌘ The Commissioners' Court must adopt an annual operating budget by a majority vote of the Commissioners' Court before October 1. The adopted budget must be balanced; that is, available resources must be sufficient to

support annual appropriations. Accountability is then required for operations to remain within available resources.

- # The department is the legal level of budgetary control. Total expenditures cannot exceed the final appropriation once the budget has been adopted. Commissioners' Court can amend the total appropriations for an individual department. To comply with expenditure limitations, when one department's total appropriation is increased, another department's appropriation must be reduced by an equal amount. Commissioners' Court may also approve the transfer of appropriations within funds. All such amendments require Commissioners' Court approval.
- # The County uses funds to report its financial position and results of its operations. Funds for budget purposes are classified as Governmental and Fiduciary. Governmental Funds are used to account for the majority of the County's general activities, including the collection and disbursement of earmarked monies (Special Revenue Funds), the acquisition or construction of general fixed assets (Capital Projects Funds), and the servicing of general long-term debt (Debt Service Funds). The General Fund is used to account for all activities of the County not accounted for in any other fund. Proprietary Funds are used to account for activities similar to those found in the private sector (Enterprise Funds), where the determination of net income (loss) is necessary and/or useful to sound financial management.
- # Annual budgets are legally adopted for the General Fund and Debt Service Fund. Budgets for Special Revenue Funds are established pursuant to statute guidelines, and budgets for Capital Projects are established on a project basis. Enterprise funds have submitted estimated net loss. The amount of the annual subsidy needed for the Enterprise funds are budgeted in the General Fund as a transfer.
- # All transactions affecting the acquisition and disposition of anything of value by the County are recorded in detail in the accounting system adopted by the Jefferson County Auditor.
- # The budgets of general government type funds (i.e. General Fund and Special Revenue Funds) are prepared on the modified accrual basis. Briefly, this means that obligations of the County are budgeted as expenditures, but revenues are recognized only when they are measurable and available.
- # Encumbrance accounting is used for all funds. Encumbrance accounting means that an estimated cost is recorded on the books at the time of an order of goods and services so that all obligations are booked. When the actual

cost is known, it is booked, and the encumbrance is reversed. All encumbrances lapse at year-end for all budgeted funds.

- ⌘ The Comprehensive Annual Financial Report (CAFR) shows the status of the County's finances on the basis of "generally accepted accounting principles" (GAAP). The CAFR and the budget are prepared on a basis consistent with GAAP using the modified accrual basis.
- ⌘ The budget document does not include Enterprise Funds, Internal Service Funds, and Special Revenue Funds that are grants. Grants are restricted for specific purposes. Because grants are presented to Commissioners' Court throughout the year and some run on different fiscal years, the grant budgets and accountings are maintained separately from this document.

JEFFERSON COUNTY, TEXAS

CALENDAR FOR BUDGET PREPARATION

Dates are approximate

APRIL 28 – Budget preparation packets sent to all County departments by County Auditor.

MAY 31 – Budget preparation packets are due back to the County Auditor's office.

JUNE 1 – JULY 13 – Compile initial budget requests, and estimate of available resources.

JULY 16 – 20 – Budget Hearings.

AUGUST 1 – Publish notice of public hearing on annual compensation of County Auditor, Assistant Auditors, and Court Reporters. (Section 152.905 LGC)

AUGUST 6 – Budget Workshop to discuss pending items for budget.

AUGUST 16 – Public hearings on Auditors and Court Reporters budget with District Judges. (Section 152.905 LGC)

AUGUST 27 – Notice of proposed property tax rate. (Section 140.010 LGC)

SEPTEMBER 13 – Notify Elected officials of salaries and allowances. (Section 152.013 LGC)

SEPTEMBER 14 – Notice of proposed increases in elected officials' salaries and allowances published in local newspaper. (Section 152.013 LGC)

SEPTEMBER 14 – Publish notice for budget public hearing. (Section 111.0385 LGC)

SEPTEMBER 14 – File budget with County Clerk. (Section 111.037 LGC)

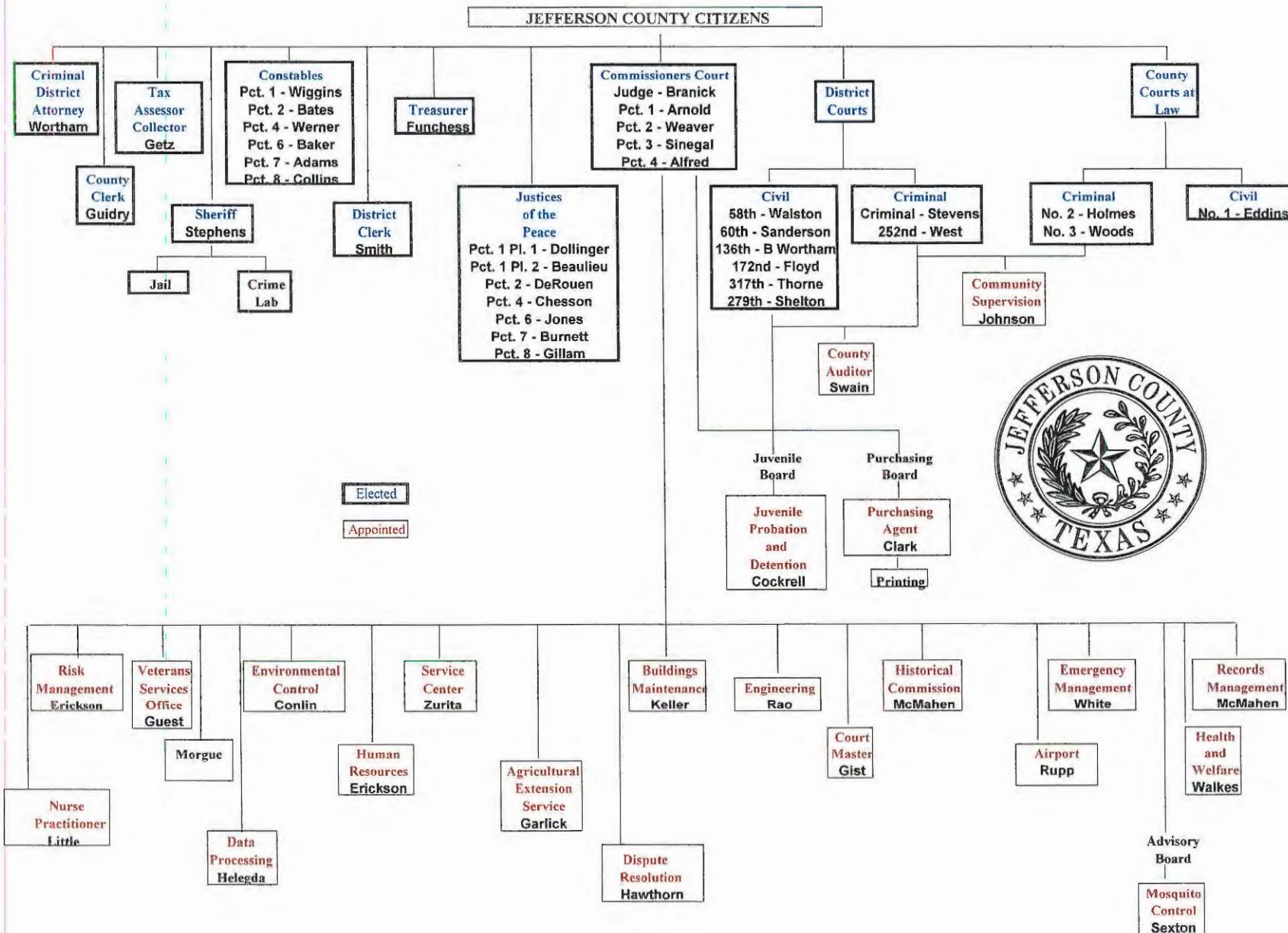
SEPTEMBER 24 – Adopt tax rate.

SEPTEMBER 24 – Public hearing and adopt budget. (Section 111.039 LGC)

OCTOBER 1 – Receive & file budget.

ORGANIZATION CHART OF JEFFERSON COUNTY

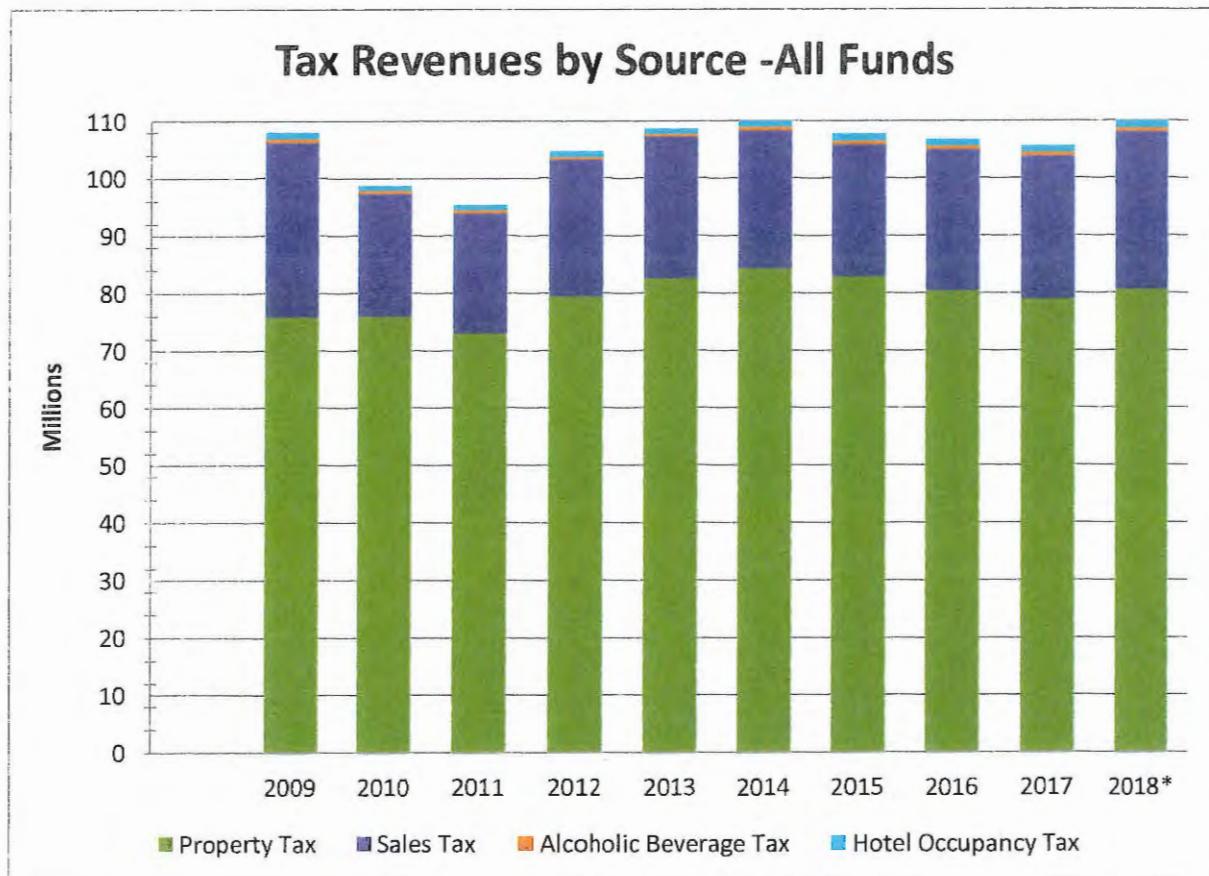
As of September 30, 2018



TAX REVENUES BY SOURCE - ALL FUNDS
LAST TEN FISCAL YEARS

Fiscal Year	Property Tax	Sales Tax	Alcoholic Beverage Tax	Hotel Occupancy Tax	Total
2009	\$75,912,693	\$30,410,633	\$614,474	\$1,294,063	\$108,231,863
2010	75,995,020	21,361,596	575,928	893,234	98,825,778
2011	72,959,364	20,961,453	547,605	981,619	95,450,041
2012	79,446,316	23,864,675	484,988	1,064,165	104,860,144
2013	82,593,407	24,695,194	475,162	1,015,651	108,779,414
2014	84,262,722	24,064,857	614,384	1,150,383	110,092,346
2015	82,850,758	23,047,286	656,678	1,291,716	107,846,438
2016	80,400,650	24,595,048	673,135	1,211,569	106,880,402
2017	78,856,965	24,984,470	689,240	1,187,625	105,718,300
2018*	80,541,321	27,500,000	700,000	1,550,000	110,291,321

* Estimate for current year



**RATIO OF ANNUAL DEBT SERVICE EXPENDITURES
FOR GENERAL BONDED DEBT TO TOTAL GENERAL
EXPENDITURES**
LAST TEN FISCAL YEARS

Fiscal Year	Debt Service			General Expenditures	Ratio of Debt Service To General Expenditures
	Principal	Interest	Total Debt Service		
2008	\$ 3,510,000	\$ 3,794,062	\$ 7,304,062	\$ 129,426,472	5.64%
2009	3,660,000	3,671,261	7,331,261	149,958,683	4.89%
2010	3,760,000	3,538,141	7,298,141	137,187,243	5.32%
2011	4,942,070	3,530,237	8,472,307	142,843,651	5.93%
2012	4,430,000	2,169,209	6,599,209	143,444,952	4.60%
2013	3,965,000	1,960,536	5,925,536	142,672,765	4.15%
2014	4,280,000	1,837,099	6,117,099	141,963,383	4.31%
2015	4,420,000	1,691,644	6,111,644	147,375,682	4.15%
2016	4,590,000	1,534,121	6,124,121	142,043,535	4.31%
2017	4,690,000	1,410,930	6,100,930	143,919,630	4.24%

ASSESSED AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN TAX YEARS

Tax Year	Assessed Value					Assessment Ratio	Estimated Actual Value
	Real Property	Less (a) Exemptions	Real Property (Net)	Personal Property	Total (b)		
2008	20,241,889,423	4,416,709,776	15,825,179,647	4,971,316,869	20,796,496,516	100%	25,213,206,292
2009	19,305,377,164	3,053,531,674	16,251,845,490	4,886,199,496	21,138,044,986	100%	24,191,576,660
2010	20,175,815,485	2,904,361,132	17,271,454,353	4,864,011,338	22,135,465,691	100%	25,039,826,823
2011	20,499,976,905	2,819,185,882	17,680,791,023	5,472,265,740	23,153,056,763	100%	25,972,242,645
2012	22,320,153,198	3,198,328,907	19,121,824,291	6,131,164,990	25,252,989,281	100%	28,451,318,188
2013	25,832,370,800	6,667,443,764	19,164,927,036	6,742,185,740	25,907,112,776	100%	32,574,556,540
2014	24,783,401,488	6,385,170,071	18,398,231,417	6,995,371,050	25,393,602,467	100%	31,778,772,538
2015	25,362,781,856	6,399,625,866	18,963,155,990	5,942,276,123	24,905,432,113	100%	31,305,057,979
2016	24,934,838,353	6,033,364,824	18,901,473,529	5,443,263,208	24,344,736,737	100%	30,378,101,561
2017	26,292,511,780	7,709,373,774	18,583,138,006	5,804,730,594	24,387,868,600	100%	32,097,242,374

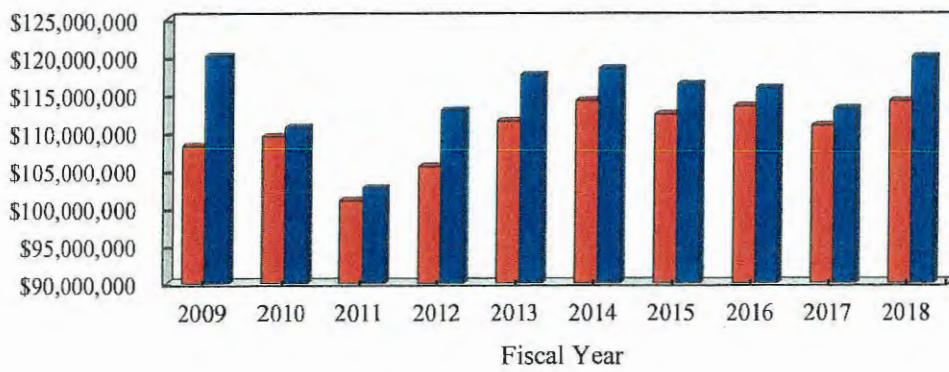
(a) Exemptions are evenly divided between regular homesteads, homestead property of person 65 years or older, veteran, abatements, charitable organizations, agriculture, and pollution control.

(b) Net of exemptions.

GENERAL FUND REVENUES & TRANSFERS
LAST TEN FISCAL YEARS

<u>Fiscal Year</u>	<u>Adjusted Budget</u>	<u>Actual</u>
2009	\$ 108,236,908	\$ 120,044,224
2010	109,494,972	110,681,187
2011	101,016,860	102,643,405
2012	105,517,925	112,903,367
2013	111,504,653	117,560,491
2014	114,209,840	118,381,543
2015	112,399,235	116,326,116
2016	113,455,177	115,827,182
2017	110,906,958	113,123,519
2018	114,110,807	119,935,622 *

General Fund Revenues
 Last Ten Fiscal Years



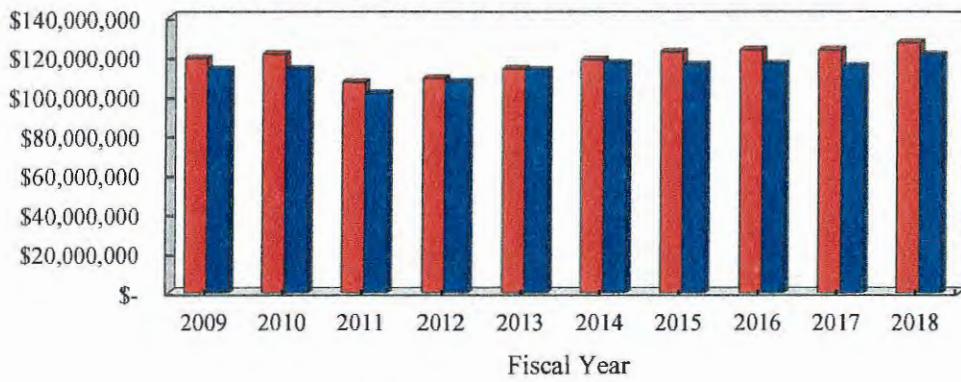
* Estimate for current year.

GENERAL FUND EXPENDITURES & TRANSFERS

LAST TEN FISCAL YEARS

Fiscal Year	Adjusted Budget	Actual
2009	\$ 119,037,978	\$ 113,606,176
2010	121,214,444	113,561,474
2011	107,016,860	101,375,430
2012	109,000,000	107,067,911
2013	113,800,000	113,163,205
2014	118,522,516	116,658,252
2015	122,481,618	115,709,659
2016	123,408,154	116,198,012
2017	123,384,980	115,155,856
2018	127,033,326	120,843,671 *

General Fund Expenditures
Last Ten Fiscal Years



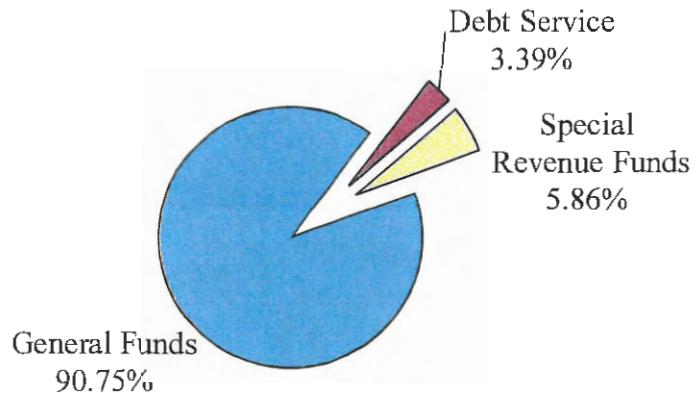
* Estimate for current year.

JEFFERSON COUNTY, TEXAS
ALL FUNDS SUMMARY

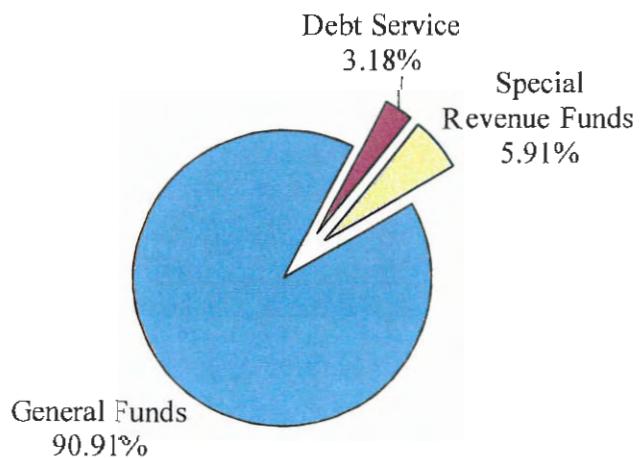
	ACTUAL 2016-2017	ESTIMATED 2017-2018	APPROVED 2018-2019
REVENUES			
Property Taxes	\$ 78,856,965	\$ 80,541,321	\$ 84,107,182
Sales Taxes	26,861,335	29,750,000	26,050,000
Fees	10,943,366	11,546,468	10,745,870
Licenses	437,175	827,918	420,850
Sales, Rentals & Services	2,125,866	1,294,029	1,820,150
Intergovernmental	4,324,829	5,066,002	5,002,929
Fines & Forfeitures	1,905,652	2,719,000	1,875,000
Interest	145,809	348,872	429,064
Miscellaneous	38,263	30,902	27,000
Contributions	240	175	4,075
 Total Revenues	 \$ 125,639,500	 \$ 132,124,687	 \$ 130,482,120
OTHER SOURCES			
Transfers In	671,442	574,839	656,511
 Total Other Sources	 \$ 671,442	 \$ 574,839	 \$ 656,511
 Total Revenues & Other Sources	 \$ 126,310,942	 \$ 132,699,526	 \$ 131,138,631
EXPENDITURES			
General Government	\$ 23,814,709	\$ 23,907,041	\$ 26,131,992
Judicial & Law Enforcement	69,021,422	72,011,391	79,519,236
Education & Recreation	1,167,276	1,182,690	1,326,844
Health & Welfare	10,224,529	10,416,308	11,123,103
Maintenance - Equipment & Structures	11,206,331	12,015,062	13,888,666
Capital Outlay	2,636,935	2,179,406	2,952,164
Debt Service -			
Principal	4,690,000	3,640,000	3,450,000
Interest and Commission	1,410,929	1,264,258	1,158,000
Transaction Fees	4,525	4,965	4,000
 Total Expenditures	 \$ 124,176,656	 \$ 126,621,121	 \$ 139,554,005
OTHER USES			
Transfers Out	\$ 4,055,447	\$ 5,328,388	\$ 4,687,656
Contingency Appropriation	-	-	675,000
 Total Other Uses	 \$ 4,055,447	 \$ 5,328,388	 \$ 5,362,656
 Total Appropriations	 \$ 128,232,103	 \$ 131,949,509	 \$ 144,916,661
BEGINNING FUND BALANCE	\$ 56,270,648	\$ 54,349,487	\$ 55,099,504
ENDING FUND BALANCE	\$ 54,349,487	\$ 55,099,504	\$ 41,321,474
RESERVED FUND BALANCE	1,578,820	1,486,245	1,325,839
ENDING AVAILABLE FUND BALANCE	\$ 52,770,667	\$ 53,613,259	\$ 39,995,635

JEFFERSON COUNTY, TEXAS
ALL FUNDS SUMMARY

FY 2019 - Revenues and Other Sources



FY 2019 - Expenditures and Other Uses





GENERAL FUND

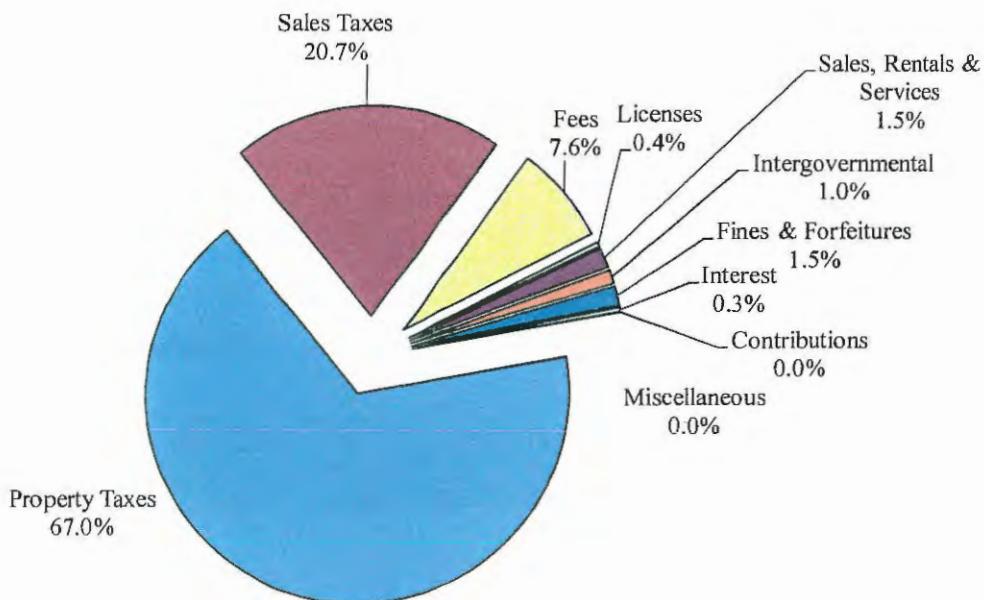
GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
REVENUES			
Property Taxes	\$ 72,669,897	\$ 75,736,848	\$ 79,665,588
Sales Taxes	25,673,710	28,200,000	24,650,000
Fees	9,113,267	9,700,545	9,052,715
Licenses	437,175	827,918	420,850
Sales, Rentals & Services	2,084,504	1,289,029	1,820,150
Intergovernmental	1,310,928	1,970,843	1,238,611
Fines & Forfeitures	1,670,984	1,888,000	1,750,000
Interest	103,334	295,264	382,500
Miscellaneous	33,113	27,000	27,000
Contributions	240	175	175
 Total Revenues	 \$ 113,097,152	 \$ 119,935,622	 \$ 119,007,589
OTHER SOURCES			
Transfers In	\$ 26,367	\$ -	\$ -
 Total Other Sources	 \$ 26,367	 \$ -	 \$ -
 Total Revenues & Other Sources	 \$ 113,123,519	 \$ 119,935,622	 \$ 119,007,589
EXPENDITURES			
General Government	\$ 23,384,063	\$ 23,548,513	\$ 25,617,941
Judicial & Law Enforcement	64,831,922	67,838,605	74,287,317
Education & Recreation	354,673	340,367	432,558
Health & Welfare	10,224,529	10,416,308	11,123,103
Maintenance - Equipment & Structures	11,205,739	12,014,062	13,862,666
Capital Outlay	1,324,962	1,609,569	1,133,047
 Total Expenditures	 \$ 111,325,888	 \$ 115,767,424	 \$ 126,456,632
OTHER USES			
Transfers Out	\$ 3,829,968	\$ 5,076,247	\$ 4,612,656
Contingency Appropriation	-	-	675,000
 Total Other Uses	 \$ 3,829,968	 \$ 5,076,247	 \$ 5,287,656
 Total Appropriations	 \$ 115,155,856	 \$ 120,843,671	 \$ 131,744,288
BEGINNING FUND BALANCE	<u>\$ 47,510,027</u>	<u>\$ 45,477,690</u>	<u>\$ 44,569,641</u>
ENDING FUND BALANCE	<u>\$ 45,477,690</u>	<u>\$ 44,569,641</u>	<u>\$ 31,832,942</u>
RESERVED FUND BALANCE	<u>903,116</u>	<u>903,116</u>	<u>903,116</u>
ENDING AVAILABLE FUND BALANCE	<u>\$ 44,574,574</u>	<u>\$ 43,666,525</u>	<u>\$ 30,929,826</u>

**GENERAL FUND
SUMMARY OF REVENUES**

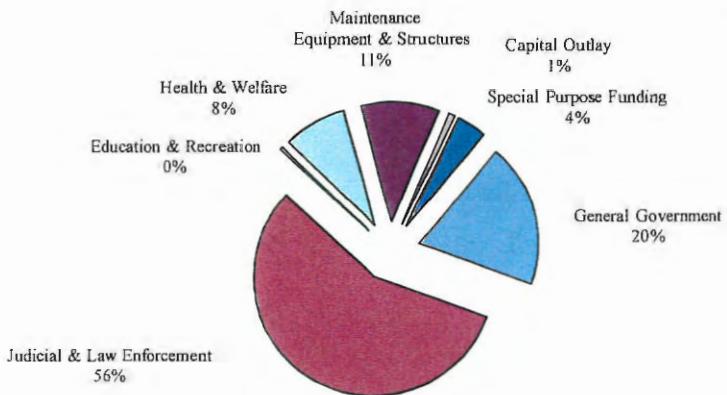
REVENUES	ACTUAL	ESTIMATED	APPROVED
	2016-2017	2017-2018	2018-2019
Property Taxes	\$ 72,669,897	\$ 75,736,848	\$ 79,665,588
Sales Taxes	25,673,710	28,200,000	24,650,000
Fees	9,113,267	9,700,545	9,052,715
Licenses	437,175	827,918	420,850
Sales, Rentals & Services	2,084,504	1,289,029	1,820,150
Intergovernmental	1,310,928	1,970,843	1,238,611
Fines & Forfeitures	1,670,984	1,888,000	1,750,000
Interest	103,334	295,264	382,500
Miscellaneous	33,113	27,000	27,000
Contributions	240	175	175
Total	\$ 113,097,152	\$ 119,935,622	\$ 119,007,589

Approved 2018-2019

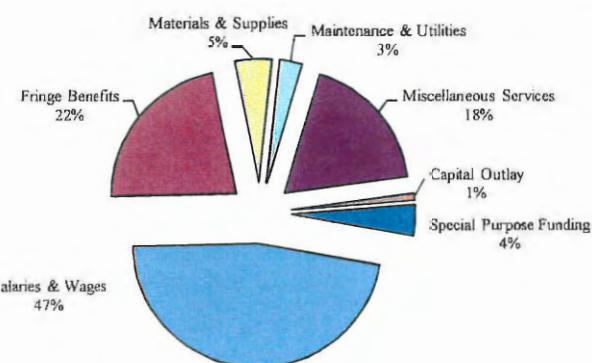


GENERAL FUND
SUMMARY OF EXPENDITURES

<u>Department</u>	<u>APPROVED 2018-2019 BUDGET</u>	<u>% OF TOTAL</u>
General Government	\$ 25,617,941	19.45%
Judicial & Law Enforcement	74,287,317	56.39%
Education & Recreation	432,558	0.33%
Health & Welfare	11,123,103	8.44%
Maintenance - Equipment Structures	13,862,666	10.53%
Capital Outlay	1,133,047	0.86%
Special Purpose Funding	<u>5,287,656</u>	4.01%
 Total	 <u>\$ 131,744,288</u>	 <u>100.01%</u>



<u>Category</u>	<u>APPROVED 2018-2019 BUDGET</u>	<u>% OF TOTAL</u>
Salaries & Wages	\$ 61,787,484	46.90%
Fringe Benefits	29,117,420	22.10%
Materials & Supplies	6,258,266	4.75%
Maintenance & Utilities	3,941,804	2.99%
Miscellaneous Services	24,218,611	18.38%
Capital Outlay	1,133,047	0.86%
Special Purpose Funding	<u>5,287,656</u>	4.01%
 Total	 <u>\$ 131,744,288</u>	 <u>99.99%</u>



GENERAL FUND
SUMMARY OF EXPENDITURES BY DIVISION

<u>Department / Division</u>	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
General Government			
Tax Assessor-Collector	\$ 3,643,893	\$ 3,918,315	\$ 4,174,897
Human Resources	412,573	430,752	460,967
County Auditor	1,325,008	1,316,616	1,568,579
County Clerk	2,061,302	2,185,524	2,394,618
County Judge	805,286	807,718	954,780
Risk Management	242,195	256,545	268,173
County Treasurer	370,849	384,320	408,461
Printing	150,051	154,454	176,944
Purchasing Agent	527,822	553,058	585,517
General Services	11,010,941	10,463,990	11,295,480
Management Information Systems	1,797,754	1,879,515	2,026,705
Voters Registration Department	93,178	146,479	127,337
Elections Department	654,026	749,747	857,362
Veterans Services	<u>289,185</u>	<u>301,480</u>	<u>318,121</u>
Total General Government	<u>\$ 23,384,063</u>	<u>\$ 23,548,513</u>	<u>\$ 25,617,941</u>
Judicial & Law Enforcement			
District Attorney	\$ 6,211,942	\$ 6,504,533	\$ 7,075,198
District Clerk	1,844,569	1,954,700	2,040,426
District Courts	5,161,104	5,213,936	5,260,526
Jury	506,692	511,006	657,877
Justice of the Peace	2,326,007	2,400,673	2,726,362
County Courts at Law	1,737,932	1,764,816	1,894,380
Court Master	379,703	507,266	577,802
Dispute Resolution Center	207,398	220,023	275,782
Juvenile Alternative School	363,703	412,816	433,728
Community Supervision	17,272	18,582	13,232
Sheriff	12,209,247	13,154,604	14,056,690
Crime Laboratory	1,214,322	1,239,540	1,426,809
Jail	25,775,089	26,848,969	29,636,166
Juvenile Probation	1,235,181	1,272,454	1,705,101
Juvenile Detention Home	1,861,683	1,950,088	2,227,119
Constables	2,885,639	3,014,599	3,310,119
County Morgue	<u>894,439</u>	<u>850,000</u>	<u>970,000</u>
Total Judicial & Law Enforcement	<u>\$ 64,831,922</u>	<u>\$ 67,838,605</u>	<u>\$ 74,287,317</u>
Education & Recreation			
Agricultural Extension Service	\$ 354,673	\$ 340,367	\$ 432,558
Total Education & Recreation	<u>\$ 354,673</u>	<u>\$ 340,367</u>	<u>\$ 432,558</u>

GENERAL FUND
SUMMARY OF EXPENDITURES BY DIVISION

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Department / Division</u>			
Health & Welfare			
Health & Welfare Unit 1	\$ 1,186,759	\$ 1,200,430	\$ 1,347,416
Health & Welfare Unit 2	1,122,110	1,164,724	1,327,304
Nurse Practitioner	299,201	312,972	326,697
Child Welfare	106,506	113,536	120,000
Environmental Control	349,179	376,390	418,204
Indigent Medical Service	4,864,419	4,866,652	4,926,459
Mosquito Control	1,979,023	2,055,478	2,254,070
Emergency Management	217,332	226,126	252,953
Tobacco Settlement	<u>100,000</u>	<u>100,000</u>	<u>150,000</u>
Total Health & Welfare	<u>\$ 10,224,529</u>	<u>\$ 10,416,308</u>	<u>\$ 11,123,103</u>
Maintenance - Equipment & Structures			
Courthouse & Annexes	\$ 2,545,540	\$ 2,726,972	\$ 2,877,295
Port Arthur Buildings	683,930	650,077	757,697
Mid-County Buildings	190,163	194,209	223,446
Road & Bridge Pct. #1	1,235,917	1,362,603	1,614,073
Road & Bridge Pct. #2	1,501,933	1,644,332	1,874,352
Road & Bridge Pct. #3	1,526,539	1,687,326	1,942,837
Road & Bridge Pct. #4	1,616,620	1,682,596	2,155,137
Engineering	868,121	908,986	1,063,911
Parks & Recreation	102,589	113,510	213,945
Service Center	<u>934,387</u>	<u>1,043,451</u>	<u>1,139,973</u>
Total Maintenance - Equipment & Structures	<u>\$ 11,205,739</u>	<u>\$ 12,014,062</u>	<u>\$ 13,862,666</u>
Capital Outlay	<u>\$ 1,324,962</u>	<u>\$ 1,609,569</u>	<u>\$ 1,133,047</u>
Special Purpose Funding			
Contingency Appropriation	\$ -	\$ -	\$ 675,000
Transfers Out	<u>3,829,968</u>	<u>5,076,247</u>	<u>4,612,656</u>
Total Special Purpose Funding	<u>\$ 3,829,968</u>	<u>\$ 5,076,247</u>	<u>\$ 5,287,656</u>
Total General Fund Expenditures	<u>\$ 115,155,856</u>	<u>\$ 120,843,671</u>	<u>\$ 131,744,288</u>

GENERAL GOVERNMENT

General Government includes the Tax Assessor-Collector, Human Resources, County Auditor, County Clerk, County Judge, Risk Management, County Treasurer, Printing, Purchasing Agent, General Services, Management Information Systems, and Veterans Services.

Tax Assessor Collector – main duties are to assess and collect property taxes; to issue certificates of title and license plates for motor vehicles and trailers. Elected for a four-year term by the voters of the County.

Human Resources – main duties are to provide staff support services for personnel administration. The personnel administration function includes obtaining qualified applicants to fill various job vacancies, maintaining equitable and competitive compensation practices, providing consultation to all departments on personnel related issues, reviewing and/or resolving employee concerns, grievance and appeals, ensuring compliance with federal and state laws, and developing/interpreting policy.

County Auditor – main duties are to act as the chief financial officer of the County; responsible for substantially all County finance and accounting control functions. Such functions include auditing, accounting systems design, financial planning, financial relations, and payroll.

County Clerk – main duties are to serve as clerk for both Commissioners' Court and County Courts; responsible for filing, indexing, and recording all legal instruments affecting real property titles; recording security instruments, births and deaths, and issuing marriage licenses. Elected for a four-year term by the voters of the County.

County Judge – main duties are: presiding officer of the Commissioners' Court; judge of the Probate Court; handles hearings on admittance to state hospital for the mentally ill and mentally challenged; and is head of civil defense and disaster relief. Elected for a four-year term by the voters of the County.

Risk Management – provides staff support services for benefits and risk administration. The benefits function includes administering the health and dental plan for the County, workers' compensation program, safety program, and retirement program.

County Treasurer – duties include receiving all money collected by the County, investing County revenue, paying and applying County funds as directed by the Commissioners' Court, and signing all County checks. Elected for a four-year term by the voters of the County.

Printing – provides support in the printing of all stationery, court dockets, Comprehensive Annual Financial Report, and the Annual Budget of the County.

Purchasing Agent – responsible for the procurement of goods, materials, and services for all departments and offices of the County. The department recommends award of bids to Commissioners' Court and administers bids and various contracts. The Purchasing Agent is also in charge of reviewing all requisitions, making proper buying decisions and processing purchase orders for same.

General Services – provides accounting control for expenditures of the County that are not allocated to specific departments.

Management Information Systems (M.I.S.) – provides all County departments with computer based systems support. This includes analysis of manual and automated procedures and the feasibility of implementing data and word processing systems. M.I.S. is also the interface between departments and users in the operation of systems. The department is responsible for the ongoing evolution of County-wide data systems.

Voters Registration Department – provides accounting for expenditures associated with the Tax Assessor Collector's responsibility to issue voter registration applications and certificates; and to compile election poll lists.

Elections Department – provides accounting for expenditures associated with the County Clerk's duties to provide general supervisory authority over all elections held within the County.

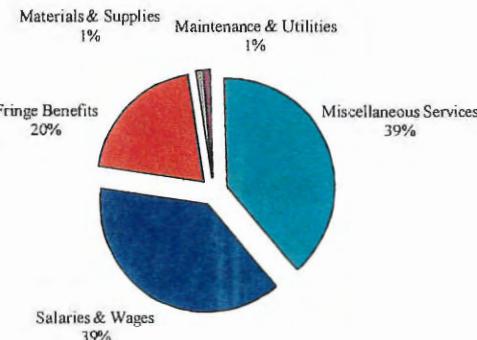
Veterans Services Office – develops and submits claims for benefits to the Department of Veterans Affairs for disability compensation, pension, death pension, medical benefits, burial benefits, insurance, education, home loans, records requests, and various benefits through other government agencies.

**GENERAL GOVERNMENT
DEPARTMENT SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>DEPARTMENTS</u>			
Tax Assessor-Collector	\$ 3,643,893	\$ 3,918,315	\$ 4,174,897
Human Resources	412,573	430,752	460,967
County Auditor	1,325,008	1,316,616	1,568,579
County Clerk	2,061,302	2,185,524	2,394,618
County Judge	805,286	807,718	954,780
Risk Management	242,195	256,545	268,173
County Treasurer	370,849	384,320	408,461
Printing	150,051	154,454	176,944
Purchasing Agent	527,822	553,058	585,517
General Services	11,010,941	10,463,990	11,295,480
Management Information Systems	1,797,754	1,879,515	2,026,705
Voters Registration Department	93,178	146,479	127,337
Elections Department	654,026	749,747	857,362
Veterans Services	289,185	301,480	318,121
Total	\$ 23,384,063	\$ 23,548,513	\$ 25,617,941

APPROPRIATIONS CATEGORY

	<u>APPROVED 2018-2019</u>
Salaries & Wages	\$ 9,838,290
Fringe Benefits	5,191,021
Materials & Supplies	264,435
Maintenance & Utilities	239,358
Miscellaneous Services	10,084,837
Total	\$ 25,617,941



PERSONNEL SUMMARY

	Clerical, Elected Official	Administrative & Fiscal	Law Enforcement	Labor, Trades & Maintenance	Nursing & Public Health	Human & Social Services	Other Un-Classified or Contract	TOTAL
Tax Assessor-Collector	1	54	-	-	-	-	-	55
Human Resources	-	4	-	-	-	-	-	4
County Auditor	-	15	-	-	-	-	-	15
County Clerk	1	30	-	-	-	-	-	31
County Judge	1	6	-	-	-	-	1	8
Risk Management	-	3	-	-	-	-	-	3
County Treasurer	1	3	-	-	-	-	-	4
Printing	-	-	-	1	-	-	-	1
Purchasing Agent	-	6	-	-	-	-	-	6
General Services	4	-	-	-	-	-	-	4
Management Information Systems	-	19	-	-	-	-	-	19
Voters Registration Department	-	1	-	-	-	-	-	1
Elections Department	-	5	-	-	-	-	-	5
Veterans Services	-	2	-	-	-	2	-	4
Total	8	148	-	1	-	2	1	160

**GENERAL GOVERNMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Tax Assessor-Collector</u>			
Salaries & Wages	\$ 2,352,945	\$ 2,495,576	\$ 2,587,417
Fringe Benefits	1,113,880	1,234,076	1,341,709
Materials & Supplies	31,478	37,651	46,650
Maintenance & Utilities	84,033	87,385	107,526
Miscellaneous Services	61,557	63,627	91,595
Total	<u>\$ 3,643,893</u>	<u>\$ 3,918,315</u>	<u>\$ 4,174,897</u>
<u>Human Resources</u>			
Salaries & Wages	\$ 272,410	\$ 282,120	\$ 296,762
Fringe Benefits	112,837	121,044	129,649
Materials & Supplies	2,433	2,312	3,224
Maintenance & Utilities	211	188	1,000
Miscellaneous Services	24,682	25,088	30,332
Total	<u>\$ 412,573</u>	<u>\$ 430,752</u>	<u>\$ 460,967</u>
<u>County Auditor</u>			
Salaries & Wages	\$ 896,442	\$ 876,815	\$ 1,027,445
Fringe Benefits	360,479	366,773	461,534
Materials & Supplies	7,439	8,465	9,600
Maintenance & Utilities	2,683	3,000	3,000
Miscellaneous Services	57,965	61,563	67,000
Total	<u>\$ 1,325,008</u>	<u>\$ 1,316,616</u>	<u>\$ 1,568,579</u>
<u>County Clerk</u>			
Salaries & Wages	\$ 1,347,000	\$ 1,394,604	\$ 1,504,498
Fringe Benefits	634,439	710,700	793,794
Materials & Supplies	20,662	16,142	27,000
Maintenance & Utilities	15,692	16,664	22,000
Miscellaneous Services	43,509	47,414	47,326
Total	<u>\$ 2,061,302</u>	<u>\$ 2,185,524</u>	<u>\$ 2,394,618</u>
<u>County Judge</u>			
Salaries & Wages	\$ 531,210	\$ 522,966	\$ 585,169
Fringe Benefits	240,620	241,104	291,490
Materials & Supplies	4,386	4,503	4,671
Maintenance & Utilities	430	350	1,150
Miscellaneous Services	28,640	38,795	72,300
Total	<u>\$ 805,286</u>	<u>\$ 807,718</u>	<u>\$ 954,780</u>
<u>Risk Management</u>			
Salaries & Wages	\$ 172,774	\$ 180,180	\$ 185,875
Fringe Benefits	64,247	70,620	75,035
Materials & Supplies	1,196	732	1,200
Maintenance & Utilities	1,041	1,351	1,800
Miscellaneous Services	2,937	3,662	4,263
Total	<u>\$ 242,195</u>	<u>\$ 256,545</u>	<u>\$ 268,173</u>

**GENERAL GOVERNMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>County Treasurer</u>			
Salaries & Wages	\$ 237,506	\$ 244,392	\$ 252,018
Fringe Benefits	110,311	118,092	125,767
Materials & Supplies	3,293	3,650	3,650
Maintenance & Utilities	8,646	7,693	12,000
Miscellaneous Services	11,093	10,493	15,026
Total	<u>\$ 370,849</u>	<u>\$ 384,320</u>	<u>\$ 408,461</u>
<u>Printing</u>			
Salaries & Wages	\$ 56,836	\$ 59,964	\$ 62,993
Fringe Benefits	28,676	31,236	33,951
Materials & Supplies	35,783	35,000	40,000
Maintenance & Utilities	-	-	-
Miscellaneous Services	28,756	28,254	40,000
Total	<u>\$ 150,051</u>	<u>\$ 154,454</u>	<u>\$ 176,944</u>
<u>Purchasing Agent</u>			
Salaries & Wages	\$ 339,851	\$ 350,820	\$ 369,653
Fringe Benefits	156,292	169,584	174,056
Materials & Supplies	2,608	3,327	3,150
Maintenance & Utilities	1,421	1,840	1,600
Miscellaneous Services	27,650	27,487	37,058
Total	<u>\$ 527,822</u>	<u>\$ 553,058</u>	<u>\$ 585,517</u>
<u>General Services</u>			
Salaries & Wages	\$ 1,624,033	\$ 974,944	\$ 1,073,855
Fringe Benefits	1,022,159	836,248	902,888
Materials & Supplies	49,125	50,000	55,000
Maintenance & Utilities	-	600	-
Miscellaneous Services	8,315,624	8,602,198	9,263,737
Total	<u>\$ 11,010,941</u>	<u>\$ 10,463,990</u>	<u>\$ 11,295,480</u>
<u>Management Information Systems</u>			
Salaries & Wages	\$ 1,204,911	\$ 1,239,327	\$ 1,321,403
Fringe Benefits	501,606	536,820	592,397
Materials & Supplies	24,099	23,945	30,480
Maintenance & Utilities	47,929	60,250	63,032
Miscellaneous Services	19,209	19,173	19,393
Total	<u>\$ 1,797,754</u>	<u>\$ 1,879,515</u>	<u>\$ 2,026,705</u>
<u>Voters Registration Department</u>			
Salaries & Wages	\$ 55,421	\$ 56,988	\$ 60,961
Fringe Benefits	21,286	22,824	24,744
Materials & Supplies	2,428	8,000	12,500
Maintenance & Utilities	12,943	12,000	15,000
Miscellaneous Services	1,100	46,667	14,132
Total	<u>\$ 93,178</u>	<u>\$ 146,479</u>	<u>\$ 127,337</u>

**GENERAL GOVERNMENT
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>Elections Department</u>			
Salaries & Wages	\$ 268,559	\$ 275,096	\$ 316,471
Fringe Benefits	111,156	121,848	132,199
Materials & Supplies	5,423	22,967	26,000
Maintenance & Utilities	3,291	9,000	10,000
Miscellaneous Services	265,597	320,836	372,692
Total	<u>\$ 654,026</u>	<u>\$ 749,747</u>	<u>\$ 857,362</u>
<u>Veterans Services</u>			
Salaries & Wages	\$ 180,641	\$ 186,582	\$ 193,770
Fringe Benefits	98,024	104,892	111,808
Materials & Supplies	1,308	1,566	1,310
Maintenance & Utilities	549	1,000	1,250
Miscellaneous Services	8,663	7,440	9,983
Total	<u>\$ 289,185</u>	<u>\$ 301,480</u>	<u>\$ 318,121</u>

JUDICIAL & LAW ENFORCEMENT

Judicial & Law Enforcement includes Pre-Trial Release, District Attorney, District Clerk, District Courts, Jury, Justices of the Peace, County Courts at Law, Court Master, Dispute Resolution Center, Juvenile Alternative School, Community Supervision, Sheriff, Crime Laboratory, Jail, Juvenile Correctional Probation, Juvenile Detention Home, Constables, and County Morgue.

District Attorney – responsible for the prosecution of felony and misdemeanor criminal cases in the County; serves as legal advisor to Commissioners' Court and other County officials. Elected for a four-year term by the voters of the County.

District Clerk – duties revolve around the District Courts; specifically serves as legal record keeper for all documents filed in District Courts. Elected for a four-year term by the voters of the County.

District Courts – serve as trial courts of general jurisdiction of Texas. The geographical area served by each court is established by the Legislature, but each County must be served by at least one District Court. District Courts have original jurisdiction in all felony criminal cases, divorce cases, cases involving title to land, election contest cases, civil matters in which the amount in controversy (the amount of money or damages involved) is \$200 or more, and any matters in which jurisdiction is not placed in another trial court. There are eight District Courts in Jefferson County: Criminal, 58th, 60th, 136th, 172nd, 252nd, 279th, and the 317th. Elected for a four-year term by the voters of the County.

Jury – department responsible for expenditures related to selection of the petit and grand juries seated in Jefferson County.

Justice of the Peace – presiding officer over the Justice and Small Claims Court; courts have original jurisdiction in Class C misdemeanor criminal cases, which are less serious minor offenses; courts have jurisdiction over minor civil matters; may issue search or arrest warrants; serve as the coroner in Jefferson County. There are seven Justice of the Peace Courts in Jefferson County. Justices of the Peace are elected for a four-year term by the voters of the County.

County Courts at Law – legal jurisdiction varies considerably and is established by statute, which creates the particular court. The jurisdiction of statutorily created County Courts at Law is concurrent with the jurisdiction of the County and District Courts in the County. There are three County Courts at Law in Jefferson County. Judges are elected for a four-year term by the voters of the County.

Court Master – is allocated all expenditures associated with the Drug Impact Court of Jefferson County.

Dispute Resolution Center – responsible for working with individuals, families, community groups, government agencies, and businesses to assist them in resolving conflict. Through the use of constructive means like mediation and facilitation, the Center has helped in thousands of matters to prevent the need for costly litigation, or escalation to the point of violence.

Sheriff's Office – diversified in its responsibilities by statute. The Sheriff provides security for the Courthouse. The Sheriff is responsible for prisoner transportation. Civil Warrants, Writs of Execution, Levies on and Posting of Property, and the sale of Real Property after foreclosure proceedings are functions which most people associate with the Office of the Sheriff. The Sheriff also oversees the following: The **Juvenile Alternative School** is allocated all expenditures associated with the security of the alternative school. The **Crime Lab** is allocated all expenditures associated with the examination of crime scene evidence in Jefferson County. The **Jail** is allocated all expenditures associated with the operation of the Jefferson County Correctional Facility. Elected for a four-year term by the voters of the County.

Community Supervision – represents maintenance and equipment expenditures mandated by the state to be provided to the Adult Probation Department.

Juvenile Probation and Juvenile Detention Home – represents all operating expenditures for the Jefferson County Juvenile Probation Department and Detention Facility.

Constables – are constitutionally authorized peace officers elected by precinct. While they may perform patrol functions and make criminal investigations, the main duty of most Constables is to serve as executive officer of the Justice of the Peace Courts. Constables serve subpoenas and other papers. Elected for a four-year term by the voters of the County.

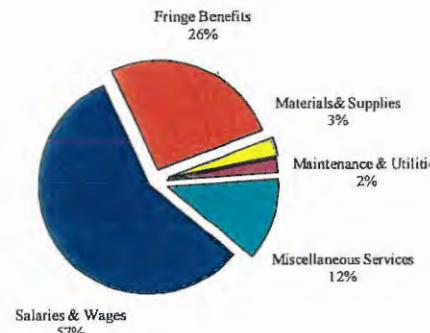
County Morgue – responsible for costs of laboratory and pathological services (autopsies) in Jefferson County.

**JUDICIAL & LAW ENFORCEMENT
DEPARTMENT SUMMARY**

	ACTUAL 2016-2017	ESTIMATED 2017-2018	APPROVED 2018-2019
DEPARTMENTS			
District Attorney	\$ 6,211,942	\$ 6,504,533	\$ 7,075,198
District Clerk	1,844,569	1,954,700	2,040,426
District Courts	5,161,104	5,213,936	5,260,526
Jury	506,692	511,006	657,877
Justice of the Peace	2,326,007	2,400,673	2,726,362
County Courts at Law	1,737,932	1,764,816	1,894,380
Court Master	379,703	507,266	577,802
Dispute Resolution Center	207,398	220,023	275,782
Juvenile Alternative School	363,703	412,816	433,728
Community Supervision	17,272	18,582	13,232
Sheriff	12,209,247	13,154,604	14,056,690
Crime Laboratory	1,214,322	1,239,540	1,426,809
Jail	25,775,089	26,848,969	29,636,166
Juvenile Probation	1,235,181	1,272,454	1,705,101
Juvenile Detention Home	1,861,683	1,950,088	2,227,119
Constables	2,885,639	3,014,599	3,310,119
County Morgue	894,439	850,000	970,000
Total	\$ 64,831,922	\$ 67,838,605	\$ 74,287,317

APPROPRIATIONS CATEGORY

	APPROVED 2018-2019
Salaries & Wages	\$ 42,282,234
Fringe Benefits	19,359,897
Materials & Supplies	2,037,671
Maintenance & Utilities	1,551,627
Miscellaneous Services	9,055,888
Total	\$ 74,287,317



PERSONNEL SUMMARY

	Clerical, Elected Official	Administrative & Fiscal	Law Enforcement	Labor, Trades & Maintenance	Nursing & Public Health	Human & Social Services	Other Unclassified or Contract	TOTAL
District Attorney	1	24	-	-	-	-	36	61
District Clerk	1	26	-	-	-	-	-	27
District Courts	8	18	-	-	-	-	11	37
Jury	-	1	-	-	-	-	1	2
Justice of the Peace	7	21	-	-	-	-	-	28
County Courts at Law	3	9	-	-	-	-	3	15
Court Master	-	3	-	-	-	-	1	4
Dispute Resolution Center	-	-	-	-	-	3	-	3
Juvenile Alternative School	-	-	-	-	-	-	4	4
Sheriff	1	19	12	-	-	-	100	132
Crime Laboratory	-	-	11	-	-	-	-	11
Jail	-	14	3	8	-	-	237	262
Juvenile Probation	-	3	-	-	-	15	-	18
Juvenile Detention Home	-	-	19	-	-	1	-	20
Constables	6	8	-	-	-	-	14	28
County Morgue	-	-	-	-	-	-	-	-
Total	27	146	45	8	-	19	407	652

**JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
District Attorney			
Salaries & Wages	\$ 4,307,188	\$ 4,450,556	\$ 4,752,025
Fringe Benefits	1,714,545	1,871,728	2,088,177
Materials & Supplies	50,905	44,914	57,481
Maintenance & Utilities	11,505	10,752	15,000
Miscellaneous Services	127,799	126,583	162,515
Total	<u>\$ 6,211,942</u>	<u>\$ 6,504,533</u>	<u>\$ 7,075,198</u>
District Clerk			
Salaries & Wages	\$ 1,231,209	\$ 1,255,836	\$ 1,329,572
Fringe Benefits	554,600	599,916	647,959
Materials & Supplies	25,614	27,014	28,410
Maintenance & Utilities	15,945	56,787	19,900
Miscellaneous Services	17,201	15,147	14,585
Total	<u>\$ 1,844,569</u>	<u>\$ 1,954,700</u>	<u>\$ 2,040,426</u>
Criminal District Court			
Salaries & Wages	\$ 470,277	\$ 485,172	\$ 507,917
Fringe Benefits	190,150	208,728	239,407
Materials & Supplies	2,940	3,375	5,555
Maintenance & Utilities	787	992	1,200
Miscellaneous Services	823,935	841,835	802,845
Total	<u>\$ 1,488,089</u>	<u>\$ 1,540,102</u>	<u>\$ 1,556,924</u>
58th District Court			
Salaries & Wages	\$ 191,486	\$ 196,584	\$ 208,449
Fringe Benefits	72,089	76,596	97,609
Materials & Supplies	466	1,000	3,500
Maintenance & Utilities	122	86	150
Miscellaneous Services	5,485	5,201	6,375
Total	<u>\$ 269,648</u>	<u>\$ 279,467</u>	<u>\$ 316,083</u>
60th District Court			
Salaries & Wages	\$ 195,882	\$ 200,976	\$ 206,352
Fringe Benefits	84,949	91,956	97,057
Materials & Supplies	1,318	714	2,000
Maintenance & Utilities	158	124	500
Miscellaneous Services	3,180	4,236	5,271
Total	<u>\$ 285,487</u>	<u>\$ 298,006</u>	<u>\$ 311,180</u>
136th District Court			
Salaries & Wages	\$ 192,502	\$ 194,565	\$ 202,298
Fringe Benefits	88,294	94,646	112,250
Materials & Supplies	1,311	970	1,500
Maintenance & Utilities	2,015	2,079	500
Miscellaneous Services	3,444	4,321	6,302
Total	<u>\$ 287,566</u>	<u>\$ 296,581</u>	<u>\$ 322,850</u>

**JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>172nd District Court</u>			
Salaries & Wages	\$ 194,247	\$ 194,495	\$ 209,048
Fringe Benefits	72,284	77,263	104,658
Materials & Supplies	402	582	1,680
Maintenance & Utilities	224	225	300
Miscellaneous Services	4,551	3,474	6,351
Total	<u>\$ 271,708</u>	<u>\$ 276,039</u>	<u>\$ 322,037</u>
<u>252nd District Court</u>			
Salaries & Wages	\$ 195,371	\$ 202,764	\$ 220,035
Fringe Benefits	81,454	94,560	103,546
Materials & Supplies	3,390	4,010	6,600
Maintenance & Utilities	5,051	3,776	7,500
Miscellaneous Services	1,193,811	1,069,247	834,075
Total	<u>\$ 1,479,077</u>	<u>\$ 1,374,357</u>	<u>\$ 1,171,756</u>
<u>279th District Court</u>			
Salaries & Wages	\$ 157,732	\$ 164,184	\$ 167,837
Fringe Benefits	69,058	74,592	78,927
Materials & Supplies	1,298	1,315	1,750
Maintenance & Utilities	27	100	250
Miscellaneous Services	141,410	169,314	187,375
Total	<u>\$ 369,525</u>	<u>\$ 409,505</u>	<u>\$ 436,139</u>
<u>317th District Court</u>			
Salaries & Wages	\$ 355,149	\$ 364,920	\$ 383,212
Fringe Benefits	132,735	142,860	184,255
Materials & Supplies	620	2,000	2,615
Maintenance & Utilities	23	150	650
Miscellaneous Services	221,477	229,949	252,825
Total	<u>\$ 710,004</u>	<u>\$ 739,879</u>	<u>\$ 823,557</u>
<u>Jury</u>			
Salaries & Wages	\$ 133,215	\$ 137,124	\$ 141,509
Fringe Benefits	55,484	59,568	63,368
Materials & Supplies	8,891	10,148	10,500
Maintenance & Utilities	-	-	-
Miscellaneous Services	309,102	304,166	442,500
Total	<u>\$ 506,692</u>	<u>\$ 511,006</u>	<u>\$ 657,877</u>
<u>J.P. Precinct No. 1 - Place No. 1</u>			
Salaries & Wages	\$ 235,379	\$ 242,892	\$ 258,217
Fringe Benefits	110,564	118,296	126,204
Materials & Supplies	1,485	1,845	2,225
Maintenance & Utilities	1,869	1,826	2,500
Miscellaneous Services	4,883	3,929	6,200
Total	<u>\$ 354,180</u>	<u>\$ 368,788</u>	<u>\$ 395,346</u>

**JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
J.P. Precinct No. 1 - Place No. 2			
Salaries & Wages	\$ 228,639	\$ 224,904	\$ 256,043
Fringe Benefits	109,837	110,148	126,203
Materials & Supplies	2,095	2,121	3,100
Maintenance & Utilities	1,394	1,385	2,400
Miscellaneous Services	5,498	4,678	7,719
Total	\$ 347,463	\$ 343,236	\$ 395,465
J.P. Precinct No. 2			
Salaries & Wages	\$ 193,727	\$ 191,244	\$ 235,074
Fringe Benefits	84,911	88,412	120,683
Materials & Supplies	1,386	3,120	2,550
Maintenance & Utilities	1,439	1,790	1,800
Miscellaneous Services	5,031	2,776	3,900
Total	\$ 286,494	\$ 287,342	\$ 364,007
J.P. Precinct No. 4			
Salaries & Wages	\$ 227,446	\$ 229,824	\$ 256,229
Fringe Benefits	100,922	112,152	124,775
Materials & Supplies	1,606	1,650	2,300
Maintenance & Utilities	2,428	2,639	2,800
Miscellaneous Services	6,020	5,971	8,044
Total	\$ 338,422	\$ 352,236	\$ 394,148
J.P. Precinct No. 6			
Salaries & Wages	\$ 235,195	\$ 231,108	\$ 257,616
Fringe Benefits	107,137	113,628	125,169
Materials & Supplies	2,693	8,525	4,500
Maintenance & Utilities	1,719	1,861	3,100
Miscellaneous Services	4,429	5,371	3,505
Total	\$ 351,173	\$ 360,493	\$ 393,890
J.P. Precinct No. 7			
Salaries & Wages	\$ 217,572	\$ 230,065	\$ 257,028
Fringe Benefits	99,046	106,906	124,995
Materials & Supplies	2,277	3,700	4,834
Maintenance & Utilities	4,053	4,883	6,460
Miscellaneous Services	5,039	4,319	5,530
Total	\$ 327,987	\$ 349,873	\$ 398,847
J.P. Precinct No. 8			
Salaries & Wages	\$ 215,321	\$ 225,800	\$ 257,565
Fringe Benefits	93,535	100,248	112,817
Materials & Supplies	4,650	5,909	6,324
Maintenance & Utilities	1,948	1,588	2,000
Miscellaneous Services	4,834	5,160	5,953
Total	\$ 320,288	\$ 338,705	\$ 384,659

**JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>County Court at Law #1</u>			
Salaries & Wages	\$ 324,958	\$ 329,964	\$ 342,224
Fringe Benefits	127,160	133,920	144,619
Materials & Supplies	506	1,500	2,000
Maintenance & Utilities	115	101	500
Miscellaneous Services	12,405	10,109	10,075
Total	<u>\$ 465,144</u>	<u>\$ 475,594</u>	<u>\$ 499,418</u>
<u>County Court at Law #2</u>			
Salaries & Wages	\$ 368,977	\$ 375,096	\$ 384,147
Fringe Benefits	133,430	139,284	151,205
Materials & Supplies	1,633	2,317	4,400
Maintenance & Utilities	190	167	1,750
Miscellaneous Services	78,931	63,423	101,888
Total	<u>\$ 583,161</u>	<u>\$ 580,287</u>	<u>\$ 643,390</u>
<u>County Court at Law #3</u>			
Salaries & Wages	\$ 450,624	\$ 460,812	\$ 478,608
Fringe Benefits	176,536	185,940	195,700
Materials & Supplies	2,692	2,166	4,250
Maintenance & Utilities	327	253	1,750
Miscellaneous Services	59,448	59,764	71,264
Total	<u>\$ 689,627</u>	<u>\$ 708,935</u>	<u>\$ 751,572</u>
<u>Court Master</u>			
Salaries & Wages	\$ 224,869	\$ 231,444	\$ 239,461
Fringe Benefits	103,002	112,860	120,633
Materials & Supplies	1,676	1,432	4,500
Maintenance & Utilities	298	78	650
Miscellaneous Services	49,858	161,452	212,558
Total	<u>\$ 379,703</u>	<u>\$ 507,266</u>	<u>\$ 577,802</u>
<u>Dispute Resolution Center</u>			
Salaries & Wages	\$ 140,997	\$ 149,760	\$ 167,289
Fringe Benefits	44,134	48,312	85,022
Materials & Supplies	1,185	1,296	1,185
Maintenance & Utilities	326	372	1,000
Miscellaneous Services	20,756	20,283	21,286
Total	<u>\$ 207,398</u>	<u>\$ 220,023</u>	<u>\$ 275,782</u>
<u>Juvenile Alternative School</u>			
Salaries & Wages	\$ 254,990	\$ 287,177	\$ 299,070
Fringe Benefits	104,070	120,600	129,158
Materials & Supplies	3,988	3,599	4,000
Maintenance & Utilities	655	1,440	1,500
Miscellaneous Services	-	-	-
Total	<u>\$ 363,703</u>	<u>\$ 412,816</u>	<u>\$ 433,728</u>

**JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>Community Supervision</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	12,868	13,790	7,940
Maintenance & Utilities	112	500	1,000
Miscellaneous Services	4,292	4,292	4,292
Total	<u>\$ 17,272</u>	<u>\$ 18,582</u>	<u>\$ 13,232</u>
<u>Sheriff</u>			
Salaries & Wages	\$ 8,270,163	\$ 8,795,757	\$ 9,240,988
Fringe Benefits	3,405,659	3,793,387	4,199,612
Materials & Supplies	180,864	192,513	197,074
Maintenance & Utilities	107,341	104,912	109,200
Miscellaneous Services	245,220	268,035	309,816
Total	<u>\$ 12,209,247</u>	<u>\$ 13,154,604</u>	<u>\$ 14,056,690</u>
<u>Crime Laboratory</u>			
Salaries & Wages	\$ 782,731	\$ 774,228	\$ 906,461
Fringe Benefits	293,450	304,807	359,888
Materials & Supplies	54,250	53,761	60,200
Maintenance & Utilities	5,366	7,491	8,000
Miscellaneous Services	78,525	99,253	92,260
Total	<u>\$ 1,214,322</u>	<u>\$ 1,239,540</u>	<u>\$ 1,426,809</u>
<u>Jail</u>			
Salaries & Wages	\$ 14,150,322	\$ 14,116,980	\$ 15,562,995
Fringe Benefits	5,967,554	6,413,350	7,216,771
Materials & Supplies	1,257,428	1,338,997	1,420,000
Maintenance & Utilities	1,111,302	1,102,728	1,151,400
Miscellaneous Services	3,288,483	3,876,914	4,285,000
Total	<u>\$ 25,775,089</u>	<u>\$ 26,848,969</u>	<u>\$ 29,636,166</u>
<u>Juvenile Probation</u>			
Salaries & Wages	\$ 772,418	\$ 796,560	\$ 1,075,187
Fringe Benefits	402,133	400,116	521,416
Materials & Supplies	6,127	7,798	10,414
Maintenance & Utilities	2,887	3,620	4,267
Miscellaneous Services	51,616	64,360	93,817
Total	<u>\$ 1,235,181</u>	<u>\$ 1,272,454</u>	<u>\$ 1,705,101</u>
<u>Juvenile Detention Home</u>			
Salaries & Wages	\$ 1,036,830	\$ 1,105,104	\$ 1,278,659
Fringe Benefits	485,583	506,180	590,817
Materials & Supplies	100,793	102,741	108,956
Maintenance & Utilities	187,193	178,845	180,600
Miscellaneous Services	51,284	57,218	68,087
Total	<u>\$ 1,861,683</u>	<u>\$ 1,950,088</u>	<u>\$ 2,227,119</u>

**JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Constable Precinct No. 1</u>			
Salaries & Wages	\$ 456,171	\$ 494,332	\$ 522,655
Fringe Benefits	201,703	213,192	230,334
Materials & Supplies	22,906	25,943	25,407
Maintenance & Utilities	3,897	3,765	4,900
Miscellaneous Services	17,029	17,744	19,456
Total	<u>\$ 701,706</u>	<u>\$ 754,976</u>	<u>\$ 802,752</u>
<u>Constable Precinct No. 2</u>			
Salaries & Wages	\$ 291,452	\$ 299,964	\$ 324,071
Fringe Benefits	121,388	129,720	142,097
Materials & Supplies	3,573	4,478	9,518
Maintenance & Utilities	361	500	600
Miscellaneous Services	6,187	6,033	9,420
Total	<u>\$ 422,961</u>	<u>\$ 440,695</u>	<u>\$ 485,706</u>
<u>Constable Precinct No. 4</u>			
Salaries & Wages	\$ 276,629	\$ 289,324	\$ 316,958
Fringe Benefits	103,837	117,420	145,312
Materials & Supplies	16,458	6,225	6,595
Maintenance & Utilities	958	965	1,000
Miscellaneous Services	7,069	6,555	7,841
Total	<u>\$ 404,951</u>	<u>\$ 420,489</u>	<u>\$ 477,706</u>
<u>Constable Precinct No. 6</u>			
Salaries & Wages	\$ 376,412	\$ 351,156	\$ 392,009
Fringe Benefits	149,364	150,684	168,310
Materials & Supplies	3,245	7,200	11,108
Maintenance & Utilities	1,092	1,081	2,500
Miscellaneous Services	10,504	11,164	12,189
Total	<u>\$ 540,617</u>	<u>\$ 521,285</u>	<u>\$ 586,116</u>
<u>Constable Precinct No. 7</u>			
Salaries & Wages	\$ 286,162	\$ 305,448	\$ 321,419
Fringe Benefits	101,596	118,800	146,091
Materials & Supplies	5,103	3,314	5,000
Maintenance & Utilities	723	932	1,200
Miscellaneous Services	3,014	3,694	4,669
Total	<u>\$ 396,598</u>	<u>\$ 432,188</u>	<u>\$ 478,379</u>
<u>Constable Precinct No. 8</u>			
Salaries & Wages	\$ 295,202	\$ 305,136	\$ 324,007
Fringe Benefits	112,316	125,028	134,853
Materials & Supplies	3,579	4,778	7,700
Maintenance & Utilities	1,154	1,154	2,800
Miscellaneous Services	6,555	8,870	10,100
Total	<u>\$ 418,806</u>	<u>\$ 444,966</u>	<u>\$ 479,460</u>

JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>County Morgue</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	3,977	10,000	10,000
Miscellaneous Services	890,462	840,000	960,000
Total	<u>\$ 894,439</u>	<u>\$ 850,000</u>	<u>\$ 970,000</u>

EDUCATION & RECREATION

Education and Recreation includes the Agricultural Extension Service of the County.

Agricultural Extension Service – County shares cost with Texas A&M University System to provide expert advice, assistance and training for a wide range of subjects under the 4 areas of family and consumer sciences, urban development, agriculture and natural resources, and 4-H and youth. Some of the subjects are horticulture, nutrition, health and wellness, agriculture awareness, pesticide management, parenting, money management, tourism, sustainable agriculture, youth development, waste management, preservation of nature, and water quality.

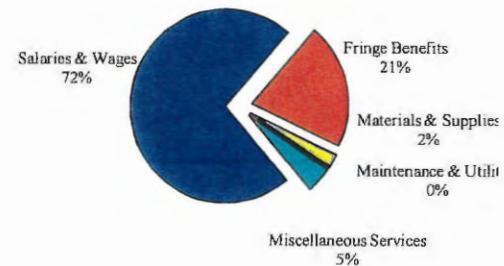
**EDUCATION & RECREATION
DEPARTMENT SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>DEPARTMENTS</u>			
Agricultural Extension Service	\$ 354,673	\$ 340,367	\$ 432,558
Total	<u>\$ 354,673</u>	<u>\$ 340,367</u>	<u>\$ 432,558</u>

**APPROVED
2018-2019**

APPROPRIATIONS CATEGORY

Salaries & Wages	\$ 313,204
Fringe Benefits	90,087
Materials & Supplies	9,274
Maintenance & Utilities	835
Miscellaneous Services	<u>19,158</u>
 Total	 <u>\$ 432,558</u>



PERSONNEL SUMMARY

	Clerical,						Other Un-Classified or Contract	TOTAL
	Elected Official	Administrative & Fiscal	Law Enforcement	Labor, Trades & Maintenance	Nursing & Public Health	Human & Social Services		
Agricultural Extension Service	-	3	-	-	-	-	5	8
Total	-	3	-	-	-	-	5	8

EDUCATION & RECREATION
DIVISION SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Agriculture Extension Service</u>			
Salaries & Wages	\$ 258,416	\$ 247,064	\$ 313,204
Fringe Benefits	75,938	71,092	90,087
Materials & Supplies	5,550	8,407	9,274
Maintenance & Utilities	376	126	835
Miscellaneous Services	14,393	13,678	19,158
Total	\$ 354,673	\$ 340,367	\$ 432,558

HEALTH & WELFARE

Health & Welfare includes Health & Welfare Units 1 and 2, Nurse Practitioner, Child Welfare, Environmental Control, Indigent Medical Service, Mosquito Control, Emergency Management, and Tobacco Settlement.

Health & Welfare Units 1 & 2 – responsible for the public health of all County citizens within the framework of County government. Provides medical care, mental health, and protective services for indigent care individuals and families. Cooperates with other community health providers, concerned citizens, and committed volunteers who help achieve its mission. Unit 1 is located in Beaumont, and Unit 2 is located in Port Arthur.

Nurse Practitioner – responsible for the County's in-house employee health care program. The Nurse Practitioner's primary function is preventive health care for all Jefferson County employees. This includes diagnosis and treatment of employees and their dependents.

Child Welfare – represents allocated expenditures that are associated with the County's support of the child protective services of the State of Texas.

Environmental Control – responsible for an integrated management program with elements designed to safeguard the quality of water supplies, to protect the groundwater resource from non-potable elements and contaminants, minimizing the impact of need residential, commercial and industrial development, and to promote water conservation. Environmental Control also identifies the best means of sewage collection, treatment and disposal; oversees new construction; issues State-mandated permits for industrial waste, sewage treatment plants and large-volume sewage discharges, and inspects and enforces permit conditions.

Indigent Medical Service – represents the expenditures incurred for outside medical and prescription service associated with the indigent population of Jefferson County.

Mosquito Control – represents expenditures associated with the control of mosquitoes in the County. By significantly reducing the mosquito population, the event of epidemic disease from occurring is reduced.

Emergency Management – responsible for the support systems and other statutory functions to help individuals and the community prepare for disasters regardless of the cause.

Tobacco Settlement – represents expenditures for special indigent health related services using tobacco settlement proceeds.

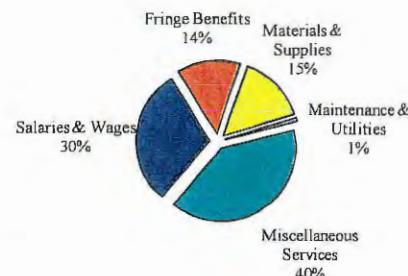
**HEALTH & WELFARE
DEPARTMENT SUMMARY**

<u>DEPARTMENTS</u>	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
Health & Welfare Unit 1	\$ 1,186,759	\$ 1,200,430	\$ 1,347,416
Health & Welfare Unit 2	1,122,110	1,164,724	1,327,304
Nurse Practitioner	299,201	312,972	326,697
Child Welfare	106,506	113,536	120,000
Environmental Control	349,179	376,390	418,204
Indigent Medical Service	4,864,419	4,866,652	4,926,459
Mosquito Control	1,979,023	2,055,478	2,254,070
Emergency Management	217,332	226,126	252,953
Tobacco Settlement	100,000	100,000	150,000
 Total	 <u>\$ 10,224,529</u>	 <u>\$ 10,416,308</u>	 <u>\$ 11,123,103</u>

**APPROVED
2018-2019**

APPROPRIATIONS CATEGORY

Salaries & Wages	\$ 3,335,428
Fringe Benefits	1,539,406
Materials & Supplies	1,689,967
Maintenance & Utilities	95,924
Miscellaneous Services	<u>4,462,378</u>
 Total	 <u>\$ 11,123,103</u>



PERSONNEL SUMMARY

	Clerical, Elected Official	Administrative & Fiscal	Law Enforcement	Labor, Trades & Maintenance	Nursing & Public Health	Human & Social Services	Other Un-Classified or Contract	TOTAL
Health & Welfare Unit 1	-	3	-	1	5	4	-	13
Health & Welfare Unit 2	-	4	-	1	3	4	-	12
Nurse Practitioner	-	-	-	-	3	-	-	3
Environmental Control	-	2	-	-	3	-	-	5
Indigent Medical Services	-	-	-	-	1	-	-	1
Mosquito Control	-	1	-	13	-	-	-	14
Emergency Management	-	-	1	-	-	-	1	2
Tobacco Settlement	-	-	-	-	-	-	-	-
Total	-	10	1	15	15	8	1	50

**HEALTH & WELFARE
DIVISION SUMMARY**

	ACTUAL 2016-2017	ESTIMATED 2017-2018	APPROVED 2018-2019
<u>Health & Welfare Unit 1</u>			
Salaries & Wages	\$ 629,707	\$ 660,366	\$ 733,539
Fringe Benefits	251,683	276,597	327,096
Materials & Supplies	21,950	20,392	22,100
Maintenance & Utilities	3,855	3,935	5,960
Miscellaneous Services	279,564	239,140	258,721
Total	<u>\$ 1,186,759</u>	<u>\$ 1,200,430</u>	<u>\$ 1,347,416</u>
<u>Health & Welfare Unit 2</u>			
Salaries & Wages	\$ 615,006	\$ 648,770	\$ 729,155
Fringe Benefits	288,308	300,305	372,276
Materials & Supplies	19,963	15,568	18,342
Maintenance & Utilities	4,212	3,260	6,169
Miscellaneous Services	194,621	196,821	201,362
Total	<u>\$ 1,122,110</u>	<u>\$ 1,164,724</u>	<u>\$ 1,327,304</u>
<u>Nurse Practitioner</u>			
Salaries & Wages	\$ 186,951	\$ 192,456	\$ 199,158
Fringe Benefits	73,642	78,960	83,995
Materials & Supplies	20,610	23,044	23,012
Maintenance & Utilities	-	-	350
Miscellaneous Services	17,998	18,512	20,182
Total	<u>\$ 299,201</u>	<u>\$ 312,972</u>	<u>\$ 326,697</u>
<u>Child Welfare</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	-	-	-
Materials & Supplies	-	-	-
Maintenance & Utilities	-	-	-
Miscellaneous Services	106,506	113,536	120,000
Total	<u>\$ 106,506</u>	<u>\$ 113,536</u>	<u>\$ 120,000</u>
<u>Environmental Control</u>			
Salaries & Wages	\$ 218,877	\$ 234,804	\$ 259,790
Fringe Benefits	117,567	128,844	142,051
Materials & Supplies	1,997	2,016	2,950
Maintenance & Utilities	2,247	2,016	2,595
Miscellaneous Services	8,491	8,710	10,818
Total	<u>\$ 349,179</u>	<u>\$ 376,390</u>	<u>\$ 418,204</u>
<u>Indigent Medical Service</u>			
Salaries & Wages	\$ 263,411	\$ 262,536	\$ 300,780
Fringe Benefits	79,781	82,584	94,860
Materials & Supplies	860,336	856,532	862,463
Maintenance & Utilities	-	-	-
Miscellaneous Services	3,660,891	3,665,000	3,668,356
Total	<u>\$ 4,864,419</u>	<u>\$ 4,866,652</u>	<u>\$ 4,926,459</u>

**HEALTH & WELFARE
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>Mosquito Control</u>			
Salaries & Wages	\$ 805,786	\$ 808,036	\$ 941,408
Fringe Benefits	357,537	379,124	438,623
Materials & Supplies	733,353	765,918	760,800
Maintenance & Utilities	47,492	68,349	80,650
Miscellaneous Services	34,855	34,051	32,589
Total	<u>\$ 1,979,023</u>	<u>\$ 2,055,478</u>	<u>\$ 2,254,070</u>
<u>Emergency Management</u>			
Salaries & Wages	\$ 160,312	\$ 165,246	\$ 171,598
Fringe Benefits	56,770	60,612	80,505
Materials & Supplies	-	-	300
Maintenance & Utilities	-	18	200
Miscellaneous Services	250	250	350
Total	<u>\$ 217,332</u>	<u>\$ 226,126</u>	<u>\$ 252,953</u>
<u>Tobacco Settlement</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	-	-	-
Materials & Supplies	-	-	-
Maintenance & Utilities	-	-	-
Miscellaneous Services	100,000	100,000	150,000
Total	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 150,000</u>

MAINTENANCE – EQUIPMENT & STRUCTURES

Maintenance – Equipment & Structures includes Courthouse & Annexes, Port Arthur Buildings, Mid-County Buildings, Road & Bridge Precincts, Engineering, Parks & Recreation, and Service Center.

Courthouse & Annexes, Port Arthur Buildings, and Mid-County Buildings – responsible for building services of Jefferson County. These departments direct activities associated with building maintenance and communications. Building Maintenance is responsible for structural maintenance and repair of the County's buildings, including electrical, heating, air conditioning, roofing, and mechanical systems. Communications includes the maintenance of the County's internal telephone system.

Road & Bridge Precincts – represents the expenditures associated with the maintenance of the County roads. There are four Road and Bridge Precincts, which are governed by the elected Commissioner of each precinct. Each Commissioner is elected to a four-year term by the voters of each precinct, and serves with the County Judge to make up the Commissioners' Court.

Engineering – responsible for the acquisition of land and the design and construction of capital improvement projects involving roadways, bridges, drainage systems, and buildings. Engineering updates and maintains the various maps and files of County owned properties and ROW, and manages inter-local agreements for engineering and construction projects. This department provides survey work for the County.

Parks and Recreation – represents expenditures associated with maintenance of the County parks, boat ramps, and beach cleaning.

Service Center – represents expenditures associated with maintenance of all County owned vehicles.

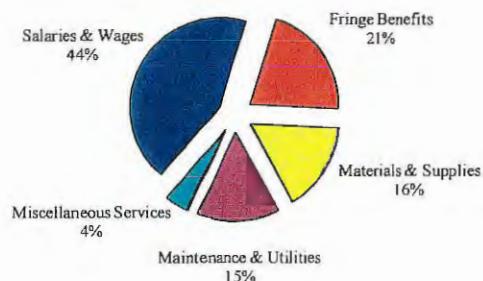
MAINTENANCE - EQUIPMENT & STRUCTURES
DEPARTMENT SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>DEPARTMENTS</u>			
Courthouse & Annexes	\$ 2,545,540	\$ 2,726,972	\$ 2,877,295
Port Arthur Buildings	683,930	650,077	757,697
Mid-County Buildings	190,163	194,209	223,446
Road & Bridge Pct. #1	1,235,917	1,362,603	1,614,073
Road & Bridge Pct. #2	1,501,933	1,644,332	1,874,352
Road & Bridge Pct. #3	1,526,539	1,687,326	1,942,837
Road & Bridge Pct. #4	1,616,620	1,682,596	2,155,137
Engineering	868,121	908,986	1,063,911
Parks & Recreation	102,589	113,510	213,945
Service Center	<u>934,387</u>	<u>1,043,451</u>	<u>1,139,973</u>
Total	<u>\$ 11,205,739</u>	<u>\$ 12,014,062</u>	<u>\$ 13,862,666</u>

APPROVED
2018-2019

APPROPRIATIONS CATEGORY

Salaries & Wages	\$ 6,018,328
Fringe Benefits	2,937,009
Materials & Supplies	2,256,919
Maintenance & Utilities	2,054,060
Miscellaneous Services	<u>596,350</u>
Total	<u>\$ 13,862,666</u>



PERSONNEL SUMMARY

	Elected Official	Clerical, Administrative & Fiscal	Law Enforcement	Labor, Trades & Maintenance	Nursing & Public Health	Human & Social Services	Other Un-Classified or Contract	TOTAL
Courthouse & Annexes	-	2	-	12	-	-	-	14
Port Arthur Buildings	-	1	-	6	-	-	-	7
Mid-County Buildings	-	-	-	1	-	-	-	1
Road & Bridge Pct. #1	1	1	-	11	-	-	-	13
Road & Bridge Pct. #2	1	1	-	14	-	-	-	16
Road & Bridge Pct. #3	1	1	-	14	-	-	-	16
Road & Bridge Pct. #4	1	2	-	14	-	-	1	18
Engineering	-	2	-	8	-	-	-	10
Parks & Recreation	-	-	-	-	-	-	-	-
Service Center	-	-	-	4	-	-	-	4
Total	4	10	-	84	-	-	1	99

**MAINTENANCE - EQUIPMENT & STRUCTURES
DIVISION SUMMARY**

	ACTUAL 2016-2017	ESTIMATED 2017-2018	APPROVED 2018-2019
<u>Courthouse & Annexes</u>			
Salaries & Wages	\$ 559,045	\$ 639,878	\$ 748,531
Fringe Benefits	265,440	317,172	376,462
Materials & Supplies	73,450	78,961	90,500
Maintenance & Utilities	1,308,624	1,350,971	1,307,240
Miscellaneous Services	338,981	339,990	354,562
Total	<u>\$ 2,545,540</u>	<u>\$ 2,726,972</u>	<u>\$ 2,877,295</u>
<u>Port Arthur Buildings</u>			
Salaries & Wages	\$ 341,467	\$ 316,756	\$ 373,859
Fringe Benefits	162,429	151,248	174,069
Materials & Supplies	18,428	12,852	25,404
Maintenance & Utilities	120,675	124,940	135,865
Miscellaneous Services	40,931	44,281	48,500
Total	<u>\$ 683,930</u>	<u>\$ 650,077</u>	<u>\$ 757,697</u>
<u>Mid-County Buildings</u>			
Salaries & Wages	\$ 68,235	\$ 71,412	\$ 78,317
Fringe Benefits	31,427	33,960	37,329
Materials & Supplies	3,898	2,504	3,900
Maintenance & Utilities	60,027	61,262	71,300
Miscellaneous Services	26,576	25,071	32,600
Total	<u>\$ 190,163</u>	<u>\$ 194,209</u>	<u>\$ 223,446</u>
<u>Road & Bridge Pct. #1</u>			
Salaries & Wages	\$ 698,758	\$ 696,348	\$ 812,566
Fringe Benefits	332,945	343,287	404,857
Materials & Supplies	135,243	234,837	313,300
Maintenance & Utilities	43,500	60,016	66,400
Miscellaneous Services	25,471	28,115	16,950
Total	<u>\$ 1,235,917</u>	<u>\$ 1,362,603</u>	<u>\$ 1,614,073</u>
<u>Road & Bridge Pct. #2</u>			
Salaries & Wages	\$ 861,555	\$ 909,444	\$ 979,440
Fringe Benefits	399,899	443,892	484,857
Materials & Supplies	189,971	230,158	321,105
Maintenance & Utilities	41,851	53,521	73,450
Miscellaneous Services	8,657	7,317	15,500
Total	<u>\$ 1,501,933</u>	<u>\$ 1,644,332</u>	<u>\$ 1,874,352</u>
<u>Road & Bridge Pct. #3</u>			
Salaries & Wages	\$ 774,465	\$ 855,788	\$ 959,202
Fringe Benefits	363,881	423,756	485,325
Materials & Supplies	304,196	327,181	388,600
Maintenance & Utilities	71,839	70,793	92,210
Miscellaneous Services	12,158	9,808	17,500
Total	<u>\$ 1,526,539</u>	<u>\$ 1,687,326</u>	<u>\$ 1,942,837</u>

MAINTENANCE - EQUIPMENT & STRUCTURES
DIVISION SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Road & Bridge Pct. #4</u>			
Salaries & Wages	\$ 826,471	\$ 911,147	\$ 1,101,625
Fringe Benefits	361,167	439,420	544,918
Materials & Supplies	267,826	178,933	384,550
Maintenance & Utilities	126,056	120,228	87,125
Miscellaneous Services	35,100	32,868	36,919
Total	<u>\$ 1,616,620</u>	<u>\$ 1,682,596</u>	<u>\$ 2,155,137</u>
<u>Engineering</u>			
Salaries & Wages	\$ 587,361	\$ 610,452	\$ 696,987
Fringe Benefits	243,203	258,682	314,119
Materials & Supplies	21,314	21,269	28,210
Maintenance & Utilities	542	1,087	1,100
Miscellaneous Services	15,701	17,496	23,495
Total	<u>\$ 868,121</u>	<u>\$ 908,986</u>	<u>\$ 1,063,911</u>
<u>Parks & Recreation</u>			
Salaries & Wages	\$ 30,111	\$ 33,702	\$ 41,343
Fringe Benefits	3,291	6,451	10,878
Materials & Supplies	21,481	26,550	74,250
Maintenance & Utilities	34,912	35,983	49,150
Miscellaneous Services	12,794	10,824	38,324
Total	<u>\$ 102,589</u>	<u>\$ 113,510</u>	<u>\$ 213,945</u>
<u>Service Center</u>			
Salaries & Wages	\$ 206,830	\$ 213,240	\$ 226,458
Fringe Benefits	89,973	96,660	104,195
Materials & Supplies	511,792	572,311	627,100
Maintenance & Utilities	119,207	154,302	170,220
Miscellaneous Services	6,585	6,938	12,000
Total	<u>\$ 934,387</u>	<u>\$ 1,043,451</u>	<u>\$ 1,139,973</u>

CAPITAL OUTLAY

Capital Outlay is the detail of all capital equipment purchases approved by Commissioners' Court for the fiscal year. All capital equipment purchases not listed require a budget amendment approved by the Court.

CAPITAL OUTLAY
DEPARTMENT SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>DEPARTMENTS</u>			
Tax Assessor-Collector	\$ -	\$ -	\$ -
Human Resources	3,970	4,500	4,500
County Auditor	50,922	50,000	50,000
County Clerk	-	-	-
County Judge	-	-	-
Risk Management	-	-	-
County Treasurer	-	-	-
Printing	-	-	-
Purchasing Agent	-	-	-
General Services	-	-	-
Management Information Systems	212,464	225,653	236,207
Voters Registration Department	-	-	-
Elections Department	1,343	-	-
Veterans Services	-	-	-
District Attorney	35,491	73,193	21,000
District Clerk	-	612	-
District Courts	-	2,934	6,092
Jury Fund	-	-	-
Justice of the Peace	-	-	-
County Courts at Law	-	-	-
Court Master	-	-	-
Dispute Resolution Center	-	-	-
Juvenile Alternative School	-	-	-
Community Supervision	-	-	-
Sheriff	222,923	173,900	13,500
Crime Laboratory	-	24,926	-
Jail	191,181	149,700	-
Juvenile Probation	-	-	-
Juvenile Detention Home	-	-	-
Constables	119,620	39,730	5,020
County Morgue	-	-	-
Agricultural Extension Service	1,725	2,000	1,800
Health & Welfare Unit 1	1,322	-	-
Health & Welfare Unit 2	1,323	-	-
Nurse Practitioner	-	-	-
Environmental Control	-	18,727	-
Indigent Medical Services	-	-	-
Emergency Management	-	-	-
Mosquito Control	14,984	-	-
Courthouse & Annexes	8,047	146,926	64,778
Port Arthur Buildings	-	17,499	-
Mid-County Buildings	-	6,000	6,000
Road & Bridge Pct. #1	322,094	197,841	278,693
Road & Bridge Pct. #2	14,425	239,877	366,688
Road & Bridge Pct. #3	73,198	107,051	78,769
Road & Bridge Pct. #4	19,363	128,500	-
Engineering	5,319	-	-
Parks & Recreation	-	-	-
Service Center	<u>25,248</u>	<u>-</u>	<u>-</u>
Total Capital Outlay	<u>\$ 1,324,962</u>	<u>\$ 1,609,569</u>	<u>\$ 1,133,047</u>

CAPITAL OUTLAY
DIVISION SUMMARY

County Auditor

120-1013-415-60-02	3 - DESKTOP COMPUTERS	\$ 4,500
		\$ 4,500

County Clerk

120-1014-415-60-01	RESTORATION OF PLATS - PHASE 6TH ALLOCATION	50,000
		50,000

Management Information Systems

120-1025-415-60-02	1 - DELL POWEREDGE R630 SERVER - REPLACE	11,500
120-1025-415-60-02	2 - DELL POWEREDGE R330 SERVERS - REPLACE	14,400
120-1025-415-60-02	2 - DELL STORAGE SERVER (SAN) - REPLACE	42,000
120-1025-415-60-02	BARRACUDA BACKUP APPLIANCE - CLOUD STORAGE - NEW	19,810
120-1025-415-60-02	ALCATEL 10 GB SWITCH (JAIL)-UP BANDWIDTH	21,000
120-1025-415-60-02	ALCATEL 10 GB SWITCH (PA COURTHOUSE)-UP BANDWIDTH	4,008
120-1025-415-60-02	ALCATEL 10 GB SWITCH (H&W II) - UP BANDWIDTH	5,500
120-1025-415-60-02	ALCATEL 10 GB SWITCH (JUV PA) - UP BANDWIDTH	2,435
120-1025-415-60-02	ALCATEL 10 GB SWITCH (ADULT PROB) - UP BANDWIDTH	8,016
120-1025-415-60-02	SAN SUPPORT/MAINTENANCE - RENEWAL	2,800
120-1025-415-60-02	LAPTOP - HIGH END - REPLACE FOR ROUTER/SWITCH	2,245
120-1025-415-60-02	4 - HIGH END COMPUTERS	9,600
120-1025-415-60-02	WIRELESS ACCESS POINTS - NEW - INCREASE NETWORK	2,000
120-1025-415-60-02	CISCO VOIP SWITCH - REPLACE	6,650
120-1025-415-60-02	BATTERIES FOR HIGH END UPS FOR THE PHONE SYSTEM	1,600
120-1025-415-60-53	IBM SOFTWARE SUBSCRIPTION - RENEW	3,000
120-1025-415-60-53	MICRO FOCUS (RUMBA) SITE LICENSE RENEW	1,500
120-1025-415-60-53	HAWKEYE-PATHFINDER - PROGRAMMING AS400 - RENEW	750
120-1025-415-60-53	WATCHGUARD FIREWALL SW SUITE - RENEW	9,500
120-1025-415-60-53	NORTON ANTIVIRUS - 1000 USERS - RENEW	17,600
120-1025-415-60-53	BARRICUDA - BACKUP SERVERS - RENEW	10,100
120-1025-415-60-53	LINOMA GOANYWHERE MAINTENANCE - FTP TRANSFER-RENEW	1,200
120-1025-415-60-53	PREMIUM IMAIL ANTI-VIRUS - EMAIL SERVER - RENEW	2,400
120-1025-415-60-53	PEERNET TIFF IMAGE PRINTER SOFTWARE - SERVER-RENEW	850
120-1025-415-60-53	VMWARE VSOPHERE ENTERPRISE LICENSES - 4 - RENEW	6,750
120-1025-415-60-53	VMWARE VCENTER ENTERPRISE LICENSE - RENEW	1,400
120-1025-415-60-53	RATIONAL DEVELOPER FOR WEBSPHERE - RENEW	650
120-1025-415-60-53	MS VISUAL STUDIO - VB.NET - RENEW	1,400
120-1025-415-60-53	SOLAR WINDS - RENEW	818
120-1025-415-60-53	MS WINDOWS SERVER 2012 UPGRADES - ADD LICENSES	4,460
120-1025-415-60-53	SITEIMPROVE WEB SITE DEVELOPMENT - RENEW	2,900
120-1025-415-60-53	PER-ZIP ADDRESS VERIFICATION - RENEW	2,750
120-1025-415-60-53	PITNEY-BOWES ADDRESS VERIFICATION - RENEW	2,500
120-1025-415-60-53	SPOTLIGHT ON SQL SERVER ENTERPRISE - 2- RENEW	3,840
120-1025-415-60-53	WINDOWS SERVER 2012 DATA CENTER - RENEW	1,600
120-1025-415-60-53	PASSPORT ADVANTAGE - TECHNICAL SUPPORT - RENEW	625
120-1025-415-60-53	WINDOWS10 UPGRADE SOFTWARE - UPGRADE WINDOWS 7 AND XP OS - NEW	6,050
		236,207

District Attorney

120-2030-412-60-02	2 - COMPUTERS	3,000
120-2030-412-60-02	2 - ADOBE ACROBAT PRO	650
120-2030-412-60-02	2 - SURFACE PRO	1,600
120-2030-412-60-02	2 - LAPTOPS	3,750
120-2030-412-60-02	1 - SERVER FOR MORTON ACT COMPLIANCE	12,000
		21,000

136th District Court

120-2035-412-60-01	AUDIO SYSTEM UPGRADE INCLUDING BLUE RAY PLAYER	6,092
		6,092

Sheriff's Office

120-3059-421-60-02	4 - DESKTOP COMPUTERS	6,000
120-3059-421-60-02	5 - LAPTOPS	7,500
		13,500

Constable Pct 2

120-3066-425-60-07	1 - WATCHGUARD 4RE IN-CAR VIDEO & AUDIO SYSTEM	5,020
		5,020

CAPITAL OUTLAY
DIVISION SUMMARY

Agriculture Extension Services

120-4071-461-60-02 3 - COMPUTERS - COST SHARE	1,800	1,800
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Courthouse & Annexes

120-6083-416-60-03 FIRE SPRINKLER SYSTEMS REPAIRS - COURTHOUSE, ANNEX I, AND ANNEX II	26,278	26,278
120-6083-416-60-03 REPLACE POWER UNIT - NEW COURTHOUSE EAST & WEST ELEVATOR	30,000	30,000
120-6083-416-60-03 REPAIRS TO RESTROOM WALLS - OLD COURTHOUSE 1ST & 2ND FLOOR	8,500	8,500
	64,778	64,778

Mid-County Buildings

120-6085-416-60-13 A/C UNIT - JP PCT 4 BUILDING	6,000	6,000
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Road & Bridge Pct. #1

111-0108-431-60-14 SHED FOR TRUCK	5,000	5,000
111-0108-431-60-14 GAS PUMPS AND TANK	90,000	90,000
111-0109-431-60-11 1 - F-750 DUMP TRUCK	80,000	80,000
111-0109-431-60-11 1 - BOMAC PAD FOOT ROLLER	103,693	103,693
	278,693	278,693

Road & Bridge Pct. #2

112-0209-431-60-11 GRADALL	366,688	366,688
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Road & Bridge Pct. #3

113-0309-431-60-11 2 - ZERO TURN MOWERS	24,638	24,638
113-0309-431-60-11 1 - PIPEHUNTER TRAILER CULVERT CLEANER	54,131	54,131
	78,769	78,769

Total Capital Outlay

\$ 1,133,047

SPECIAL PURPOSE FUNDING

Special Purpose Funding is used to account for expenditures that are non-operational or non-departmental in nature. Transfers to other funds include transfers to Special Revenue Funds, Capital Projects Funds, Jack Brooks Regional Airport Enterprise Fund, and to Ford Park Enterprise Fund to provide for improvements and operational expenditures. Contingency Appropriations are also noted here.

**SPECIAL PURPOSE FUNDING
DEPARTMENT SUMMARY**

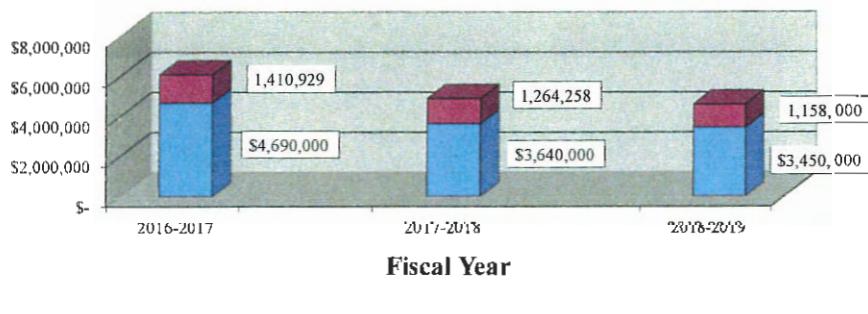
	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>DEPARTMENTS</u>			
Contingency Appropriation			
General Fund	\$ _____	\$ _____	\$ 675,000
Total Contingency Appropriation	\$ _____	\$ _____	\$ 675,000
Transfers Out			
General Fund	\$ 3,829,968	\$ 5,076,247	\$ 4,612,656
Total Transfers Out	<u>\$ 3,829,968</u>	<u>\$ 5,076,247</u>	<u>\$ 4,612,656</u>

DEBT SERVICE

DEBT SERVICE FUND
SUMMARY OF REVENUES AND EXPENDITURES

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
REVENUES			
Property Taxes	\$ 6,187,068	\$ 4,804,473	\$ 4,441,594
Interest	<u>12,551</u>	<u>12,175</u>	<u>10,000</u>
Total Revenues	<u><u>\$ 6,199,619</u></u>	<u><u>\$ 4,816,648</u></u>	<u><u>\$ 4,451,594</u></u>
OTHER SOURCES			
Transfers In	<u>\$ 24,800</u>	<u>\$ 10,221</u>	<u>\$ -</u>
Total Other Sources	<u><u>\$ 24,800</u></u>	<u><u>\$ 10,221</u></u>	<u><u>\$ -</u></u>
Total Revenues & Other Sources	<u><u><u>\$ 6,224,419</u></u></u>	<u><u><u>\$ 4,826,869</u></u></u>	<u><u><u>\$ 4,451,594</u></u></u>
EXPENDITURES			
Principal Payments	\$ 4,690,000	\$ 3,640,000	\$ 3,450,000
Interest Payments	1,410,929	1,264,258	1,158,000
Transaction Fees	<u>4,525</u>	<u>4,965</u>	<u>4,000</u>
Total Expenditures	<u><u>\$ 6,105,454</u></u>	<u><u>\$ 4,909,223</u></u>	<u><u>\$ 4,612,000</u></u>
OTHER USES			
Transfers Out	<u>\$ 24,800</u>	<u>\$ 10,221</u>	<u>\$ -</u>
Total Other Uses	<u><u>\$ 24,800</u></u>	<u><u>\$ 10,221</u></u>	<u><u>\$ -</u></u>
Total Appropriations	<u><u><u>\$ 6,130,254</u></u></u>	<u><u><u>\$ 4,919,444</u></u></u>	<u><u><u>\$ 4,612,000</u></u></u>
BEGINNING FUND BALANCE	<u><u>\$ 581,539</u></u>	<u><u>\$ 675,704</u></u>	<u><u>\$ 583,129</u></u>
ENDING FUND BALANCE	<u><u>\$ 675,704</u></u>	<u><u>\$ 583,129</u></u>	<u><u>\$ 422,723</u></u>
RESERVED FOR DEBT SERVICE	<u><u><u>\$ 675,704</u></u></u>	<u><u><u>\$ 583,129</u></u></u>	<u><u><u>\$ 422,723</u></u></u>

Principal & Interest Payments



DEBT SERVICE FUND
SUMMARY OF ANNUAL DEBT SERVICE REQUIREMENTS

<u>FISCAL YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2019	\$ 3,450,000	\$ 1,158,000	\$ 4,608,000
2020	3,620,000	1,020,000	4,640,000
2021	3,745,000	857,700	4,602,700
2022	3,965,000	670,450	4,635,450
2023	4,170,000	472,200	4,642,200
2024	4,325,000	263,700	4,588,700
2025	4,465,000	133,950	4,598,950
	<u>\$ 27,740,000</u>	<u>\$ 4,576,000</u>	<u>\$ 32,316,000</u>

**DEBT SERVICE FUND
SUMMARY OF TOTAL INDEBTEDNESS**

ISSUE	MATURITY DATE	ORIGINAL ISSUE	MATURITIES	OUTSTANDING 10/1/2017
2012 Refunding - General Obligation	2025	\$ 47,305,000	\$ 19,565,000	\$ 27,740,000
Total				<u>\$ 27,740,000</u>

COMPUTATION OF LEGAL DEBT MARGIN

Assessed Value of Real Property	<u>\$ 17,937,520,230</u>
Assessed Value of All Taxable Property	<u>\$ 24,317,956,927</u>

**Bonds Issued Under Article III,
Section 52 of the Texas Constitution:**

The County is authorized under Article III, Section 52 of the State Constitution to issue bonds payable from ad valorem taxes for the construction and maintenance of roads. There is no constitutional or statutory limit as to the rate on bonds issued pursuant to such constitutional provision. However, the amount of bonds which may be issued is limited to 25% of the assessed valuation of real property in the County.

Debt Limit, 25% of Real Property Assessed Value	<u>\$ 4,484,380,058</u>
Amount of Debt Applicable to Constitutional Debt Limit:	
Total Bonded Applicable Debt	<u>\$ 27,740,000</u>
Less Amount Available in Debt Service Fund	<u>583,129</u> <u>27,156,871</u>

**LEGAL DEBT MARGIN, BONDS ISSUED
UNDER ARTICLE III, SECTION 52
OF THE TEXAS CONSTITUTION**

\$ 4,457,223,187

Bonds Issued Under Article VIII, Section 9:

In addition to unlimited tax bonds, the County may issue statutorily authorized bonds payable from the proceeds of a limited ad valorem tax provided for in Article VII, Section 9 of the State Constitution. Such constitutional provision provides that a County is limited to an ad valorem tax rate of \$0.80 per \$100 of assessed valuation for general fund, permanent improvement fund, road and bridge fund, and jury fund purposes.

Certain of the County's bonds payable from such limited tax may be issued under the provisions of Government Code 1301.003 (c). The principal amount of all bonds which may be issued under the provision of such Code is limited in the aggregate to 5% of the assessed valuation. The debt limit under Government Code 1301.003 (c) is approximately \$1,215,897,846 compared to applicable bonds outstanding at October 1, 2018 of \$27,740,000.

DEBT SERVICE FUND
SCHEDULE OF CURRENT DEBT SERVICE REQUIREMENTS

ISSUE	BALANCE OUTSTANDING				BALANCE OUTSTANDING	
	10/1/2018	PRINCIPAL	INTEREST	FEES	TOTAL	10/1/2019
2012 Refunding - General Obligation	\$ 27,740,000	\$ 3,450,000	\$ 1,158,000	\$ 4,000	\$ 4,612,000	\$ 24,290,000
	<u>\$ 27,740,000</u>	<u>\$ 3,450,000</u>	<u>\$ 1,158,000</u>	<u>\$ 4,000</u>	<u>\$ 4,612,000</u>	<u>\$ 24,290,000</u>

SPECIAL REVENUE FUNDS

SPECIAL REVENUE FUNDS
SUMMARY OF REVENUES AND EXPENDITURES

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
REVENUES			
Sales Taxes	\$ 1,187,625	\$ 1,550,000	\$ 1,400,000
Fees	1,830,099	1,845,923	1,693,155
Sales, Rentals & Services	41,362	5,000	-
Intergovernmental	3,013,901	3,095,159	3,764,318
Fines & Forfeitures	234,668	831,000	125,000
Interest	29,924	41,433	36,564
Contributions	5,150	3,902	3,900
 Total Revenues	 \$ 6,342,729	 \$ 7,372,417	 \$ 7,022,937
OTHER SOURCES			
Transfers In	\$ 620,275	\$ 564,618	\$ 656,511
 Total Other Sources	 \$ 620,275	 \$ 564,618	 \$ 656,511
 Total Revenues & Other Sources	 \$ 6,963,004	 \$ 7,937,035	 \$ 7,679,448
EXPENDITURES			
General Government	\$ 430,646	\$ 358,528	\$ 514,051
Judicial & Law Enforcement	4,189,500	4,172,786	5,231,919
Education & Recreation	812,603	842,323	894,286
Maintenance - Equipment & Structures	592	1,000	26,000
Capital Outlay	1,311,973	569,837	1,819,117
 Total Expenditures	 \$ 6,745,314	 \$ 5,944,474	 \$ 8,485,373
OTHER USES			
Transfers Out	\$ 200,679	\$ 241,920	\$ 75,000
 Total Other Uses	 \$ 200,679	 \$ 241,920	 \$ 75,000
 Total Appropriations	 \$ 6,945,993	 \$ 6,186,394	 \$ 8,560,373
BEGINNING FUND BALANCE	\$ 8,179,082	\$ 8,196,093	\$ 9,946,734
ENDING AVAILABLE FUND BALANCE	\$ 8,196,093	\$ 9,946,734	\$ 9,065,809

SPECIAL REVENUE FUNDS
SUMMARY OF EXPENDITURES BY DIVISION

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Department / Division</u>			
General Government			
County Clerk - Records Management	\$ 225,725	\$ 145,039	\$ 147,273
County Clerk - Records Archive	177,643	183,717	297,004
County Records Management	27,278	29,772	41,307
Tax Office Auto Dealer	-	-	28,467
Total General Government	\$ 430,646	\$ 358,528	\$ 514,051
Judicial & Law Enforcement			
Breath Alcohol Testing	\$ 6,202	\$ 15,110	\$ 13,020
Security Fee	728,506	552,598	693,093
DWI Pretrial Division	48,113	44,472	49,219
Misdemeanor Pretrial	33,703	25,107	47,929
Veteran's Pretrial	-	-	1,500
Law Officer Training	26,618	21,537	46,200
SCAAP Grant	-	-	-
D.A.R.E. Contributions	6,677	6,677	8,300
Family Protection Fee Fund	15,000	15,000	15,000
Deputy Sheriff Education	19,325	25,000	25,000
Constable Pct 1 - Education	-	-	500
Constable Pct 2 - Education	1,356	750	1,500
Constable Pct 4 - Education	306	150	1,000
Constable Pct 6 - Education	-	-	1,800
Constable Pct 7 - Education	743	-	1,000
Constable Pct 8 - Education	-	2,000	3,564
J.P. Courtroom Technology Fee	3,333	3,500	20,000
District Clerk - Records Management	12,420	12,454	16,497
Justice Court Building Security	-	-	-
Child Abuse Prevention	-	-	500
D.A.'s Forfeiture	75,390	73,259	137,000
Sheriffs Forfeiture	149,613	193,322	213,300
D.A.'s Hot Check	6,090	4,127	37,000
Guardianship Fee	2,000	5,000	20,000
Juvenile Delinquency Prevention	13,980	-	-
County & District Court Technology Fund	3,085	3,000	4,000
District Court Records Technology Fund	44,373	24,285	25,145
Marine Division	1,944,514	2,023,621	2,586,646
ASAP - Constable Pct 8	776,648	830,729	939,799
Sheriff - Spindletop Grant	182,201	197,572	323,407
Sheriff - Spindletop Mental	89,304	93,516	-
Total Judicial & Law Enforcement	\$ 4,189,500	\$ 4,172,786	\$ 5,231,919
Education & Recreation			
Law Library	\$ 3,344	\$ 2,872	\$ 2,873
Hotel Occupancy Tax	809,259	839,451	891,413
Total Education & Recreation	\$ 812,603	\$ 842,323	\$ 894,286
Maintenance - Equipment & Structures			
Lateral Road - Precinct 1	\$ -	\$ -	\$ 18,000
Lateral Road - Precinct 2	-	-	-
Lateral Road - Precinct 3	-	-	-

SPECIAL REVENUE FUNDS
SUMMARY OF EXPENDITURES BY DIVISION

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
Lateral Road - Precinct 4	592	1,000	8,000
	\$ 592	\$ 1,000	\$ 26,000
Capital Outlay	<u>\$ 1,311,973</u>	<u>\$ 569,837</u>	<u>\$ 1,819,117</u>
Special Purpose Funding			
Transfers Out	\$ 200,679	\$ 241,920	\$ 75,000
	\$ 200,679	\$ 241,920	\$ 75,000
Total Special Fund Expenditures	<u>\$ 6,945,993</u>	<u>\$ 6,186,394</u>	<u>\$ 8,560,373</u>

SPECIAL REVENUE FUNDS
SUMMARY OF CHANGES IN FUND BALANCE BY FUND

	ESTIMATED BALANCE 10/1/2018	REVENUES	EXPENDITURES	PROPOSED BALANCE 9/30/2019
Lateral Road - Precinct 1	\$ 41,308	7,641	18,000	\$ 30,949
Lateral Road - Precinct 2	82,497	7,433	50,000	39,930
Lateral Road - Precinct 3	226,021	7,628	-	233,649
Lateral Road - Precinct 4	26,376	8,431	8,000	26,807
Breath Alcohol Testing	18,525	6,120	13,020	11,625
Security Fee	120,721	669,000	733,093	56,628
Law Library	905	53,000	52,873	1,032
DWI Pretrial Division	279,540	87,700	49,219	318,021
Misdemeanor Pretrial	33,479	35,030	47,929	20,580
Veteran's Pretrial	2,463	762	1,500	1,725
Law Officer Training	368,144	26,500	196,200	198,444
County Clerk - Records Management	1,350,402	405,700	147,273	1,608,829
County Clerk - Records Archive	1,309,109	405,400	297,004	1,417,505
SCAAP Grant	8,390	-	8,300	90
County Records Management	763,987	124,100	104,107	783,980
D.A.R.E. Contributions	11,335	3,945	8,300	6,980
Family Protection Fee Fund	15,011	15,015	15,000	15,026
Deputy Sheriff Education	14,148	23,015	25,000	12,163
Constable Pct. 1 - Education	3,363	962	500	3,825
Constable Pct. 2 - Education	1,092	785	1,500	377
Constable Pct. 4 - Education	4,921	800	1,000	4,721
Constable Pct. 6 - Education	2,291	781	1,800	1,272
Constable Pct. 7 - Education	5,364	799	1,000	5,163
Constable Pct. 8 - Education	7,176	805	3,564	4,417
Tax Office Auto Dealer	182,585	8,000	98,467	92,118
J.P. Courtroom Technology Fee	607,905	41,000	60,000	588,905
Hotel Occupancy Tax	2,129,898	1,406,000	1,478,625	2,057,273
District Clerk - Records Management	12,297	16,030	16,497	11,830
Justice Court Building Security	125,583	10,100	50,000	85,683
Child Abuse Prevention	13,251	2,060	500	14,811
D.A.'s Forfeiture	547,610	100,750	152,000	496,360
Sheriff's Forfeiture	1,156,609	101,750	788,300	470,059
D.A.'s Hot Check	77,247	9,000	37,000	49,247
Guardianship Fee	265,153	27,350	20,000	272,503
Juvenile Delinquency Prevention	-	-	-	-
County & District Court Technology Fund	15,659	6,090	19,000	2,749
District Court Records Technology Fund	30,427	30,075	25,145	35,357
Marine Division	-	2,767,451	2,767,451	-
ASAP - Constable Pct 8	-	939,799	939,799	-
Sheriff - Spindletop Grant	85,942	322,641	323,407	85,176
Sheriff - Spindletop Mental	-	-	-	-
Total	\$ 9,946,734	\$ 7,679,448	\$ 8,560,373	\$ 9,065,809

**SPECIAL REVENUE FUNDS - GENERAL GOVERNMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>County Clerk - Records Management</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	3,542	5,500	6,500
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	222,183	139,539	140,773
Total	<u>\$ 225,725</u>	<u>\$ 145,039</u>	<u>\$ 147,273</u>
<u>County Clerk - Records Archive</u>			
Salaries & Wages	\$ 22,505	\$ 23,476	\$ 79,956
Fringe Benefits	3,879	4,248	36,048
Materials & Supplies	4,585	5,993	6,000
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	146,674	150,000	175,000
Total	<u>\$ 177,643</u>	<u>\$ 183,717</u>	<u>\$ 297,004</u>
<u>County Records Management</u>			
Salaries & Wages	\$ 18,707	\$ 19,284	\$ 23,440
Fringe Benefits	4,667	4,980	6,167
Materials & Supplies	996	1,561	3,250
Maintenance & Utilities	40	25	100
Miscellaneous Services	2,868	3,922	8,350
Total	<u>\$ 27,278</u>	<u>\$ 29,772</u>	<u>\$ 41,307</u>
<u>Tax Office Auto Dealer</u>			
Salaries & Wages	\$ -	\$ -	\$ 4,328
Fringe Benefits	- -	- -	1,139
Materials & Supplies	- -	- -	10,000
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	- -	- -	13,000
Total	<u>\$ - -</u>	<u>\$ - -</u>	<u>\$ 28,467</u>

**SPECIAL REVENUE FUNDS - JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>Breath Alcohol Testing</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- - - - -	- - - - -	- - - - -
Materials & Supplies	147	1,500	5,000
Maintenance & Utilities	-	-	-
Miscellaneous Services	6,055	13,610	8,020
Total	<u>\$ 6,202</u>	<u>\$ 15,110</u>	<u>\$ 13,020</u>
<u>Security Fee</u>			
Salaries & Wages	\$ 546,538	\$ 418,492	\$ 512,846
Fringe Benefits	165,699	132,206	170,398
Materials & Supplies	16,269	1,900	9,849
Maintenance & Utilities	-	-	-
Miscellaneous Services	-	-	-
Total	<u>\$ 728,506</u>	<u>\$ 552,598</u>	<u>\$ 693,093</u>
<u>DWI Pretrial Diversion</u>			
Salaries & Wages	\$ 32,608	\$ 29,196	\$ 30,270
Fringe Benefits	15,505	15,276	16,349
Materials & Supplies	-	-	2,600
Maintenance & Utilities	-	-	-
Miscellaneous Services	-	-	-
Total	<u>\$ 48,113</u>	<u>\$ 44,472</u>	<u>\$ 49,219</u>
<u>Misdemeanor Pretrial</u>			
Salaries & Wages	\$ 20,985	\$ 16,017	\$ 30,120
Fringe Benefits	12,718	9,090	16,309
Materials & Supplies	-	-	1,500
Maintenance & Utilities	-	-	-
Miscellaneous Services	-	-	-
Total	<u>\$ 33,703</u>	<u>\$ 25,107</u>	<u>\$ 47,929</u>
<u>Veteran's Pretrial Diversion</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	-	-	-
Materials & Supplies	-	-	1,500
Maintenance & Utilities	-	-	-
Miscellaneous Services	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500</u>
<u>Law Officer Training</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	-	-	-
Materials & Supplies	21,618	16,537	35,200
Maintenance & Utilities	-	-	-
Miscellaneous Services	5,000	5,000	11,000
Total	<u>\$ 26,618</u>	<u>\$ 21,537</u>	<u>\$ 46,200</u>

**SPECIAL REVENUE FUNDS - JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>D.A.R.E. Contributions</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	6,677	6,677	8,300
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	- -	- -	- -
Total	<u><u>\$ 6,677</u></u>	<u><u>\$ 6,677</u></u>	<u><u>\$ 8,300</u></u>
<u>Family Protection Fee Fund</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	15,000	15,000	15,000
Total	<u><u>\$ 15,000</u></u>	<u><u>\$ 15,000</u></u>	<u><u>\$ 15,000</u></u>
<u>Deputy Sheriff Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	19,325	25,000	25,000
Total	<u><u>\$ 19,325</u></u>	<u><u>\$ 25,000</u></u>	<u><u>\$ 25,000</u></u>
<u>Constable Pct 1 - Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	- -	- -	500
Total	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 500</u></u>
<u>Constable Pct 2 - Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	1,356	750	1,500
Total	<u><u>\$ 1,356</u></u>	<u><u>\$ 750</u></u>	<u><u>\$ 1,500</u></u>
<u>Constable Pct 4 - Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	306	150	1,000
Total	<u><u>\$ 306</u></u>	<u><u>\$ 150</u></u>	<u><u>\$ 1,000</u></u>

**SPECIAL REVENUE FUNDS - JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Constable Pct 6 - Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Materials & Supplies	\$ -	\$ -	\$ -
Maintenance & Utilities	\$ -	\$ -	\$ -
Miscellaneous Services	\$ -	\$ -	\$ 1,800
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,800</u>
<u>Constable Pct 7 - Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Materials & Supplies	\$ -	\$ -	\$ -
Maintenance & Utilities	\$ -	\$ -	\$ -
Miscellaneous Services	\$ 743	\$ -	\$ 1,000
Total	<u>\$ 743</u>	<u>\$ -</u>	<u>\$ 1,000</u>
<u>Constable Pct 8 - Education</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Materials & Supplies	\$ -	\$ -	\$ -
Maintenance & Utilities	\$ -	\$ -	\$ -
Miscellaneous Services	\$ -	\$ 2,000	\$ 3,564
Total	<u>\$ -</u>	<u>\$ 2,000</u>	<u>\$ 3,564</u>
<u>J.P. Courtroom Technology Fee</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Materials & Supplies	\$ -	\$ -	\$ -
Maintenance & Utilities	\$ -	\$ -	\$ -
Miscellaneous Services	\$ 3,333	\$ 3,500	\$ 20,000
Total	<u>\$ 3,333</u>	<u>\$ 3,500</u>	<u>\$ 20,000</u>
<u>District Clerk - Records Management</u>			
Salaries & Wages	\$ 8,224	\$ 8,196	\$ 11,362
Fringe Benefits	\$ 2,050	\$ 2,112	\$ 2,989
Materials & Supplies	\$ -	\$ -	\$ -
Maintenance & Utilities	\$ -	\$ -	\$ -
Miscellaneous Services	\$ 2,146	\$ 2,146	\$ 2,146
Total	<u>\$ 12,420</u>	<u>\$ 12,454</u>	<u>\$ 16,497</u>
<u>Justice Court Building Security</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -
Materials & Supplies	\$ -	\$ -	\$ -
Maintenance & Utilities	\$ -	\$ -	\$ -
Miscellaneous Services	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**SPECIAL REVENUE FUNDS - JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	<u>ACTUAL 2016-2017</u>	<u>ESTIMATED 2017-2018</u>	<u>APPROVED 2018-2019</u>
<u>Child Abuse Prevention</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- - -	- - -	- - -
Materials & Supplies	- - -	- - -	- - -
Maintenance & Utilities	- - -	- - -	- - -
Miscellaneous Services	- - -	- - -	500
Total	<u>\$ - - -</u>	<u>\$ - - -</u>	<u>\$ 500</u>
<u>D.A. Forfeiture</u>			
Salaries & Wages	\$ 67,679	\$ 60,000	\$ 120,000
Fringe Benefits	- 204	- 204	- - -
Materials & Supplies	- - -	- - -	- - -
Maintenance & Utilities	7,711	5,560	10,000
Miscellaneous Services	- 7,495	- 7,495	7,000
Total	<u>\$ 75,390</u>	<u>\$ 73,259</u>	<u>\$ 137,000</u>
<u>Sheriff's Forfeiture</u>			
Salaries & Wages	\$ - - -	\$ - - -	\$ - - -
Fringe Benefits	- - -	- - -	- - -
Materials & Supplies	33,431	20,827	48,600
Maintenance & Utilities	68,977	64,301	80,000
Miscellaneous Services	47,205	108,194	84,700
Total	<u>\$ 149,613</u>	<u>\$ 193,322</u>	<u>\$ 213,300</u>
<u>D.A.'s Hot Check</u>			
Salaries & Wages	\$ 2,357	\$ - - -	\$ 30,000
Fringe Benefits	- - -	- - -	- - -
Materials & Supplies	174	- - -	3,000
Maintenance & Utilities	- - -	- - -	1,000
Miscellaneous Services	3,559	4,127	3,000
Total	<u>\$ 6,090</u>	<u>\$ 4,127</u>	<u>\$ 37,000</u>
<u>Guardianship Fee</u>			
Salaries & Wages	\$ - - -	\$ - - -	\$ - - -
Fringe Benefits	- - -	- - -	- - -
Materials & Supplies	- - -	- - -	- - -
Maintenance & Utilities	- - -	- - -	- - -
Miscellaneous Services	2,000	5,000	20,000
Total	<u>\$ 2,000</u>	<u>\$ 5,000</u>	<u>\$ 20,000</u>
<u>Juvenile Delinquency Prevention</u>			
Salaries & Wages	\$ - - -	\$ - - -	\$ - - -
Fringe Benefits	- - -	- - -	- - -
Materials & Supplies	13,980	- - -	- - -
Maintenance & Utilities	- - -	- - -	- - -
Miscellaneous Services	- - -	- - -	- - -
Total	<u>\$ 13,980</u>	<u>\$ - - -</u>	<u>\$ - - -</u>

**SPECIAL REVENUE FUNDS - JUDICIAL & LAW ENFORCEMENT
DIVISION SUMMARY**

	ACTUAL 2016-2017	ESTIMATED 2017-2018	APPROVED 2018-2019
County & District Court Technology Fund			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	- -	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	3,085	3,000	4,000
Total	\$ 3,085	\$ 3,000	\$ 4,000
District Court Records Technology Fund			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	8,284	200	910
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	36,089	24,085	24,235
Total	\$ 44,373	\$ 24,285	\$ 25,145
Marine Division			
Salaries & Wages	\$ 1,113,005	\$ 1,153,424	\$ 1,448,275
Fringe Benefits	557,695	510,112	608,871
Materials & Supplies	145,080	146,829	239,550
Maintenance & Utilities	76,506	153,602	208,750
Miscellaneous Services	52,228	59,654	81,200
Total	\$ 1,944,514	\$ 2,023,621	\$ 2,586,646
ASAP - Constable Pct 8			
Salaries & Wages	\$ 524,339	\$ 540,204	\$ 615,819
Fringe Benefits	223,635	256,312	280,625
Materials & Supplies	8,063	6,981	10,500
Maintenance & Utilities	5,175	9,547	8,000
Miscellaneous Services	15,436	17,685	24,855
Total	\$ 776,648	\$ 830,729	\$ 939,799
Sheriff - Spindletop Grant			
Salaries & Wages	\$ 127,640	\$ 134,080	\$ 214,013
Fringe Benefits	49,718	58,632	91,144
Materials & Supplies	4,667	4,638	14,500
Maintenance & Utilities	176	222	- -
Miscellaneous Services	- -	- -	3,750
Total	\$ 182,201	\$ 197,572	\$ 323,407
Sheriff - Spindletop Mental			
Salaries & Wages	\$ 63,712	\$ 66,216	\$ - -
Fringe Benefits	23,444	25,272	- -
Materials & Supplies	2,131	2,004	- -
Maintenance & Utilities	17	24	- -
Miscellaneous Services	- -	- -	- -
Total	\$ 89,304	\$ 93,516	\$ - -

SPECIAL REVENUE FUNDS - EDUCATION & RECREATION
DIVISION SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Law Library</u>			
Salaries & Wages	\$ -	\$ -	\$ -
Fringe Benefits	- -	- -	- -
Materials & Supplies	470	- -	- -
Maintenance & Utilities	- -	- -	- -
Miscellaneous Services	2,874	2,872	2,873
Total	\$ 3,344	\$ 2,872	\$ 2,873
<u>Hotel Occupancy Tax</u>			
Salaries & Wages	\$ 255,733	\$ 260,008	\$ 300,759
Fringe Benefits	113,669	121,184	136,881
Materials & Supplies	11,175	11,550	14,700
Maintenance & Utilities	29,388	32,408	41,500
Miscellaneous Services	399,294	414,301	397,573
Total	\$ 809,259	\$ 839,451	\$ 891,413

**SPECIAL REVENUE FUNDS - MAINTENANCE - EQUIPMENT & STRUCTURES
DIVISION SUMMARY**

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>Lateral Road - Precinct 1</u>			
Materials & Supplies	\$ -	\$ -	\$ 18,000
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,000</u>
<u>Lateral Road - Precinct 2</u>			
Materials & Supplies	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Lateral Road - Precinct 3</u>			
Materials & Supplies	\$ -	\$ -	\$ -
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Lateral Road - Precinct 4</u>			
Materials & Supplies	\$ 592	\$ 1,000	\$ 8,000
Total	<u>\$ 592</u>	<u>\$ 1,000</u>	<u>\$ 8,000</u>

CAPITAL OUTLAY
DEPARTMENT SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>DEPARTMENTS</u>			
County Clerk - Records Management	\$ 128,854	\$ 1,325	\$ -
County Clerk - Records Archive	-	-	-
County Records Management	62,665	60,000	62,800
Tax Office Auto Dealer	-	-	70,000
Breath Alcohol Testing	-	-	-
Security Fee	17,063	10,000	40,000
DWI Pretrial Division	4,035	-	-
Law Officer Training	-	2,587	150,000
SCAAP Grant	13,328	-	8,300
D.A.R.E. Contributions	479	-	-
Family Protection Fee Fund	-	-	-
Deputy Sheriff Education	-	-	-
Constable Pct 1 - Education	-	-	-
Constable Pct 2 - Education	-	-	-
Constable Pct 4 - Education	-	-	-
Constable Pct 6 - Education	-	-	-
Constable Pct 7 - Education	-	-	-
Constable Pct 8 - Education	-	-	-
J.P. Courtroom Technology Fee	11,733	15,000	40,000
District Clerk - Records Management	-	-	-
Justice Court Building Security	-	-	50,000
Child Abuse Prevention	-	-	-
D.A.'s Forfeiture	-	21,460	15,000
Sheriff's Forfeiture	214,513	187,519	500,000
D.A.'s Hot Check	-	-	-
Guardianship Fee	-	-	-
Juvenile Delinquency Prevention	48,393	25,504	-
County & District Court Technology Fund	5,922	5,000	15,000
District Court Records Technology Fund	-	-	-
Marine Division	54,064	40,705	180,805
ASAP - Constable Pct 8	-	-	-
Sheriff - Spindletop Grant	-	-	-
Sheriff - Spindletop Mental	-	-	-
Law Library	49,974	50,000	50,000
Hotel Occupancy Tax	700,950	150,737	587,212
Lateral Road - Precinct 1	-	-	-
Lateral Road - Precinct 2	-	-	50,000
Lateral Road - Precinct 3	-	-	-
Lateral Road - Precinct 4	-	-	-
 Total Capital Outlay	 <u>\$ 1,311,973</u>	 <u>\$ 569,837</u>	 <u>\$ 1,819,117</u>

SPECIAL REVENUE FUNDS - SPECIAL PURPOSE FUNDING
DEPARTMENT SUMMARY

	<u>ACTUAL</u> <u>2016-2017</u>	<u>ESTIMATED</u> <u>2017-2018</u>	<u>APPROVED</u> <u>2018-2019</u>
<u>DEPARTMENTS</u>			
Transfers Out			
Sheriff's Forfeiture	\$ 20,850	\$ 100,000	\$ 75,000
Marine Division	<u>179,829</u>	<u>141,920</u>	<u>-</u>
Total Transfers Out	<u>200,679</u>	<u>241,920</u>	<u>75,000</u>

CAPITAL PROJECTS

CAPITAL PROJECTS

2018-2019

	BUDGETED	FYTD	ACTUAL		
	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
Beach Erosion and Dune Restoration	\$ 217,523	\$ 165,691	\$ 40,283	\$ -	\$ 52,189
Labelle Road	79,254	149,541	1,611,318	228,168	677
Storm Water Permitting	15,000	15,662	13,751	18,912	13,858
Security Measures-Mid County/Port Arthur	34,974	-	123	4,903	-
Voting System Annual Payment	370,330	369,835	369,835	369,835	-
Crime Lab Equipment	184,000	-	-	-	-
Energy Savings Measures	127,400	-	-	-	-
Courthouse Waterproofing	178,550	-	-	-	-
Fuel System Upgrade	125,000	-	-	-	-
 Total Capital Projects	 \$ 1,332,031	 \$ 700,729	 \$ 2,035,310	 \$ 621,818	 \$ 66,724

CAPITAL PROJECTS

2018-2019

Beach Erosion and Dune Restoration

This project consists of engineering and consulting services to analyze the damages to the shoreline and dunes as a result of the storm surge from Hurricane Ike. Also, as the County pursues Federal, State, and Grant funds, consultants have been hired to assist the County in its efforts to secure funding for large scale dune restoration from Sabine Pass to High Island. This project has carry-over funding in the amount of \$217,523 to complete this project.

Labelle Road

This project consists of constructing a new road from Highway 124 to Labelle road. The County has awarded a contract for construction of the new road and the roadway is complete pending final acceptance by the County. Funding in the amount of \$79,254 is allocated for 2018-2019.

Storm Water Permitting

This project is for engineering cost associated with the Storm Water Permitting Project. This project will complete our Storm Water Pollution Plan to be approved by the State of Texas. Funding in the amount of \$15,000 is available for 2018-2019.

Security Measures-Mid County/Port Arthur

This project is for enhanced security measures at the Mid County and Port Arthur offices as part of the County's commitment to provide a safer work environment. Funding of \$34,974 from a prior year transfer from the General Fund is available for 2018-2019.

Voting System Annual Payment

This project will track the annual lease payments required for the purchase of the new electronic voting system. Funding in the amount of \$370,330 is available for 2018-2019.

Crime Lab Equipment

This project will track the cost for a new Gas Chromatograph and related equipment to be utilized by the Jefferson County Regional Crime Lab. Funding in the amount of \$184,000 is available for 2018-2019.

Energy Savings Measures

This project will track the expenditures related to upgrades for HVAC control systems anticipated to be replaced after the County completes an Energy Savings audit in early 2019. Funding in the amount of \$127,400 is available for 2018-2019 from a prior year transfer from the General Fund.

Courthouse Waterproofing

This project will track the expenditures related to waterproofing the downtown courthouse facility due to water intrusion from past rain events. Funding in the amount of \$178,550 is available for 2018-2019 from a prior year transfer from the General Fund.

Fuel System Upgrade

This project will track the expenditures related to upgrading the County's fuel systems with enhanced tracking of fuel usage and the latest in communication technology. Funding in the amount of \$125,000 is available for 2018-2019 from a prior year transfer from the General Fund.

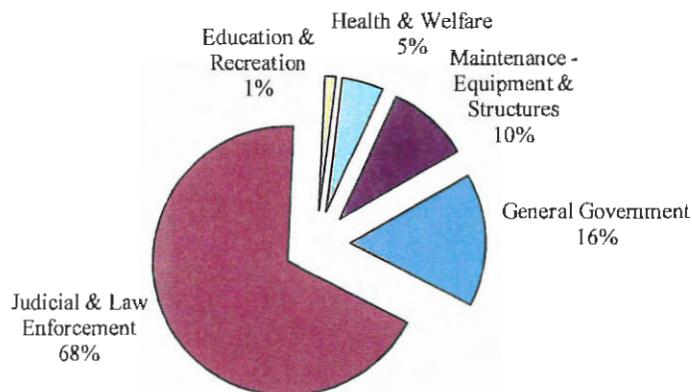


MISCELLANEOUS

PERSONNEL SCHEDULES
BUDGETED FUNDS - SUMMARY BY DEPARTMENT
FULL TIME AUTHORIZED POSITIONS

	Fiscal Year		
	<u>2017-2018</u>	<u>2018-2019</u>	<u>2018-2019</u>
GENERAL FUND			
General Government	160	160	160
Judicial & Law Enforcement	651	652	652
Education & Recreation	8	8	8
Health & Welfare	50	50	50
Maintenance - Equipment & Structures	<u>100</u>	<u>99</u>	<u>99</u>
	<u>969</u>	<u>969</u>	<u>969</u>
SPECIAL REVENUE FUNDS			
General Government	-	-	1
Judicial & Law Enforcement	31	33	33
Education & Recreation	5	5	5
Health & Welfare	-	-	-
Maintenance - Equipment & Structures	<u>-</u>	<u>-</u>	<u>-</u>
	<u>36</u>	<u>38</u>	<u>39</u>
TOTAL BUDGETED FUNDS			
General Government	160	160	161
Judicial & Law Enforcement	682	685	685
Education & Recreation	13	13	13
Health & Welfare	50	50	50
Maintenance - Equipment & Structures	<u>100</u>	<u>99</u>	<u>99</u>
	<u>1,005</u>	<u>1,007</u>	<u>1,008</u>

FY 2018-2019 Personnel



PERSONNEL SCHEDULES

COMPENSATION PLAN

Classified (CCG)			Classified (CCG) (continued)		
Grade	Minimum	Maximum	Grade	Minimum	Maximum
27	21,056	31,585	91	102,261	153,392
28	21,582	32,374	92	104,817	157,228
29	22,122	33,181	93	107,440	161,158
30	22,675	34,014	94	110,123	165,186
31	23,242	34,863			
32	23,824	35,734			
33	24,421	36,629			
34	25,031	37,544			
35	25,655	38,484			
36	26,296	39,445			
37	26,953	40,432			
38	27,630	41,442			
39	28,319	42,478			
40	29,028	43,539			
41	29,753	44,629			
42	30,497	45,745			
43	31,258	46,889			
44	32,040	48,061			
45	32,841	49,262			
46	33,661	50,493			
47	34,504	51,755			
48	35,366	53,048			
49	36,251	54,376			
50	37,156	55,734			
51	38,086	57,128			
52	39,036	58,556			
53	40,014	60,019			
54	41,015	61,522			
55	42,040	63,058			
56	43,089	64,636			
57	44,167	66,250			
58	45,272	67,907			
59	46,405	69,605			
60	47,562	71,344			
61	48,751	73,129			
62	49,974	74,956			
63	51,220	76,832			
64	52,502	78,752			
65	53,813	80,721			
66	55,159	82,740			
67	56,538	84,807			
68	57,951	86,927			
69	59,399	89,102			
70	60,886	91,328			
71	62,408	93,611			
72	63,968	95,951			
73	65,567	98,351			
74	67,206	100,810			
75	68,885	103,329			
76	70,609	105,911			
77	72,374	108,561			
78	74,183	111,276			
79	76,037	114,056			
80	77,938	116,909			
81	79,888	119,831			
82	81,885	122,826			
83	83,930	125,897			
84	86,031	129,043			
85	88,180	132,272			
86	90,386	135,576			
87	92,645	138,967			
88	94,961	142,441			
89	97,334	146,003			
90	99,768	149,651			

PERSONNEL SCHEDULES
BUDGETED FUNDS - SUMMARY BY MAJOR FUNCTION
FULL TIME AUTHORIZED POSITIONS

	<u>Grade</u>	<u>FTE</u>
<u>Elected Official</u>	ELE	1
Clerical, Administrative & Fiscal		39
OFFICE ASSISTANT	CCG	34
RECEPTIONIST/CLERK	CCG	34
OFFICE SPECIALIST	CCG	38
SENIOR OFFICE SPECIALIST	CCG	43
ADMINISTRATIVE OFFICE SPECIALIST	CCG	46
OFFICE MANAGER	CCG	51
ELECTIONS MANAGER	CCG	64
ADMINISTRATIVE OPERATIONS MANAGER	CCG	59
ADMINISTRATIVE MANAGER TO DISTRICT ATTORNEY	CCG	60
DEPUTY COUNTY CLERK	CCG	40
SENIOR DEPUTY COUNTY CLERK	CCG	43
ADMINISTRATIVE DEPUTY COUNTY CLERK	CCG	53
CHIEF DEPUTY COUNTY CLERK	CCG	65
COUNTY CLERK ADMINISTRATOR	CCG	61
SECRETARY	CCG	38
SENIOR SECRETARY	CCG	45
ADMINISTRATIVE SECRETARY	CCG	50
ACCOUNT CLERK	CCG	40
SENIOR ACCOUNT CLERK	CCG	43
ACCOUNTING TECHNICIAN	CCG	53
COURT CLERK	CCG	40
SENIOR COURT CLERK	CCG	43
ADMINISTRATIVE AID TO COUNTY JUDGE	CCG	53
COURT COORDINATOR	CCG	53
ASSOCIATE COURT ADMINISTRATOR	CCG	53
CHIEF APPELLATE/WRIT DIVISION ASSISTANT	CCG	53
COORDINATOR/INDIGENT DEFENSE	CCG	53
DEPUTY DISTRICT CLERK	CCG	40
ADMINISTRATIVE DEPUTY DISTRICT CLERK	CCG	53
CHIEF DEPUTY DISTRICT CLERK	CCG	65
SENIOR DEPUTY DISTRICT CLERK	CCG	43
SENIOR BUYER	CCG	49
ASSISTANT PURCHASING AGENT	CCG	61
PURCHASING AGENT	CCG	75
CONTRACT SPECIALIST	CCG	55
COMPUTER SERVICES TECHNICIAN/OPERATOR	CCG	49
PERSONAL COMPUTER TECHNICIAN	CCG	49
PERSONAL COMPUTER TECHNICIAN II	CCG	52
ANALYST/PROGRAMMER	CCG	62

PERSONNEL SCHEDULES
BUDGETED FUNDS - SUMMARY BY MAJOR FUNCTION
FULL TIME AUTHORIZED POSITIONS

	Grade	FTE
PROGRAMMER/ANALYST	CCG	65
SENIOR PROGRAMMER/ANALYST	CCG	70
COMPUTER SYSTEMS ADMINISTRATOR	CCG	68
ASSISTANT DIRECTOR OF MIS	CCG	79
DIRECTOR OF MIS	CCG	86
FINANCIAL TECHNICIANS	CCG	48
FINANCIAL ANALYST	CCG	59
FINANCIAL MANAGER	CCG	71
CHIEF DEPUTY TAX ASSESSOR	CCG	69
CHIEF DEPUTY COUNTY TREASURER	CCG	54
1ST ASSISTANT COUNTY AUDITOR	CCG	79
COUNTY AUDITOR	CCG	91
BENEFITS MANAGER	CCG	69
SENIOR BENEFITS ANALYST	CCG	56
HUMAN RESOURCE ASSISTANT	CCG	48
EMP RELATIONS/COMPENSATION MGR	CCG	66
DIRECTOR OF HR & RISK MANAGEMENT	CCG	88
SENIOR PERSONNEL SPECIALIST	CCG	56
VOTING ASSISTANTS	CCG	41
Law Enforcement		
TELECOMMUNICATOR	CCG	42
SENIOR TELECOMMUNICATOR	CCG	46
TELECOMMUNICATION SENIOR SUPERVISOR	CCG	54
ASSISTANT EMERGENCY MANAGEMENT COORDINATOR	CCG	57
ASSISTANT CHIEF DEPUTY SHERIFF	CCG	71
CHIEF DEPUTY SHERIFF	CCG	77
JUVENILE DETENTION OFFICER	CCG	42
LEAD JUVENILE DETENTION OFFICE	CCG	50
JUVENILE DETENTION SUPERINTENDENT	CCG	70
COOK	CCG	31
FOOD SERVICE MANAGER	CCG	52
CRIME LAB TECHNICIAN	CCG	48
FORENSIC SCIENTISTS	CCG	69
DIRECTOR OF CRIME LAB	CCG	72
Labor, Trades & Maintenance		
SIGN FABRICATOR	CCG	42
PAINTER	CCG	46
CARPENTER	CCG	55
PLUMBER	CCG	56
HEATING, VENT & AC MECHANIC	CCG	57
WELDER	CCG	50

PERSONNEL SCHEDULES
BUDGETED FUNDS - SUMMARY BY MAJOR FUNCTION
FULL TIME AUTHORIZED POSITIONS

	Grade	FTE
ELECTRICIAN	CCG	58
LEAD PRINTER	CCG	49
UTILITY MAINT. WORKER/MULTICRAFT	CCG	40
UTILITY MAINT. WORKER - ST&HWY	CCG	44
MAINTENANCE TECHNICIAN	CCG	52
VAN DRIVER	CCG	36
EQUIP OPERATOR/MAINT. WORKER	CCG	47
SENIOR EQUIP OPERATOR/MAINT. WORKER	CCG	52
AUTOMOBILE MECHANIC	CCG	48
HEAVY EQUIPMENT MECHANIC	CCG	53
DIRECTOR OF SERVICE CENTER	CCG	59
GROUNDSKEEPER	CCG	32
BUILDING MAINTENANCE SUPERVISOR	CCG	58
SUPERINTENDENT OF BUILDING MAINTENANCE	CCG	62
DIRECTOR OF BUILDING MAINTENANCE	CCG	69
ROAD FOREMAN	CCG	56
ASSISTANT SUPERINTENDENT	CCG	58
PRECINCT ROAD SUPERINTENDENT	CCG	69
ENGINEERING SPECIALIST	CCG	62
ENGINEERING SUPERINTENDENT	CCG	71
DIRECTOR OF ENGINEERING	CCG	86
AIRCRAFT MECHANIC	CCG	62
PILOT/AIRCRAFT MECHANIC	CCG	63
PILOT/AVIATION SUPERVISOR	CCG	65
PILOT/ MECHANICAL SUPERVISOR	CCG	65
HERBICIDE APPL & MAINT WORKER	CCG	42
PESTICIDE APPL & MAINT WORKER	CCG	42
PESTICIDE APPL & VOTING MACHINE TECH	CCG	43
MOSQUITO CONTROL OPERATIONS FOREMAN	CCG	52
ENTOMOLOGIST	CCG	62
DIRECTOR OF MOSQUITO CONTROL	CCG	75
<u>Nursing & Public Health</u>		
PUBLIC HEALTH NURSE	CCG	63
ADMINISTRATIVE CLINICAL COORDINATOR/LVN	CCG	56
PUBLIC HEALTH NURSING SUPERVISOR	CCG	65
PHARMACIST	CCG	89
NURSE PRACTITIONER	CCG	80
MEDICAL ASSISTANT	CCG	41
PHARMACY TECHNICIAN	CCG	36
ADMINISTRATIVE DIRECTOR OF H&W	CCG	72

PERSONNEL SCHEDULES
BUDGETED FUNDS - SUMMARY BY MAJOR FUNCTION
FULL TIME AUTHORIZED POSITIONS

	<u>Grade</u>	<u>FTE</u>
ENVIRONMENTAL HEALTH INSPECTOR	CCG	52
DIRECTOR OF ENVIRONMENTAL CONTROL	CCG	66
<u>Human & Social Services</u>		
JUVENILE PROBATION OFFICER	CCG	51
JUVENILE CASEWORK SUPERVISOR	CCG	61
JUVENILE CASEWORK MANAGER	CCG	67
WELFARE CASEWORKER	CCG	49
WELFARE CASEWORK SUPERVISOR	CCG	58
VETERANS SERVICE SUPERVISOR	CCG	49
VETERANS COUNTY SERVICE OFFICER	CCG	60
DIRECTOR OF JUV PROB & DETENTION	CCG	85
DIRECTOR OF VISITOR'S CENTER	CCG	62
CASE AIDE	CCG	43
SENIOR CASE MANAGER	CCG	43
CASE COORDINATOR	CCG	38
DIRECTOR OF DISPUTE RESOLUTION	CCG	69
<u>Other Un-Classified or Contract</u>		
DETENTION OFFICER	CL2	1-8
BAILIFF	CLE	1-8
SHERIFF'S DEPUTY	CLE	1-8
UNION ADMIN ASSISTANT	CLE	45/47
SERGEANT	CL2/CLE	45/65
LIEUTENANT	CL2/CLE	46/66
CAPTAIN	CL2/CLE	47
MAJOR	CL2/CLE	48
CONSTABLE DEPUTY	CON	1-10
ASSOCIATE JUDGE	OTH	1
ATTORNEY	OTH	1
INVESTIGATOR ASSISTANT	OTH	1
INVESTIGATOR	OTH	1
EXECUTIVE ASSISTANT	OTH	1
ASSISTANT TO COUNTY JUDGE	OTH	1
COURT REPORTER	OTH	1
EMERGENCY MANAGEMENT COORDINATOR	OTH	1
AGRICULTURE EXTENSION AGENT	OTH	1
Total		<u>1,008</u>

JEFFERSON COUNTY, TEXAS
MISCELLANEOUS STATISTICS

ELECTED COUNTY OFFICIALS

Commissioners' Court	Length of Service	Term Expires
Jeff Branick, County Judge	7 Years	12/31/2018
William "Eddie" Arnold, Commissioner, Pct. 1	13 Years	12/31/2020
Brent Weaver, Commissioner, Pct. 2	7 Years	12/31/2018
Michael "Shane" Sinegal, Commissioner, Pct. 3	9 Years	12/31/2020
Everette "Bo" Alfred, Commissioner, Pct. 4	15 Years	12/31/2018

OTHER ELECTED COUNTY OFFICIALS

Name	Position	Length of Service	Term Expires
Carolyn Guidry	County Clerk	13 Years	12/31/2018
Robert "Bob" Wortham	District Attorney	3 Year	12/31/2018
Allison Getz	Tax Assessor Collector	3 Year	12/31/2020
Jonathan "Tim" Funchess	County Treasurer	7 Years	12/31/2018
Zena Stephens	Sheriff	1 Year	12/31/2020
Jamie Smith	District Clerk	3 Year	12/31/2018
Kenneth Dollinger	Justice of the Peace Pct. 1 Pl. 1	21 Years	12/31/2020
Nancy Beaulieu	Justice of the Peace Pct. 1 Pl. 2	7 Years	12/31/2018
Marcus DeRouen	Justice of the Peace Pct. 2	7 Years	12/31/2018
Ray Chesson	Justice of the Peace Pct. 4	21 Years	12/31/2018
Ransom "Duce" Jones	Justice of the Peace Pct. 6	11 Years	12/31/2018
James Burnett	Justice of the Peace Pct. 7	15 Years	12/31/2018
Tom Gillam	Justice of the Peace Pct. 8	16 Years	12/31/2018
Charles Wiggins	Constable Pct. 1	< 1 Year	12/31/2018
Christopher Bates	Constable Pct. 2	5 Years	12/31/2020
Charles "Bryan" Werner	Constable Pct. 4	1 Year	12/31/2020
Dana Baker	Constable Pct. 6	5 Years	12/31/2020
Robert "Bobby" Adams Jr	Constable Pct. 7	1 Year	12/31/2020
Eddie Collins	Constable Pct. 8	25 Years	12/31/2020
Gerald Eddins	Judge, County Court at Law #1	5 Year	12/31/2020
Terrence Holmes	Judge, County Court at Law #2	1 Year	12/31/2020
Clint Woods	Judge, County Court at Law #3	3 Years	12/31/2018
John Stevens	Judge, Criminal District Court	11 Years	12/31/2018
Jayne "Raquel" West	Judge, 252nd District Court	3 Years	12/31/2018
Wayne "Kent" Walston	Judge, 58th District Court	3 Years	12/31/2018
Justin Sanderson	Judge, 60th District Court	1 Year	12/31/2020
Baylor Wortham	Judge, 136th District Court	1 Year	12/31/2020
Donald Floyd	Judge, 172nd District Court	34 Years	12/31/2018
Jeffrey "Randy" Shelton	Judge, 279th District Court	11 Years	12/31/2018
Lawrence Thorne	Judge, 317th District Court	19 Years	12/31/2018

JEFFERSON COUNTY, TEXAS
MISCELLANEOUS STATISTICS

APPOINTED OFFICIALS

Name	Position	Length of Service	Term Expires
James "Patrick" Swain	County Auditor	22 Years	12/31/2018
Deborah Clark	Purchasing Agent	9 Years	12/31/2018
Don Rao	Engineering	7 Years	
Starla Garlick	Agricultural Extension Service	10 Years	
Alex Rupp	Airport	5 Years	
Jose "Joe" Zurita, Jr	Service Center	2 Year	
	Buildings Maintenance - Beaumont		< 1 Year
Greg Keller	Buildings Maintenance - Port Arthur		
Mark Benard	Court Master	21 Years	
Larry Gist	MIS	21 Years	
Paul Helegda	Dispute Resolution Center	20 Years	
Kara Hawthorn	Emergency Management	7 Years	
Mike White	Environmental Control	< 1 Year	
Rhonda Conlin	Health and Welfare Units	2 Year	
Dr. A.C. Walkes	Nurse Practitioner	29 Years	
Leslie Little	Human Resources & Risk Management	7 Years	
Cary Erickson	Juvenile Probation & Detention	25 Years	
Edward Cockrell	Mosquito Control	7 Years	
Kevin Sexton	Veterans Services Offices	8 Years	
Hilary Guest		16 Years	

CONSULTANTS AND ADVISORS

Certified Public Accountants	Whitley Penn Houston, Texas
Co-Bond Counsel	Creighton, Fox, Johnson & Mills PLLC and Germer PLLC Beaumont, Texas
Financial Advisor	U.S. Capital Advisors, Houston, Texas

JEFFERSON COUNTY, TEXAS
MISCELLANEOUS STATISTICS

Date of Creation 1836

Date of Organization 1837

Location

Upper Texas Coast
Component of Beaumont-Port Arthur MSA

County Seat

Beaumont, Texas

Economy Base

Petroleum refining
Production and processing of petrochemicals
Fabrication of steel and steel products
Shipping activity
Manufacture of wood, pulp, food, and feed products
Agriculture
Health care services

Land Area (A) 876.3 square miles

Maintained Roads 371.13

Bond Rating "Aa2" Moody's Investors Service, Inc.
"AA-" Standard & Poor's Ratings Services

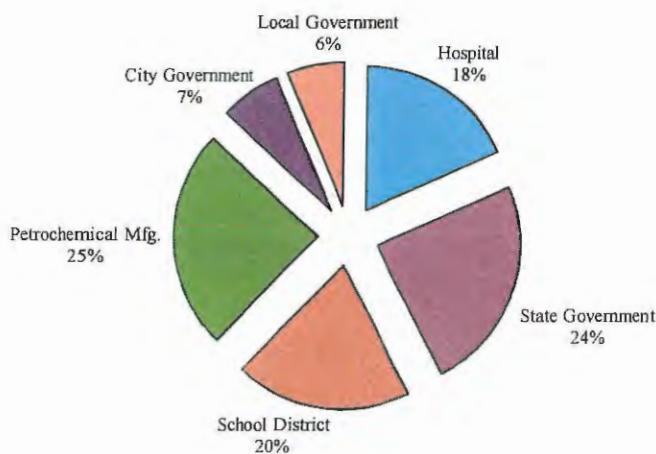
JEFFERSON COUNTY, TEXAS
MISCELLANEOUS STATISTICS

Employment Statistics (A)

Fiscal Year	Civilian Labor Force	Total Employment	Total Unemployment	Percent Unemployment
2009	115,438	104,421	11,017	9.5%
2010	113,217	100,371	12,846	11.3%
2011	115,463	102,305	13,158	11.4%
2012	113,611	101,055	12,556	11.1%
2013	111,265	99,171	12,094	10.9%
2014	110,139	101,022	9,117	8.3%
2015	107,873	100,367	7,506	7.0%
2016	107,298	99,789	7,509	7.0%
2017	107,321	99,467	7,854	7.3%
2018 (B)	107,193	99,911	7,282	6.8%

Top Ten Major Employers County (C)

Company	Industry	Employees
State of Texas	State Government	4,433
Beaumont ISD	School District	2,366
Exxon Mobil Oil Corporation	Petrochemical Mfg.	2,189
Christus Health Southeast Texas	Hospital	1,895
Motiva Enterprises	Petrochemical Mfg.	1,540
Memorial Hermann Baptist Hospital	Hospital	1,475
Port Arthur ISD	School District	1,251
City of Beaumont	City Government	1,248
Jefferson County	Local Government	1,154
Valero	Petrochemical Mfg.	818



(A) Source: Labnr Market Statistics - Texas Workforce Commission

(B) Average through end of July, 2018 (not finalized).

(C) Source: Local surveys

JEFFERSON COUNTY, TEXAS

MISCELLANEOUS STATISTICS

Population (A)

Year	County	City of Beaumont	City of Port Arthur	Beaumont-Port Arthur MSA
1960	245,659	119,175	66,676	306,016
1970	246,402	117,548	57,371	347,568
1980	250,938	118,102	61,195	375,497
1990	239,397	114,323	58,724	361,226
2000	252,051	113,866	57,755	385,090
2010	252,277	118,296	53,818	388,749
Current Estimate	256,299	119,114	55,498	398,485

Demographics

Fiscal Year	Population (a)	Per Capita			School Enrollment (a)
		Personal Income (b)	Median Age (a)		
2008	241,975	\$ 31,756	36.7		62,290
2009	242,142	\$ 33,795	36.5		61,721
2010	252,273	\$ 36,071	35.6		62,433
2011	252,273	\$ 37,139	36.0		63,371
2012	252,802	\$ 38,712	35.9		63,371
2013	251,813	\$ 38,357	36.0		63,433
2014	252,358	\$ 39,958	35.9		63,350
2015	252,235	\$ 39,532	35.9		61,768
2016	254,308	\$ 42,505	35.9		60,809
2017	254,679	\$ 44,965	36.0		59,927

(A)

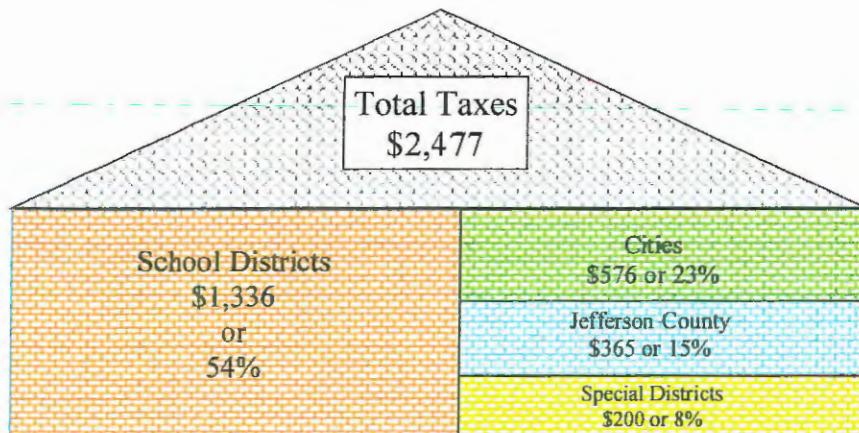
Source: <http://www.census.gov>

(B)

Source: Texas Workforce Commission

JEFFERSON COUNTY, TEXAS
MISCELLANEOUS STATISTICS

Property Tax Analysis for a \$100,000 Home in Tax Year 2017 (A)



County taxes for fiscal year 2017-2018 and fiscal year 2018-2019 for a \$100,000 home would be \$364.98 based on the property tax rate of .364977¢ per \$100 valuation.

Ten Year History of Abated Property Tax Values (B)

Tax Year	# of Companies	Value Loss		Tax Loss	Tax Rate
		Due to Abatement			
2008	15	2,129,196,020		\$ 7,771,565	0.00365000
2009	12	923,906,330		3,372,258	0.00365000
2010	13	790,191,580		2,884,199	0.00365000
2011	11	766,817,130		2,798,883	0.00365000
2012	9	1,196,539,640		4,367,370	0.00365000
2013	9	1,877,188,020		6,851,736	0.00365000
2014	7	1,259,803,019		4,598,281	0.00365000
2015	9	1,280,440,084		4,673,606	0.00365000
2016	17	1,176,803,900		4,295,334	0.00365000
2017	21	1,787,143,387		6,522,662	0.00364977
				<u>\$ 48,135,894</u>	

(A) Source: <http://www.jcad.org>

(B) Source: http://www.jcad.org/reports_abate.aspx

GLOSSARY OF TERMS

Accrual Basis—A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Actual - Final audited revenue or expenditure data for the fiscal year indicated.

Ad Valorem Tax — A tax levied against the value of real or personal property. Valuations are assessed by Jefferson County Appraisal District.

Allocation—Component of an appropriation earmarking expenditures for a specific purpose and/or level of organization.

Appropriation—A legal authorization to incur obligations and to make expenditures for specific purposes.

Appraisal Value – To make an estimate of value for the purpose of taxation.

Appraisal District – An independent governmental entity responsible for appraising property within a county. The Appraisal District certifies the county assessed valuations.

Assessed Valuation—The valuation set upon real estate and certain personal property by the Assessor as a basis for levying property taxes.

Asset—Resources owned or held by a government which have monetary value.

Available Fund Balance—The portion of a fund's balance that is not restricted for a specific purpose and may be used for general appropriation.

Balanced Budget – According to GAAP a balanced budget is one in which the total expenditures do not exceed the total resources, or total estimated revenues plus reserves.

Bond—A written promise to pay to things: 1) a principle amount on a specified date, and 2) a series of interest payments for the term of the bond.

Bond Rating—Organizations like Standard and Poor's and Moody's rate the riskiness of government-issued securities and gives each security a bond rating.

Bonded Indebtedness – The total amount of principle and interest due on bonds which have been sold to finance capital projects such as streets, bridges, and buildings. The most prevalent types of bonds are general obligation or revenue bonds.

Bond Refunding—The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

GLOSSARY OF TERMS

Budget—A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budget Amendment – A change in the authorized level of funding for an organization or line item account code that increases the total budget. Ideally, amendments increase total revenues and total expenditures by an equal amount. Amendments are made only with Commissioners' Court approval.

Budgetary Basis—This refers to the basis of accounting used to estimate financing sources and uses in the budget. These generally take one of three forms: GAAP, cash, or modified accrual.

Budget Calendar—The schedule of key dates, which a government follows in the preparation and adoption of the budget.

Budgetary Control—The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Callable – A financing term referring to debt service bonds which means the bonds can be retired, or paid off, earlier than the due date without penalty.

Capital Expenditures – Includes all purchases that will be capitalized, both items purchased within individual departments and purchased with capital project funds. Also includes items formerly classified as capital whose purchase amount is between \$5,000 and \$9,999.99 for content insurance purposes.

Capital Outlay—(Also known as capital assets) - Fixed assets which meets the estimated useful life and monetary cost criteria and warrants capitalization in the financial statements. All items owned by an organization can rightfully be considered assets, but as a practical matter, organizations do not capitalize all of them. Jefferson County's monetary criteria is \$10,000 or more and with a useful life of more than one year.

Capital Project—Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increases their useful life. Also called capital improvements.

Capital Project Fund – A fund used to account for the financial resources designated for major capital acquisitions of construction. Separate funds are required for each capital project per GAAP.

Capitalization – An accounting treatment whereby an item is recorded as an asset on the balance sheet rather than as an expense of the current period.

Cash Basis—A basis of accounting in which transactions are recognized only when cash is increased or decreased.

GLOSSARY OF TERMS

Categorical – A method of accounting for expenditures in summary format (i.e. salaries & wages, fringe benefits, materials & supplies, maintenance & utilities, & miscellaneous services).

Certificates of Obligation – Debt instruments, similar to bonds, sold to the public to finance the county's capital projects. This type of debt is usually repaid in annual installments over a period of 5 – 25 years.

Charges for Services – see Fees of Office.

Contingency—A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services—Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include rent, maintenance agreements, and professional consulting services.

Current Taxes – Taxes that are levied and collected prior to being delinquent. The tax year begins October 1st. Taxes are delinquent on February 1st, after which time penalty and interest charges accrue.

Debt Service—The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Debt Service Fund – A fund used to account for the accumulation and disbursement of resources associated with the county's debt obligations. Statutorily separate funds are required for each debt obligation.

Delinquent Taxes – Taxes that remain unpaid at February 1st. Taxes are delinquent on February 1st, after which time penalty and interest charges accrue. Attorney fees are assessed beginning July 1st.

Department (Organization) – The organizational unit which is functioning separately in its delivery of service.

Disbursement—The expenditure of monies from an account.

Employee (or Fringe) Benefits—Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pensions, medical, and life insurance plans.

Encumbrance—The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

Estimated Revenue – The amount of projected revenue for the fiscal cycle. Projections are generally based on prior experiences or increased fees.

GLOSSARY OF TERMS

Expenditure—The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Expense—Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest, or other charges.

Fees (Fees of Office) – Revenue charged or charged for services by various county departments to provide a service to the public or another governmental entity.

Fines and Forfeitures – Revenue generated through fines assessed by various courts. Forfeitures are payment as penalty assessed by the Courts through bail bond and property forfeitures.

Fiscal Policy—A government's policies with respect to revenues spending and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year—A twelve-month period designated as the operating year for accounting and budgeting, and financial reporting purposes. Jefferson County's fiscal year is October 1st through September 30th.

Fund—A fiscal entity with revenues and expenses, which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance - The excess of the assets of a fund over its liabilities, reserves, and carryover.

Generally Accepted Accounting Principles (GAAP) – Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Obligation Bond—This type of bond is backed by the full faith, credit, and taxing power of the government.

Goal – A statement of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

Grants – A contribution by a government agency or other organization to support a particular function. Grants may be classified as either operational or capital and they are restricted for specific purposes. Because grants are presented to the Commissioners' Court throughout the year, the grant budgets and accountings are maintained separately from this document.

Hourly—An employee who fills a temporary or short-term position. Such employees provide contingency staffing for government operations during peak workloads or to address temporary staffing needs. Hourly employees are paid on a per-hour basis and receive limited benefits.

GLOSSARY OF TERMS

Interfund Transfers – The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue – Funds received from federal, state, and local government sources in the form of grants and shared revenues.

Levy—To impose taxes for the support of government activities.

Line-Item Budget—A budget prepared along departmental lines that focuses on what is to be bought.

Long-Term Debt—Debt with a maturity of more than one year after the date of issuance.

Mandate – A formal order from State authorities to County government to make mandatory.

Maintenance and Utilities— Expenditures made for maintenance of buildings, vehicles and equipment, and utilities such as electricity, water, and gas necessary to conduct departmental operations.

Materials and Supplies—Expendable materials and operating supplies necessary to conduct departmental operations.

Modified Accrual Basis – Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

Non-callable – A financing term referring to debt service bonds which means the bonds cannot be retired, or paid off, earlier than the due date.

Objective—Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations—Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Revenue—Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Expenses—The cost for personnel, materials, and equipment required for a department to function.

Output Indicators – A unit of work accomplished, without reference to the resources required to do the work. Output indicators do not reflect the effectiveness or efficiency of the work performed.

GLOSSARY OF TERMS

Other Financing Sources – Includes transfers from other funds, sale of capital assets, insurance proceeds, bond proceeds, and other funding that is not considered to be revenue according to GAAP.

Other Financing Uses – Includes transfers to other funds and other funding that is not considered expenditures according to GAAP.

Pay-as-you-go Basis – A term used to describe a financial policy by which capital outlays are purchased from current resources rather than through borrowing.

Performance Indicators – Specific quantitative and/or qualitative measures of work performed as an objective of specific departments or programs. Data is collected to establish trend patterns concerning workloads and/or determine how effective or efficient a program is in achieving its objectives.

Personal Services—Expenditures for salaries, wages, and fringe benefits of a government's employees.

Program—A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

Records Management – This term applies to the management of county records and government documents. Fees are budgeted for collection and expenses for the safeguarding of records according to the Texas Records Management Act.

Reserve—An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources—Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue—Sources of income financing the operations of government.

Salaries & Wages – The cost of all labor related expenses required for a department to function, including but not limited to salaries, merit, cost of living adjustments, etc.

Source of Revenue—Revenues are classified according to their source or point of origin.

Special Revenue Funds – These funds are set up to keep track of segregated revenue activities.

Statute – A law enacted by the legislative assembly.

Tax Rate – A percentage applies to all taxable property to raise general revenues.

GLOSSARY OF TERMS

Tax Rate Limit – The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state, and local, having jurisdiction in a given area.

Tax Levy—The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Taxes—Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In/Out—Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance—The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges—The payment of a fee for direct receipt of a public service by the party who benefits from the service.

GLOSSARY OF TERMS

ACROYNMS

AC -	Air Conditioning
ADA -	American with Disabilities Act
ASAP -	Absent Student Assistance Project
BMT -	Beaumont
CAFR -	Comprehensive Annual Financial Report
CCTV -	Close Circuit Television
CD -	Compact Disc
CEPRA -	Coastal Erosion Planning and Response Account
CI -	Criminal Investigation
COLA -	Cost of Living Increase
CPI -	Consumer Price Index
DA -	District Attorney
DARE -	Drug Abuse Resistance Education
DR -	Doctor
DVD -	Digital Versatile Disk
FAA -	Federal Aviation Administration
FTE -	Full-time Equivalent
GAAP -	General Accepted Accounting Principles
GC/MC -	Gas chromatograph/mass spectrometer
GFOA -	Government Finance Officer Association
HP -	Hewlett Packard

GLOSSARY OF TERMS

ACROYNMS - continued

HP -	Horse Power
HR -	Hour
HR -	Human Resources
H&W -	Health & Welfare
HWY -	Highway
IA -	Internal Affairs
IBM -	International Business Machines
ID -	Identification
ISD -	Independent School District
JC -	Jefferson County
JP -	Justice of the Peace
LGC -	Local Government Code
LNG -	Liquified Natural Gas
LT -	Lieutenant
MB -	Megabyte
MFG -	Manufacturing
MIS -	Management Information Systems
MSA -	Metropolitan Statistical Area
NO -	Number
PA -	Port Arthur
PCT -	Precinct

GLOSSARY OF TERMS

ACROYNMS - continued

RAM -	Random Access Memory
RFP -	Request for Proposal
ROW -	Right of Way
RTV -	Rugged Terrain Vehicle
SCAAP -	State Criminal Alien Assistance Program
ST -	State
SUV -	Sports Utility Vehicle
TXDOT -	Texas Department of Transportation
UHF -	Ultra High Frequency
US -	United States
VOIP -	Voice over Internet Protocol



September 20, 2018

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 September 24, 2018.

Consider and possibly approve exempting the following group from paying for security. Michelle F. Mehaffy Inn of Court, scheduled for October 2, 2018. They are estimating attendance to be 150 participants between 5:45pm and 8:30pm. The security expense will be paid via budgeted funds.

Thank you,

Eddie Arnold
County Commissioner, Pct. #1

JEFFERSON COUNTY
OVERWEIGHT VEHICLE PERMITApplication Date: 9/7/18 Permit #: 02 -OW- 18 Precinct#: 2,3,4Business Name: Progressive Pipeline Business Phone: 601-696-8777Business Address: 12340 Quitman Meridian Hwy, Meridian, MS 39301Local Representative: David Soileau Local Phone: 337-501-2603

State Permit No. (if applicable): _____

Bond Amount: \$1,450,000 Bond #: 43BSBFY1609Description of Work/Type/Location: Installation of 11.42 miles of 16" natural gas pipeline. Project runs NW from Motiva 4.5 miles to the intersection of 93 and Northern Drives. Then directly west 5.5 miles. ROADS BONDED CATEGORY I under 100,000#.Description of Route: Knauth Rd, ~~Bondages~~ Rd, Hillebrand Rd, Humble Camp Rd, Latta Rd, 53rd St, ~~60th St~~, Roosevelt St, H.D. Mills St, Marion Anderson Rd, Houston St. See Road Use Agreement Attached.

This Overweight Vehicle Permit is granted by Jefferson County. Permittee agrees to be responsible for any and all damage to the roadway and related structures and will in all ways conform to the terms and conditions of this permit as set forth in the Jefferson County Overweight Vehicle Permit Resolution.

Signed this 11th day of September 20 18.Progressive Pipeline
Name of Company (Permittee)

JEFFERSON COUNTY

By: Stanley Shipp
Title: ControllerBy: David W. Ross
Director of EngineeringStanley Shipp
Applicant's SignatureBy: Mike Johnson #2
Precinct SupervisorStanley Shipp
Applicant's Printed NameJason Castillo #3
" Kenneth Minkins #4

JEFFERSON COUNTY
OVERWEIGHT VEHICLE PERMIT
(Engineering Department Use Only)

Date Approved: 09/24/18 Application Approved Yes No

If No, give reason: CATEGORY 1 UNDER 100,000 lbs

See Attached road use agreement.

Processed By: ERNEST CLEMENT

Title: ENGINEERING SPECIALIST

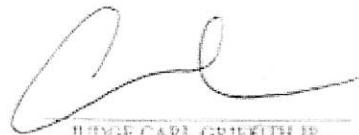

Processor's Signature

Processor's Signature

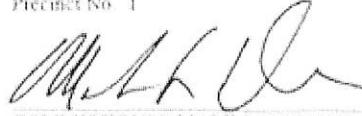
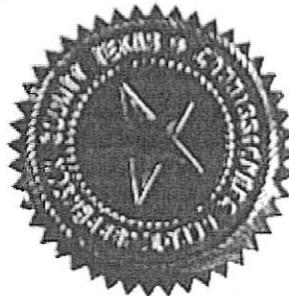
ERNEST CLEMENT
Processor's Printed Name

This resolution supersedes and repeals the 1986 resolution of the Jefferson County Commissioners' Court concerning maximum weight limits for County roads, and shall be in full force and effect from the 23rd day of August, 1999.

PASSED this 23rd day of August, 1999.



JUDGE CARL GRIFFITH JR.

COMMISSIONER JIMMIE P. CONNORS
Precinct No. 1COMMISSIONER WAYMON D. HALLMARK
Precinct No. 3COMMISSIONER MARK DOMINGUE
Precinct No. 2COMMISSIONER ED MOORE
Precinct No. 4

[Download Overweight Vehicle Permit](#)

[Back to Engineering](#)





STATE OF TEXAS
COUNTY OF JEFFERSON

COMMISSIONERS' COURT
OF JEFFERSON COUNTY, TEXAS

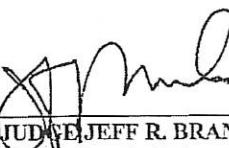
AN ORDER REGARDING ROAD USE IN
JEFFERSON COUNTY

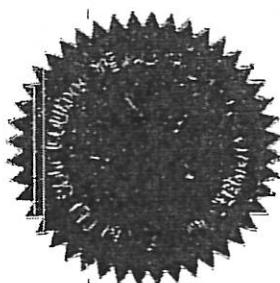
1. Pursuant to Transportation Code Chapter 251.003, the Commissioners Court may make and enforce all necessary rules and orders for the construction and maintenance of public roads; and
2. Jefferson County has suffered extensive damage to its roads as a result of persons and entities hauling loads that exceed the weight limits of such roads; and
3. Jefferson County has been required to expend monies it did not budget to repair of roads damaged by those hauling excessively heavy loads; and
4. The Commissioners Court of Jefferson County, Texas finds it necessary to require that persons, firms or entities who will haul loads, which exceed the weight limits of county roads, first enter into an agreement to pay for costs of repairs occasioned by their hauling excessively heavy loads.

The Commissioners Court of Jefferson County, Texas does hereby adopt the attached Road Use Agreement to be executed by those who will haul loads which exceed the weight limit of any Jefferson County, Texas road.

Read and adopted by a vote of 4 ayes and 0 nays.

Signed this 26 day of August, 2013


JUDGE JEFF R. BRANICK
County Judge



STATE OF TEXAS

§
§
§

COUNTY OF JEFFERSON

ROAD USE AGREEMENT BETWEEN JEFFERSON COUNTY
AND

WHEREAS, Progressive Pipeline (hereinafter "Company") intends to conduct Pipeline Construction & Heavy Haul [describe operation], (hereinafter the "Project") at a site located on Motiva thru Jeff. Co. (county road name) located in Precinct No. 2, 3 & 4; and

WHEREAS, the proposed project will require the transportation of heavy equipment or loads (loads shall include any building supplies, material or other bulk loads, including rock, gravel, cement, asphalt, timber, etc. in amounts that exceed the capacity of the road) over one or more Jefferson County, Texas road(s) identified as: [1st road name] and County [2nd road name]:

1. County Road Knauth, Boondock, Hillebrand
2. County Road Humble Camp, Latta Rd.; and

WHEREAS, the weight of the equipment will exceed the load bearing capacity of the identified county roads and bridges on the proposed route; and

WHEREAS, the transportation of the equipment or loads may cause substantial damage to the county roads and bridges; and

WHEREAS, Company and Jefferson County, Texas (hereinafter "County") agree that the transportation of this equipment or loads is necessary for the Project and that the County should be compensated for any damages or additional maintenance costs incurred by the County as a result of the Project; and

WHEREAS, the Company and County hereby agree and contract as follows:

1. Company may utilize County road Knauth, Boondock, Hillebrand and County road Humble Camp, Latta Rd. for the transport of all necessary equipment and/or loads to the Project location on the designated county roads without weight limitations for a time period from a commencement date of SEPT, 2018 to a termination date of SEPT, 2019. The Project time period may be extended only by written agreement of the County after not less than five (5) days notice of a need for extension by Company.
2. Company shall pay County its actual cost, including labor, equipment use (including fuel, depreciation and overhead costs) and materials, for all repairs, replacement or maintenance incurred as a result of the transport of equipment to or from the Project location. An estimate of these costs is attached as Exhibit 1 and incorporated herein by reference.
3. Company shall provide County details of preliminary work Company will perform prior to use of road, for example: install two 1" X 8' X 25' steel plates across the bridge located north of the intersection of County [road name: _____] and County [2nd road name: _____] for additional support.

4. Company shall provide a surety bond in the sum of [\$ 1,450,000.00 Estimated cost] dollars with the County Treasurer of Jefferson County, Texas upon execution of this agreement. All provisions of this agreement are contingent upon review and approval of the bond by the Jefferson County, Texas Commissioners Court. The bond shall provide for prompt payment by the surety upon demand by County for the repairs, replacement and maintenance costs incurred to return the road to substantially the same condition the road possessed prior to the commencement date of the project. However, the liability of Company for such costs is not limited to the face amount of the bond and Company agrees to pay any additional sums actually incurred to return the road to substantially the same condition of the road prior to the commencement date upon demand. **BOND # 43BSBFY1609**
HARTFORD FIRE INSURANCE COMPANY

5. Company agrees to provide 48 hours notice to the County Commissioner or Road Superintendent for Precinct No. 23&4 of Jefferson County, Texas before transporting any equipment on County [road name: KNUTH, LATTA, Road and County [2nd road name: Humble Camp, Hillwood] that would interrupt the normal flow of traffic. Company agrees to bear the cost of any County manpower and equipment necessary to interrupt and redirect traffic during any interruption of the normal flow of traffic.

Agreed and executed this _____ day of _____, _____


 Jefferson County Judge

Approved by Jefferson County Commissioners Court on the 24th day of
SEPTEMBER, 2018

Attest:


 Carolyn J. Andry
 Jefferson County Clerk



Authorized Agent for _____

THE STATE OF TEXAS,

§

COUNTY OF JEFFERSON

§

I, _____ a notary public, do hereby certify that on this _____ day of _____, _____, personally appeared before me _____, being by me first duly sworn, declared that he is the _____ of _____ and that he has been duly authorized to execute the foregoing document on behalf of the Company.

SWORN TO AND SUBSCRIBED before me on this _____ day of _____, ____.

Notary Public, State of Texas

Notary's Typed/Printed Name

My commission expires

Exhibit 1

Estimate of Cost:

Length of [1st road name]:

Type of road surface/material:

Number of culverts/bridges:

Any other special features:

Length of [2nd road name]:

Type of road surface/material:

Number of culverts/bridges:

Any other special features:

Anticipated cost of Repair:

Repeat for each Road: [1st road name]

Labor: (Rate includes salary/benefits/overtime, where applicable)

Foreman \$ 28 per hour x _____ hours = \$ _____Equipment Operator \$ 24 per hour x _____ hours = \$ _____Other \$ 20 per hour x _____ hours = \$ _____

Equipment: (Rate includes fuel, depreciation and overhead costs (insurance)).

Truck \$ 35⁰⁰ per hour x _____ hours = \$ _____Grader \$ 60⁰⁰ per hour x _____ hours = \$ _____Other \$ 80⁰⁰ per hour x _____ hours = \$ _____

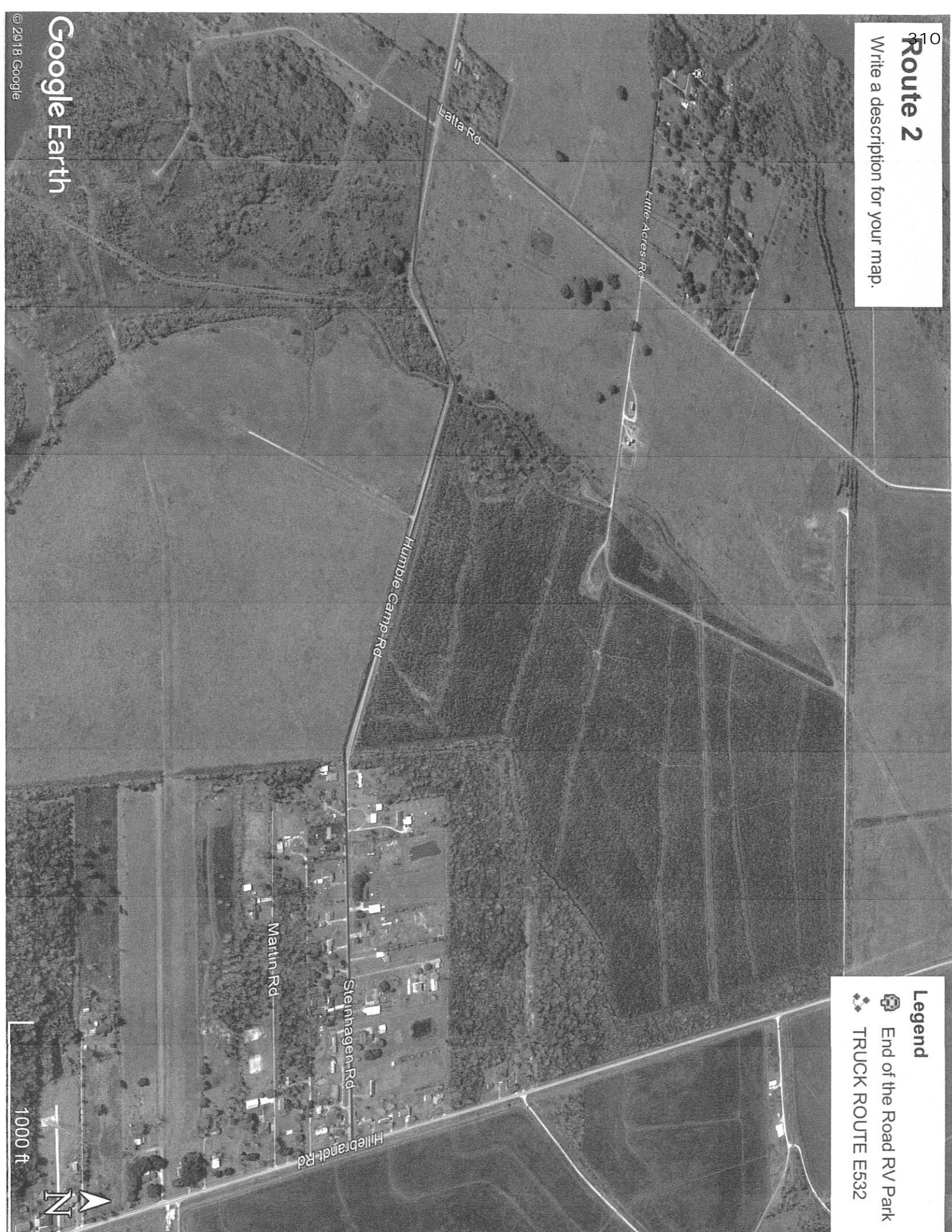
Material: (Rate includes cost to acquire and transport to location)

Base mtl \$ 35 Per Ton + \$ _____ per hour x _____ hours = \$ _____Asphalt \$ 95 Per Ton + \$ _____ per hour x _____ hours = \$ _____Other at \$ 70 Per Ton + \$ _____ per hour x _____ hours = \$ _____Total for [1st road name] \$ _____

310
Route 2

Write a description for your map.

Legend
End of the Road RV Park
◆ TRUCK ROUTE E532



Write a description for your map.

Legend

-  AAA RV
-  TRUCK ROUTE E532



312 Route 5

Write a description for your map.

Legend

- Access RV Park
- Beaumont Amtrak
- Church
- Courville's Catering and Special Events
- Equine Medicine & Surgery
- Feature 1
- Feature 2
- Feature 3
- Feature 4
- Feature 5
- Feature 6
- Feature 7
- Feature 8
- Feature 9
- Five Star Feeds
- Jefferson County Courthouse
- JK Chevrolet
- Mother's-Helping-Mothers Ministries, Inc.
- Museum
- Nederland Police Chief
- Park
- TRUCK ROUTE E532



Super-Heavy or Oversize Permit Bond**JEFFERSON COUNTY, TEXAS**

KNOW ALL MEN BY THESE PRESENTS:

That we, Progressive Pipeline Construction, LLC of Meridian, MS as Principal, and the Hartford Fire Insurance Company, of Hartford, CT, as Surety, are held and firmly bound unto Jefferson County in the penal sum of One Million, Four Hundred Fifty Thousand Dollars and 00/100 (\$1,450,000.) dollars as approved by Precinct Commissioner, to the payment of which, well and truly to be made, we hereby bind ourselves, our heirs, executors, administrators, and assigns.

The condition of the above obligation is such that the said Progressive Pipeline Construction, LLC, as Principal, will make payment to Jefferson County of and for any and all damages that may be sustained to any County Road under the jurisdiction of Jefferson County by virtue of the operation of any equipment by the said Progressive Pipeline Construction, LLC, for which a permit is issued to operate under the state law, 623.011 and 623.012, TRANSPORTATION CODE.

NOW, therefore, if the said Progressive Pipeline Construction, LLC shall pay to Jefferson County any and all damages that may be sustained to any County Road as above recited by virtue of the operation of any equipment under the provisions of the law referred to above during a period beginning with the date of this bond and ending ninety days following, then this obligation to be null and void, otherwise to remain in full force and virtue at Law.

Dated September 11, 20 18.Progressive Pipeline Construction, LLC

PRINCIPAL

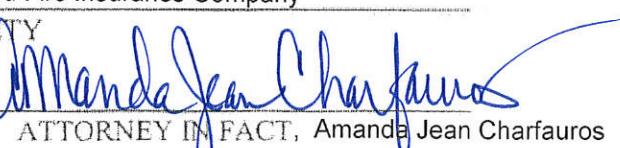
By:

(Title)

Hartford Fire Insurance Company

SURETY

By:

ATTORNEY IN FACT, Amanda Jean Charfauros
Fisher Brown Bottrell Insurance, Inc.

POWER OF ATTORNEY

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: FISHER BROWN BOTTRELL INS INC
Agency Code: 43-239145

Direct Inquiries/Claims to:
THE HARTFORD
BOND, T-12
One Hartford Plaza
Hartford, Connecticut 06155
Bond.Claims@thehartford.com

call: 888-266-3488 or fax: 860-757-5835

- Hartford Fire Insurance Company**, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company**, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company**, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company**, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company**, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois**, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest**, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast**, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of** Unlimited :

Jim A. Armstrong, Brody Eric Buckley, Angela Bullie, Amanda Jean Charfauros, Trina Cobb, Jerry Eugene Horner Jr., Peggy L. Jackson, Stephen Wesley Price Jr., Jerry G. Veazey, Jr., Jason J. Young of JACKSON, Mississippi

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

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on May 6, 2015 the Companies have caused these presents to be signed by its Senior Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



John Gray, Assistant Secretary

M. Ross Fisher, Senior Vice President

STATE OF CONNECTICUT }
 } SS. Hartford
COUNTY OF HARTFORD }

On this 11th day of January, 2016, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Senior Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

Nora M. Stranko

Notary Public

My Commission Expires March 31, 2018

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of September 11, 2018.

Signed and sealed at the City of Hartford.



Kevin Heckman, Assistant Vice President

Pepe Dominguez

To: 'Commissioner Alfred' (ealfred@co.jefferson.tx.us)
Cc: Don Rao (drao@co.jefferson.tx.us); 'Commissioner Arnold'; 'Commissioner Weaver'; 'Commissioner Sinegal'; 'Judge Branick'; 'Ronda Conlin'; Steve Stafford [sstafford@co.jefferson.tx.us] (sstafford@co.jefferson.tx.us); 'Kenneth Minkins' (kminkins@co.jefferson.tx.us); Doug Canant <dscanant@dd6.org> (dscanant@dd6.org); ggross@co.jefferson.tx.us; wmaxey@ljasurvey.com
Subject: Replat Lot No. 1-A of the Green Acres North Subdivision Manuel Chirino Survey Abstract No. 10
Attachments: Replat Lot No. 1-A of the Green Acres North Subd. Manuel Chirino Survey Abst. No. 10 _Comm Court.pdf

Commissioner Alfred ,

Attached is a PDF of Replat Lot No. 1-A of the Green Acres North Subdivision Manuel Chirino Survey Abstract No. 10. Located off of State Highway No. 124 in Precinct #4. This plat is not within any ETJ and has met all of our platting requirements.

I will be placing this plat on the Agenda for Monday, September 24th, 2018.

If you have any questions please contact either Don or myself.

Pepe Dominguez

Pepe Dominguez
Jefferson County Engineering
1149 Pearl 5th Floor
Beaumont, TX 77701
Offc. 409 835-8584
Fax. 409 835-8718
email: peped@co.jefferson.tx.us

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



Office (409) 835-8442
Fax (409) 835-8628
eddiearnold@co.jefferson.tx.us

Eddie Arnold
Jefferson County
Commissioner Pct. #1

MEMORANDUM

TO: Don Rao, Engineering *OK* *ED*

FROM: Eddie Arnold, Commissioner Precinct #1

DATE: September 18, 2018

RE: Llano Rd in the River Ranch Subdivision

Don,

Please review list and signed letters from the majority of the property owners that reside or whose property borders Llano Rd. in the River Ranch Subdivision off Reins Rd in R&B Pct. #1.

We have inspected this private road and find it is appropriate and it qualifies for consideration as a county road upon Commissioners Court acceptance.

Please place on the Commissioners Court Agenda for consideration.

Thanks,

A handwritten signature in blue ink that reads "Eddie Arnold".



PROPERTY OWNERS ON LLANO RD. / RIVER RANCH SUBDIVISION

LIST OF OWNERS THAT LETTERS WERE MAILED TO:

Jack Dubose	17465 Frio Rd
✓ Robert Barnett	17445 Frio Rd - <i>Returned 9-17-18</i>
✓ Christopher & Sherron Abbott	148 Briggs, Beaumont - <i>Returned 9-17-18</i>
✓ Charles & Kelci Mason	2000 Llano Rd - <i>Letter Returned 9-12-18 as</i>
James & Erin Watts	2005 Llano Rd
✓ Aaron & Shelley Permenter	2010 Llano Rd - <i>Letter Rec - 9/11/18</i>
✓ Howard & Sarah Wilcox	2015 Llano Rd - <i>Returned 9-17-18</i>

TO: Residents / Property Owners on Llano Rd., River Ranch Subdivision

From: Jefferson County Commissioner Eddie Arnold, PCT. #1

Ofc. 409.835.8442, Fax 409.835.8628, email: eddiearnold@co.jefferson.tx.us.

Mail: 1149, Pearl St. 4th Flr., Beaumont TX 77701

Please be advised that Jefferson County, Pct. #1 Road and Bridge Dept. is currently reviewing the option of accepting the maintenance and the parallel drainage of Llano Rd. located in the River Ranch subdivision. This is an optional proposal that needs your consideration. Currently Llano Rd. is considered a private road and any and all maintenance is the responsibility of the property owners that border it.

The normal process for Jefferson County to assume the maintenance is that a formal written request is submitted to Jefferson County from the developer requesting acceptance of the new road or street that they built to Jefferson County specifications. Following a thorough inspection of the road and drainage provided by the original developer of record, the County would submit the request to the Jefferson County Commissioner Court for final consideration and action. It is my understanding that this developer is no longer available or willing to submit this request.

I have received a few verbal requests from residents and property owners that border Llano Rd. to consider accepting Llano Rd. as a Jefferson County road, which if approved by the Jefferson County Commissioners Court, would change its designation from private road to a public road. If this request is pursued and approved, the maintenance and parallel road drainage would become the future responsibility of Jefferson County Pct. #1, not the current property owners. Regulations regarding the right of ways and easements including the drainage ditches, etc. would be under County control and oversight. Pct. #1 and our engineering dept. have inspected Llano Rd. and agree it was built per our specifications and we are willing to consider accepting the maintenance, if approved.

In order for me to consider this process, I need a majority of the property owners to sign, date and return this request as indicated below. **There is no financial obligation to any of the property owners regarding this issue, if approved.** If approved the future expenses for maintenance would be borne by all the taxpayers of Jefferson County as a whole, via their property tax allocations, like all other County maintained roads.

Following receipt of the signed documents, I will evaluate and determine the next step in the process and advise you accordingly. Questions can be submitted to my contact information above.

Your response would be appreciated,

Eddie Arnold, Jefferson Co. Commissioner Pct. #1

(Please Print)

Howard D. Wilcox

I Sarah A. Wilcox, owner of property address, 2015 Llano Rd, request Jefferson County Commissioner's Court accept Llano Rd. as a public road and assume the maintenance as other County Roads.

SIGNED: *Howard D. Wilcox*

DATE: *9/11/18*

Sarah A. Wilcox

9/11/2018

TO: Residents / Property Owners on Llano Rd., River Ranch Subdivision

From: Jefferson County Commissioner Eddie Arnold, PCT. #1

Ofc. 409.835.8442, Fax 409.835.8628, email: eddiearnold@co.jefferson.tx.us.

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Your response would be appreciated,

Eddie Arnold, Jefferson Co. Commissioner Pct. #1

(Please Print)

I Christopher + Sherry Abbott, owner of property address, LOT-19 ON LLANO RD., request Jefferson County Commissioner's Court accept Llano Rd. as a public road and assume the maintenance as other County Roads.

SIGNED: Christopher + Sherry Abbott

DATE: 9/13/18

TO: Residents / Property Owners on Llano Rd., River Ranch Subdivision
From: Jefferson County Commissioner Eddie Arnold, PCT. #1

Ofc. 409.835.8442, Fax 409.835.8628, email: eddiearnold@co.jefferson.tx.us.

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Your response would be appreciated,

Eddie Arnold, Jefferson Co. Commissioner Pct. #1

(Please Print)

I, Robert L. Barnett, owner of property address, 17045 Fm Rd, request Jefferson County Commissioner's Court accept Llano Rd. as a public road and assume the maintenance as other County Roads.

SIGNED: Robert L. Barnett

DATE: 9/4/18

Lot 14 1.116 Ac. River Ranch Estates

RECEIVED SEP 12 2018 AS

TO: Residents / Property Owners on Llano Rd., River Ranch Subdivision
From: Jefferson County Commissioner Eddie Arnold, PCT. #1

Ofc. 409.835.8442, Fax 409.835.8628, email: eddiearnold@co.jefferson.tx.us.

Mail: 1149, Pearl St. 4th Flr., Beaumont TX 77701

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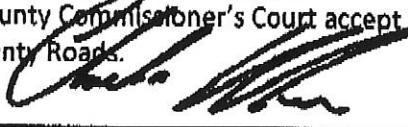
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Your response would be appreciated,

Eddie Arnold, Jefferson Co. Commissioner Pct. #1

(Please Print)

I, Charles A. Mason, Kelci Mason, owner of property address, 2000 Llano Rd., request Jefferson County Commissioner's Court accept Llano Rd. as a public road and assume the maintenance as other County Roads.

SIGNED: 

DATE: 09/12/2018

Charles A. Mason

TO: Residents / Property Owners on Llano Rd., River Ranch Subdivision

From: Jefferson County Commissioner Eddie Arnold, PCT. #1

Ofc. 409.835.8442, Fax 409.835.8628, email: eddiearnold@co.jefferson.tx.us.

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Your response would be appreciated,

Eddie Arnold, Jefferson Co. Commissioner Pct. #1

(Please Print)

I Shelly Penmeyer, owner of property address, 2010 Llano Rd., request Jefferson County Commissioner's Court accept Llano Rd. as a public road and assume the maintenance as other County Roads.

SIGNED: Shelly Penmeyer

DATE: 9-11-2018

September 17, 2018

Jefferson County Commissioners' Court
1149 Pearl Street
Beaumont, Texas 77701

Honorable Judge Jeff Branick and Commissioners' Court:

On behalf of the Southeast Texas Government Employee Benefits Pool Board of Trustees, I am pleased to present 2019 renewal rates for your current employee benefits through the risk pool. We are proud of the partnerships we have developed with the groups in the pool and are determined to continue to meet your employees' needs for high quality benefits while managing costs.

MEDICAL PLAN OPTIONS

The following rates reflect a 5% increase for Active Employees for 2019. Network and Claims' Administration Services will be provided by United Healthcare and Pharmacy Benefit Management services will be provided by Express Scripts. Jefferson County currently offers Plan 333 to its active employees.

UHC Medical Plan 333 (Active Employees)	
Employee only	\$705.19
Employee & Spouse	\$1,622.39
Employee & Child	\$1,428.40
Family	\$1,859.99

The following rates reflect a 5% increase for Retirees under 65 years of age for 2019 Network and Claims' Administration Services will be provided by United Healthcare and Pharmacy Benefit Management services will be provided by Express Scripts. Jefferson County currently offers Plan 333 to its retirees under 65 years of age.

UHC Medical Plan 333 (Retirees Under 65)	
Retiree only	\$1,235.76
Retiree & Spouse	\$2,842.97
Retiree & Child	\$2,503.06
Family	\$3,259.37
Spouse Only	\$1,607.21
Child Only	\$1,267.31

Jefferson County
Page 2

DENTAL PLAN OPTIONS

The following rates reflect a 5% increase for 2018. Network and Claims' Administration Services will be provided by United Healthcare.

	Dental High Plan	Dental Basic Plan
Employee only	\$30.72	\$20.62
Employee & Child	\$66.23	\$43.11
Employee & Spouse	\$66.23	\$43.11
Family	\$112.60	\$66.58

LIFE INSURANCE AND LONG TERM DISABILITY INSURANCE

Basic Life, Supplemental Life and Long Term Disability rates will not change for 2019.

Age 65 & Over Retiree Benefits

There is a 1% overall rate increase for the Age 65 & Over Retiree Benefits offered through Group Administrative Concepts, which includes the Hartford Medicare Supplement and Express Scripts Medicare Part D drug coverage, for 2019. The new rate is \$329.66 per member per month.

In accordance with your Interlocal Participation Agreement, your agreement will automatically renew effective January 1, 2019, unless written notice of the intent to terminate the agreement is received sixty (60) days prior to the renewed term.

If you have any questions concerning the benefits, rate changes, or if there is anything else we can help you with, please don't hesitate to give us a call. We will be happy to assist in any way we can.

Sincerely,



Kim Isaacs
Administrator

cc: Patrick Swain, Chairperson

Special, September 24, 2018

There being no further business to come before the Court at this time,
same is now here adjourned on this date, September 24, 2018