

SPECIAL, 6/2/2014 1:30:00 PM

BE IT REMEMBERED that on June 02, 2014, there was begun and holden a SPECIAL session of the Commissioners Court of Jefferson County, Texas, with the following members and officers present and participating except those absent as indicated:

Honorable Jeff Branick, County Judge

Commissioner Eddie Arnold, Commissioner Pct. No. 1

Commissioner Brent Weaver, Commissioner Pct. No. 2

Commissioner Michael Sinegal, Commissioner Pct. No. 3

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

Honorable G. Mitch Woods, Sheriff

Honorable Carolyn L. Guidry , County Clerk

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

Notice of Meeting and Agenda and Minutes
June 02, 2014

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
June 02, 2014**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **1:30 PM**, on the **02nd** day of **June 2014** at its regular meeting place in the Commissioner's Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

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

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

WORKSHOP: 10:30 a.m. – To receive a presentation from the Manager of Jack Brooks Regional Airport to update the Commissioners' Court on overall operations at the airport.

INVOCATION: Eddie Arnold, Commissioner, Precinct One

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

PURCHASING:

1. Approve specifications for (IFB 14-013/JW), Term Contract for Temporary Canteen (Meal Catering) Disaster/Emergency for Jefferson County.

SEE ATTACHMENTS ON PAGES 13 - 45

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

2. Approve specifications for (IFB 14-015/JW), Term Contract for Aviation Fuel for Jack Brooks Regional Airport.

SEE ATTACHMENTS ON PAGES 46 - 79

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

3. Approve specifications for (IFB 14-016/JW), Term Contract for Pest Control Service for Jefferson County.

SEE ATTACHMENTS ON PAGES 80 - 113

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

4. Approve Specifications for (RFP 14-020/KJS), Development/Lease Proposals for a Charter School at the former TYC property.

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

Notice of Meeting and Agenda and Minutes
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5. Consider and approve, execute, receive and file a renewal for (RFP 10-026/KJS), Food Service for Jefferson County Correctional Facility with Five Star Correctional Services for a fourth additional (1) one year renewal from June 25, 2014 to June 24, 2015.

SEE ATTACHMENTS ON PAGES 114 - 114

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

6. Consider and approve, execute, receive and file Change Order No. 2 for (IFB 13-006/KJS), Cheek Community Sewer Improvements – Cheek Phase III, with T. Johnson Industries for a net increase of 10 contract days, bringing the total contracted days to 190. The increase is due to rain delays.

SEE ATTACHMENTS ON PAGES 115 - 116

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

7. Consider and possibly approve an auction of surplus property as authorized by Local Government Code §263.152 (a) (1) to be auctioned by Horn's Auction, Inc. The auction is scheduled for Saturday June 7, 2014 at 9:00 A.M.

SEE ATTACHMENTS ON PAGES 117 - 119

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

8. Consider and possibly approve disposition of salvage property as authorized by Local Government Code §263.152 (a) (4), by donating it to a charitable organization, Goodwill Industries.

SEE ATTACHMENTS ON PAGES 120 - 122

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

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9. Consider and possibly approve disposition of salvage property as authorized by Local Government Code §263.152 (3), for broken or obsolete items.

SEE ATTACHMENTS ON PAGES 123 - 125

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

ADDENDUMS

10. Consider and possible approve a discretionary exemption as authorized by Local Government Code 262.024(11) vehicle and equipment repairs to ASCO for the repairs of heavy road equipment for Jefferson County Precincts.

Motion by: Commissioner Weaver

Second by: Commissioner Sinegal

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

Action: APPROVED

COUNTY AIRPORT:

11. Consider and possibly authorize the County Judge to execute a Private Hangar Lease between Jefferson County and Tertiary Holdings, LLC for property at the Jack Brooks Regional Airport.

Action: TABLED

COUNTY AUDITOR:

12. Consider and approve budget transfer - Engineering - upgrade handheld GPS unit and software.

115-0501-431-3011	COMPUTER - SOFTWARE	\$2,995.00	
115-0501-431-3084	MINOR EQUIPMENT	\$333.00	
115-0501-431-6007	AUTOMOBILES		\$2,426.00
115-0501-431-2003	EMPLOYEES' INSURANCE		\$902.00

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SEE ATTACHMENTS ON PAGES 126 - 126

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

13. Consider and approve budget amendment - General Services - additional cost for termination allowance.

120-1024-419-1099	TERMINATION ALLOWANCE	\$100,000.00	
120-1024-419-2001	F.I.C.A. EXPENSE	\$7,650.00	
120-1024-419-2002	EMPLOYEES' RETIREMENT	\$17,410.00	
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$125,060.00

SEE ATTACHMENTS ON PAGES 127 - 127

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

14. Consider and approve budget amendment - Elections Department - additional cost for run-off elections.

120-1034-414-5024	ELECTION EXP.-JUDGES/CLKS	\$94,000.00	
120-1034-414-5023	ELECTION EXP.-MISC.	\$1,700.00	
120-1034-414-1002	ASSISTANTS & CLERKS		\$37,000.00
120-1034-414-2002	EMPLOYEES' RETIREMENT		\$4,500.00
120-1034-414-2003	EMPLOYEES' INSURANCE		\$9,000.00
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$45,200.00

SEE ATTACHMENTS ON PAGES 128 - 128

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

*Notice of Meeting and Agenda and Minutes
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15. Consider and approve reducing the budgeted position for Investigator Position #6 from \$82,128 to \$68,118, and using the difference to create a supplement for the Investigator in the VAWA grant budget in the amount of \$14,010 per year.

SEE ATTACHMENTS ON PAGES 129 - 129

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

16. Consider and approve budget transfer - District Attorney - funding for supplement pay for the remainder of the fiscal year.

120-2030-412-1091	VAWA SUPPLEMENT	\$4,581.00	
120-2030-412-1026	INVESTIGATOR		\$4,581.00

SEE ATTACHMENTS ON PAGES 130 - 130

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

17. Consider and approve budget amendment - 252nd District Court - additional cost for indigent defense.

120-2037-412-5072	PAUPER ATTORNEY FEES	\$200,000.00	
110-2027-412-5055	PETIT JURORS		\$200,000.00

SEE ATTACHMENTS ON PAGES 131 - 131

Motion by: Commissioner Alfred

Second by: Commissioner Weaver

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

Action: APPROVED

18. Consider and approve budget amendment - 317th District Court - additional cost for indigent defense.

120-2039-412-5079	JUVENILE ATTORNEY FEES	\$50,000.00	
110-2027-412-5055	PETIT JURORS		\$50,000.00

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SEE ATTACHMENTS ON PAGES 132 - 132

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

19. Consider and approve budget amendment - Court Master - additional cost for arraignment & Drug Court judges.

120-2055-412-5077	CONTRACTUAL SERVICE	\$65,000.00	
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$65,000.00

SEE ATTACHMENTS ON PAGES 133 - 133

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

20. Consider and approve budget transfer - Constable, Precinct 1 - additional cost for ammunition and taser.

120-3065-425-3002	AMMUNITION	\$2,000.00	
120-3065-425-1098	OVERTIME ALLOWANCE		\$2,000.00

SEE ATTACHMENTS ON PAGES 134 - 134

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

21. Consider and approve utilizing available capital funds and budget transfer - Road & Bridge, Precinct 4 - purchase of a roller.

114-0409-431-6011	ROAD MACHINERY	\$72,000.00	
114-0402-431-1028	LABORERS		\$52,000.00
114-0402-431-2002	EMPLOYEES' RETIREMENT		\$10,000.00
114-0402-431-2003	EMPLOYEES' INSURANCE		\$10,000.00

SEE ATTACHMENTS ON PAGES 135 - 137

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

22. Consider and approve budget transfer - Beaumont Maintenance - purchase of computer and additional cost.

120-6083-416-6002	COMPUTER EQUIPMENT	\$3,145.00	
120-6083-416-5077	CONTRACTUAL SERVICE	\$1,000.00	
120-6083-416-4009	BUILDINGS AND GROUNDS		\$3,145.00
120-6083-416-4054	TELEPHONE		\$1,000.00

SEE ATTACHMENTS ON PAGES 138 - 138

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

23. Consider and approve acceptance of donation for Legacy Community Development Corporation in the amount of \$36,000 for the benefit of Cheek First Time Sewer Project.

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

24. Receive and file Financial & Operating Statements for the Month Ending April 30, 2014.

SEE ATTACHMENTS ON PAGES 139 - 153

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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25. Regular County Bills - check #393993 through check #394276 (5/26/2014) and check #394277 through check #394480 (6/2/2014).

SEE ATTACHMENTS ON PAGES 154 - 172

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

COUNTY CLERK:

26. Consider and possibly approve Early Voting locations for August 5, 2014, Special Runoff Election for State Senate District 4.

SEE ATTACHMENTS ON PAGES 173 - 173

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

27. Consider and possibly approve countywide Election Day polling locations for August 5, 2014, Special Runoff Election for State Senate District 4.

SEE ATTACHMENTS ON PAGES 174 - 174

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

COUNTY COMMISSIONERS:

28. Consider, possibly approve, authorize the County to execute and receive and file a Partner Contribution Statement between Jefferson County, Texas and Ducks Unlimited pursuant to the North American Wetlands Conservation Act for Jefferson County wetlands projects.

SEE ATTACHMENTS ON PAGES 175 - 176

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

Notice of Meeting and Agenda and Minutes
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29. Consider and possibly approve a Proclamation for the Julie Rogers “Gift of Life” Program – 2014 National Men’s Health Month.

SEE ATTACHMENTS ON PAGES 177 - 178

Motion by: Commissioner Arnold

Second by: Commissioner Alfred

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

Action: APPROVED

30. Receive and file executed Memorandum of Understanding between the Southeast Texas Regional Planning Commission and Jefferson regarding the 2014 Port Security Grant Program and the County’s use of the Southeast Texas Emergency Alerting Network.

SEE ATTACHMENTS ON PAGES 179 - 180

Motion by: Commissioner Sinegal

Second by: Commissioner Weaver

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

Action: APPROVED

JUVENILE PROBATION:

31. Receive and file the proposed Juvenile Probation Department budget for FY 2014 in accordance with 140.004 Local Government Code.

SEE ATTACHMENTS ON PAGES 181 - 181

Motion by: Commissioner Alfred

Second by: Commissioner Sinegal

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

Action: APPROVED

SHERIFF'S DEPARTMENT:

32. Consider and possibly approve the elimination of a correctional officer position and the creation of an Administrative Office Specialist position in the Jail budget at an annual budget of \$44,175. The creation of the position would result in an annual savings of \$6,500.

SEE ATTACHMENTS ON PAGES 182 - 183

Motion by: Commissioner Weaver

Second by: Commissioner Arnold

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

Action: APPROVED

Notice of Meeting and Agenda and Minutes
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33. Consider and approve a Resolution for Deputy John H. Austin for 26 years and 4 months of dedicated service as a Deputy in Corrections, Work Release and Transfer Department for the Jefferson County Sheriff's Office and wishes him well in his future endeavors.

SEE ATTACHMENTS ON PAGES 184 - 184

Motion by: Commissioner Weaver

Second by: Commissioner Arnold

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

Action: APPROVED

Jeff R. Branick
County Judge



JEFFERSON COUNTY PURCHASING DEPARTMENT

Deborah L. Clark, Purchasing Agent

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

LEGAL NOTICE Advertisement for Invitation for Bids

June 2, 2014

Notice is hereby given that sealed bids will be accepted by the Jefferson County Purchasing Department for IFB 14-013/JW, Term Contract for Temporary Canteen (Meal Catering) Disaster/Emergency for Jefferson County. **Specifications for this project may be obtained from the Jefferson County website, <http://www.co.jefferson.tx.us>, 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. 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 Temporary Canteen (Meal Catering)
Disaster/Emergency for Jefferson County
BID NO: IFB 14-013/JW
DUE DATE/TIME: 11:00 AM, Tuesday, June 24, 2014
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 Jamey West, Contract Specialist, at 409-835-8593.

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.

Deborah L. Clark
Purchasing Agent
Jefferson County, Texas

Publish: Beaumont Enterprise & Port Arthur News – June 4th and June 11th, 2014

IFB 14-013/JW
Term Contract for Temporary Canteen (Meal Catering)
Disaster/Emergency for Jefferson County
Bids due: 11:00 AM, June 24, 2014

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**BIDDER IS RESPONSIBLE FOR RETURNING ALL REQUIRED PAGES (MARKED WITH AN “X” ABOVE)
WITH THE BID. ADDITIONALLY, BIDDER MUST MONITOR THE PURCHASING WEB SITE
(HTTP://WWW.CO.JEFFERSON.TX.US/PURCHASING/MAIN.HTM) TO SEE IF ADDENDA OR
ADDITIONAL INSTRUCTIONS HAVE BEEN POSTED. FAILURE TO RETURN ALL REQUIRED
FORMS COULD RESULT IN A BID BEING DECLARED AS NON-RESPONSIVE.**

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, First 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.

All bids shall be tightly sealed in an opaque envelope and plainly marked with the Bid Number, Bid Name, 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. 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.

3. Preparation of Bids

The bid shall be legibly printed in ink or typed.

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.

4. 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.

5. County Holidays – 2014:

January 1	Wednesday	New Year's Day
January 20	Monday	Martin Luther King, Jr. Day
February 17	Monday	President's Day
April 18	Friday	Good Friday
May 26	Monday	Memorial Day
July 4	Friday	Independence Day
September 1	Monday	Labor Day
November 11	Tuesday	Veterans Day
November 27-28	Thursday-Friday	Thanksgiving
December 25-26	Thursday-Friday	Christmas

6. 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.

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. 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.

13. 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.

14. 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.

15. 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.

16. Currency

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

17. 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.

18. Notice to Proceed/Purchase Order

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

19. 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.

20. Definitions

"County" – Jefferson County, Texas.

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

21. 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 Terms and 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 Proprietary Data. Bidder may, by written request, indicate as confidential any portion(s) of a bid that contain proprietary information, including manufacturing and/or design processes exclusive to the vendor. Jefferson County will protect from public disclosure such portions of a bid, unless directed otherwise by legal authority, including existing Open Records Acts.

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,” common 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 requirement 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 date of award and, upon agreement between vendor(s) and Jefferson County, may be renewed annually for up to four (4) additional 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.

Special Requirements/Instructions

The following requirements and instructions supersede General Requirements where applicable.

1. Bid Requirement

Each bidder shall insure that all parts of the bid are **completed and returned**. The Table of Contents indicates specifically which pages need to be returned; these pages shall constitute the vendor's bid. Vendor shall use an opaque envelope, clearly indicating on the outside the **Bid Number, Bid Description, and marked "SEALED BID"**. 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. **Bidders shall submit one (1) original and two (2) copies of the bid.**

2. Multiple Vendor Award

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

3. 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.

4. 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).

5. 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.

6. Insurance

The contractor (including any and all subcontractors as defined in Section 7.1.3 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.

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

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

Minimum Insurance Requirements

Public Liability	\$1,000,000.00
Excess Liability	\$1,000,000.00
Property Insurance	Improvements & Betterments
Workers' Compensation	Statutory Coverage (see attached)

7. Workers' Compensation Insurance

7.1 Definitions:

- 7.1.1 **Certificate of coverage ("Certificate")** – A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement, DWC-81, DWC-82, DWC-83, or DWC-84 showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.
- 7.1.2 **Duration of the project** – Includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.
- 7.1.3 **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.
- 7.2 The Contractor shall provide coverage, based on proper reporting of classification code and payroll amounts and filing any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.
- 7.3 The Contractor must provide a certificate of coverage to the governmental entity prior to being awarded the contract – refer to Section 6 above.
- 7.4 If the coverage period shown on the Contractor's current certificate of coverage ends during the duration of the project, the Contractor must, prior to the end of the coverage period, file a new certificate of coverage with the governmental entity showing that coverage has been extended.
- 7.5 The Contractor shall obtain from each person providing services on a project, and provide to the governmental entity:
- 7.5.1 A certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and
- 7.5.2 No later than seven (7) days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate ends during the duration of the project.
- 7.6 The Contractor shall retain all required certificates of coverage for the duration of the project and for one (1) year thereafter.
- 7.7 The Contractor shall notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

- 7.8 The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Department of Workers' Compensation, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.
- 7.9 The Contractor shall contractually require each person with whom it contracts to provide services on a project to:
- 7.9.1 Provide coverage, based on reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all its employees providing services on the project, for the duration of the project.
 - 7.9.2 Provide to the Contractor, prior to that person beginning work on the project a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.
 - 7.9.3 Provide the Contractor, prior to the end of coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.
 - 7.9.4 Obtain from each person with whom it contracts, and provide to the Contractor:
 - 7.9.4.1 A certificate of coverage, prior to the other person beginning work on the project; and
 - 7.9.4.2 the coverage period, if the coverage period shown on the current certificate of a new certificate of coverage showing extension of coverage, prior to the end of coverage ends during the duration of the project.
 - 7.9.5 Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter.
 - 7.9.6 Notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and
 - 7.9.7 Contractually require each person with whom it contracts to perform as required by paragraphs 7.1. – 7.7., with the certificates of coverage to be provided to the person for whom they are providing services.
- 7.10 By signing this contract or providing or causing to be provided a certificate of coverage, the Contractor is representing to the governmental entity that all employees of the contractor who will provide services of the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.
- 7.11 The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor which entitles the governmental entity to declare the contract void if the Contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the governmental entity.

Minimum Specifications

The following requirements and specifications supersede General Requirements where applicable. Contact Jamey West, Contract Specialist (e-mail: jwest@co.jefferson.tx.us; phone: 409-835-8593), regarding any questions or comments. Please reference bid number IFB 14-013/JW.

Scope of Services

General Purpose

- The parties recognize the vulnerability of Jefferson County citizens and their communities to damage, injury and loss of life and property resulting from Disasters. Such Disasters require 24/7 responses from emergency first responders. Government employees, various elected officials, state and federal representatives and other emergency management personnel. Providing meals to these individuals is mandatory in order for them to carry out their duties to the public effectively.
- Jefferson County wishes to make suitable arrangements for the provision of Meals to these individuals prior to actual need by entering into a contractual agreement based on the terms in this IFB.
- This agreement will be entered into by Jefferson County and the awarded bidder for the purpose of providing hot and cold meals, beverages, utensils, disposable plates and cups, other meal related supplies, and meal catering services and staging of equipment and clean up ("MEALS") for emergency workers in times of hurricanes or other natural or man made disasters or emergencies ("DISASTERS").

Services to be Provided by Caterer

- Caterer, during the months of June through November, agrees to maintain on site at its main facility
 - Sufficient food products, utensils, disposable paper plates and cups, plastic bags, for cleanup and related products so as to be able to serve a minimum of four (4) days worth of MEALS for up to 500 people per meal.
 - Equipment, including fuel to operate its vehicles and for preparation equipment that is necessary for the provision of meal services for the same number of meals.
 - Caterer also agrees to employ, and provide on-site, sufficient staff to deliver its services and its MEALS in a timely and efficient manner.
- The list of the types of MEALS shall be provided by Caterer See **APPENDIX A** for minimum requirements.

- The number of requested meals will be specified by the County's Authorized representative, but in a large disaster situation, such as a hurricane, it is anticipated there may be a request of up to 500 MEALS per regular serving time (one meal per person) and 200 cold meals/ boxed lunches per evening shift will be required to be prepared on site or delivered to one or more of the County's staging sites.
- There will be 3 regular serving times per day, and 1 additional meal provided for shift workers during the night.
 - Breakfast: 7:00 AM daily..... 500 MEALS
 - Lunch: 12:00 Noon daily..... 500 MEALS
 - Dinner: 6:00 PM nightly 500 MEALS
 - Shift: 11:00 PM nightly..... 200 Cold Meals
- Caterer agrees to comply with all health and safety codes in effect relating to the preparation and serving of MEALS and clean up for as long as its services are required as a result of the Disaster.
- Caterer agrees to respond to an activation request made by Jefferson County's Authorized Representative and be prepared to serve the first MEALS **as soon as is reasonably possible** depending on the circumstances.
- In the event of an approaching catastrophic hurricane (Category 4-5 on the Saffir-Simpson Scale), Jefferson County's Authorized Representative will strive to give Caterer thirty six (36) hours advanced notice of the need for Caterer's services. In addition Jefferson County will specify the number of days they anticipate MEALS will be required. Caterer will mobilize its equipment, report to the staging sites and serve the first MEALS within this time period. But, Caterer must be prepared to serve the first MEALS **within twelve (12) hours** of a Disaster if necessary.
- Caterer understands that providing MEALS requires the staging of equipment at the Jefferson County Courthouse 1149 Pearl Street, Beaumont, Texas (Central Main Location); and Precinct #2,7759 Viterbo Road, Beaumont, Texas (Secondary Location); and perhaps at other locations depending on the circumstances at the time of the disaster.
- Caterer is solely responsible for ensuring for the proper and necessary set-up, relocation, maintenance, protection and removal of such equipment and to clean-up the staging sites upon request of the County.
- Should any damage occur to any staging area as a result of such staging activities of Caterer, Caterer will be responsible for repair of such damage to its pre-damaged condition.
- Caterer shall provide a means of accounting for all meals served. It shall be the Caterer's responsibility to obtain a signature or other form of ID (to be determined by Jefferson County) for each meal that is served and billed to Jefferson County.

County Will

- County agrees to notify Caterer via telephone and in writing (fax or email) as far in advance of a disaster of its need for Caterer's service as is practicable depending on the type of Disaster so as to provide Caterer to properly and adequately respond to Jefferson County's requirements.
- County agrees to provide necessary parking spaces at the Jefferson County Courthouse and Precinct #2, to enable Caterer to use its vehicles and equipment during the time of the Disaster.
- County agrees to provide written notification of its need for extension of Caterer's services no less than 24 hours prior to termination of the initial specified period. Caterer will use its best efforts to accommodate this request and to continue to service County's requirements promptly and adequately.

Detail

- Contract Term: One (1) year from the date of award with an option to renew for four (4) additional years.
- Caterer, upon notification, must be prepared to serve the first MEALS **within twelve (12) hours** of a Disaster if necessary.
- Caterer must comply with current Health Ordinances.
- Bidder is to be able to supply at **fixed rates** a minimum of 500 MEALS per regular serving time (one meal per person) and 200 cold meals/ boxed lunches (per evening shift) will be required to be prepared on site or delivered to one or more of the County's staging sites.
- Caterer shall provide sample menus for each serving time in accordance to **APPENDIX A**.

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:

_____			For clarification of this offer, contact:	
Company Name			_____	
_____			Name	
Address			_____	
_____	_____	_____	_____	_____
City	State	Zip	Phone	Fax
_____			_____	
Signature of Person Authorized to Sign			E-mail	

Printed Name				

Title				

Bidder Shall Return Completed Form with Offer.

Acceptance of Offer

The Offer is hereby accepted for the following items: Term Contract for Temporary Canteen (Meal Catering) Disaster/Emergency for Jefferson County. Contract Term: One (1) year from date of award with an option to renew for four (4) additional years.

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. 14-013/JW, Term Contract for Temporary Canteen (Meal Catering) Disaster/Emergency 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

Date

Bidder Shall Return Completed Form with Offer.

Bid Form

Item	Description	Price Per Meal/ per person
1	Breakfast	\$
2	Lunch	\$
3	Dinner	\$
4	Boxed Lunch	\$

Acknowledgment of Addenda (if any):

Addendum 1 _____ Date Received _____

Addendum 2 _____ Date Received _____

Addendum 3 _____ Date Received _____

Bidder Shall Return Completed Form 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 BID.

REFERENCE ONE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

REFERENCE TWO

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

REFERENCE THREE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

Bidder Shall Return Completed Form 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.

Bidder (Entity Name)

Signature

Street & Mailing Address

Print Name

City, State & Zip

Date Signed

Telephone Number

Fax Number

E-mail Address

Bidder Shall Return Completed Form with Offer.

Conflict of Interest Questionnaire

For vendor or other person doing business with local government entity	
<p>This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.</p> <p>By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006 Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.0006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>	OFFICE USE ONLY
<p>1. Name of person doing business 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 style="text-align: center; font-size: small;">(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>	
<p>3. Describe each affiliation or business relationship with an employee or contractor of the local government entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.</p>	
<p>4. Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.</p>	

Bidder Shall Return Completed Form with Offer.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ
Page 2

For vendor or other person doing business with local government entity

5. Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receive or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local government entity?

Yes No

C. Is the filer of the questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each affiliation or business relationship:

6. Describe any other affiliation or business relationship that might cause a conflict of interest.

7.

Signature of person doing business with the governmental entity

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 . . .

- | | | |
|------------------------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 2. Notify in writing a reasonable number of HUBs, allowing sufficient time for effective participation of the planned work to be subcontracted? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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)? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 4. Negotiate in good faith with interested HUBs, and not reject bids from HUBs that qualify as lowest and responsive bidders? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 5. Document reasons HUBs were rejected? Was a written rejection notice, including the reason for rejection, provided to the rejected HUBs? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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

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: p Yes p 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 SUBCONTRACTOR 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 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: _____

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 _____ [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.

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 _____ 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 _____, 2014.

Notary Public in and for
the State of _____

Bidder Shall Return Completed Form with Offer.

Appendix A:

Emergency Menu Minimum Standards- To Be Used As A Guideline to Submit Your Own Menu

BREAKFAST

FRUIT, EGGS, MILK, JUICE, and COFFEE

ROTATE BACON, SAUSAGE, OR HAM PANCAKE, FRENCH TOAST, TORTILLAS,
OR BISCUITS GRITS, OATS, OR HASHBROWNS

LUNCH

EVERYDAY BOTTLED WATER, SODAS, AND A SNACK

ROTATE (SIDES) VEGTABLES, FRENCH FRIES, CHIPS, OR MASHED POTATOES

(MAIN COURSE) CHICKEN FRIED STEAK, HAMBURGERS, POT ROAST, BEEF
TIPS AND RICE CHOPPED BBQ SANDWICHES, CHICKEN FRIED CHICKEN, OR
COLD CUT POBOYS

DINNER

EVERYDAY BOTTLED WATER, SODAS, TEA, SALAD, AND A DESSERT

ROTATE (SIDES) HUSHPUPPIES, SLAW, BOILED RED POTATOES, PINTO BEANS,
RICE, VEGTABLES, POTATO SALAD, AND MASHED POTATOES

(MAIN COURSE) FRIED CATFISH, RIBEYES, CHICKEN FRIED STEAK, BBQ
BRISKET AND SMOKED SAUSAGE, SPAGHETTI AND MEAT BALLS, FRIED
SHRIMP, OR GRILLED CHICKEN BREAST

SHIFT MENU-Boxed Lunch

EVERYDAY BOTTLED WATER, SODAS, TEA, AND COFFEE

DELI SANDWICH WITH BAG OF CHIPS, PIECE OF FRUIT, AND A COOKIE OR
SIMILAR DESSERT



JEFFERSON COUNTY PURCHASING DEPARTMENT

Deborah L. Clark, Purchasing Agent

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

LEGAL NOTICE Advertisement for Invitation for Bids

June 2, 2014

Notice is hereby given that sealed bids will be accepted by the Jefferson County Purchasing Department for IFB 14-015/JW, Term Contract for Aviation Fuel for Jack Brooks Regional Airport. **Specifications for this project may be obtained from the Jefferson County website, <http://www.co.jefferson.tx.us>, 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. 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 Aviation Fuel for Jack Brooks Regional Airport
BID NO: IFB 14-015/JW
DUE DATE/TIME: 11:00 AM CST, Tuesday, June 24, 2014
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 Jamey West, Contract Specialist, at 409-835-8593.

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.

Deborah L. Clark
 Purchasing Agent
 Jefferson County, Texas

Publish: Beaumont Enterprise & Port Arthur News – June 4th and June 11th, 2014

IFB 14-015/JW
Term Contract for Aviation Fuel for Jack Brooks Regional Airport
Bids due: 11:00 AM CST, Tuesday, June 24, 2014

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BIDDER IS RESPONSIBLE FOR RETURNING ALL REQUIRED PAGES (MARKED WITH AN “X” ABOVE) WITH THE BID. ADDITIONALLY, BIDDER MUST MONITOR THE PURCHASING WEB SITE ([HTTP://WWW.CO.JEFFERSON.TX.US/PURCHASING/MAIN.HTM](http://www.co.jefferson.tx.us/purchasing/main.htm)) TO SEE IF ADDENDA OR ADDITIONAL INSTRUCTIONS HAVE BEEN POSTED. FAILURE TO RETURN ALL REQUIRED FORMS COULD RESULT IN A BID BEING DECLARED AS NON-RESPONSIVE.

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, First 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.

All bids shall be tightly sealed in an opaque envelope and plainly marked with the Bid Number, Bid Name, 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. 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.

3. Preparation of Bids

The bid shall be legibly printed in ink or typed.

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.

4. 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.

5. County Holidays – 2014:

January 1	Wednesday	New Year's Day
January 20	Monday	Martin Luther King, Jr. Day
February 17	Monday	President's Day
April 18	Friday	Good Friday
May 26	Monday	Memorial Day
July 4	Friday	Independence Day
September 1	Monday	Labor Day
November 11	Tuesday	Veterans Day
November 27-28	Thursday-Friday	Thanksgiving
December 25-26	Thursday-Friday	Christmas

6. 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.

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. 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.

13. 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.

14. 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.

15. 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.

16. Currency

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

17. 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.

18. Notice to Proceed/Purchase Order

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

19. 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.

20. Definitions

"County" – Jefferson County, Texas.

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

21. 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 Terms and 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 Proprietary Data. Bidder may, by written request, indicate as confidential any portion(s) of a bid that contain proprietary information, including manufacturing and/or design processes exclusive to the vendor. Jefferson County will protect from public disclosure such portions of a bid, unless directed otherwise by legal authority, including existing Open Records Acts.

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," common 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 requirement 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 date of award and, upon agreement between vendor(s) and Jefferson County, may be renewed annually for up to four (4) additional 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.

Special Requirements/Instructions

The following requirements and instructions supersede General Requirements where applicable.

1. Bid Requirement

Each bidder shall insure that all parts of the bid are **completed and returned**. The Table of Contents indicates specifically which pages need to be returned; these pages shall constitute the vendor's bid. Vendor shall use an opaque envelope, clearly indicating on the outside the **Bid Number, Bid Description, and marked "SEALED BID"**. 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. **Bidders shall submit one (1) original and two (2) copies of the bid.**

2. Multiple Vendor Award

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

3. 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.

4. 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).

5. 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.

6. Insurance

The contractor (including any and all subcontractors as defined in Section 7.1.3 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.

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

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

Minimum Insurance Requirements

Public Liability	\$1,000,000.00
Excess Liability	\$1,000,000.00
Property Insurance	Improvements & Betterments
Workers' Compensation	Statutory Coverage (see attached)

7. Workers' Compensation Insurance

7.1 Definitions:

7.1.1 **Certificate of coverage ("Certificate")** – A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement, DWC-81, DWC-82, DWC-83, or DWC-84 showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

7.1.2 **Duration of the project** – Includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.

7.1.3 **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.

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

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

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

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

7.5.1 A certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and

7.5.2 No later than seven (7) days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate ends during the duration of the project.

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

- 7.7 The Contractor shall notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.
- 7.8 The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Department of Workers' Compensation, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.
- 7.9 The Contractor shall contractually require each person with whom it contracts to provide services on a project to:
- 7.9.1 Provide coverage, based on reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all its employees providing services on the project, for the duration of the project.
 - 7.9.2 Provide to the Contractor, prior to that person beginning work on the project a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.
 - 7.9.3 Provide the Contractor, prior to the end of coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.
 - 7.9.4 Obtain from each person with whom it contracts, and provide to the Contractor:
 - 7.9.4.1 A certificate of coverage, prior to the other person beginning work on the project; and
 - 7.9.4.2 the coverage period, if the coverage period shown on the current certificate of a new certificate of coverage showing extension of coverage, prior to the end of coverage ends during the duration of the project.
 - 7.9.5 Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter.
 - 7.9.6 Notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and
 - 7.9.7 Contractually require each person with whom it contracts to perform as required by paragraphs 7.1. – 7.7., with the certificates of coverage to be provided to the person for whom they are providing services.
- 7.10 By signing this contract or providing or causing to be provided a certificate of coverage, the Contractor is representing to the governmental entity that all employees of the contractor who will provide services of the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.
- 7.11 The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor which entitles the governmental entity to declare the contract void if the Contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the governmental entity.

Minimum Specifications

The following requirements and specifications supersede General Requirements where applicable. Contact Jamey West, Contract Specialist (e-mail: jwest@co.jefferson.tx.us ; phone: 409-835-8593), regarding any questions or comments. Please reference bid number 14-015/JW.

Objective

Jefferson County seeks a contractor to provide aviation fuel for the Jack Brooks Regional Airport.

Scope

It is the intent of Jefferson County to solicit aviation fuel bids for the Jack Brooks Regional Airport. **The contract shall be for a period of three (3) years from August 1, 2014 through July 31, 2015.**

Price Formula

Price for AV Gas Low Lead 100 is the price in effect at time of delivery and is based on a formula price using Platts, U.S. Gulf Coast pipeline mid using Monday through Friday average effective on Tuesdays, plus bidder's markup per gallon, plus tax in effect.

Price for Jet A is the price in effect at the time of delivery and is based on a formula price using Platts, U.S. Gulf Coast pipeline mid using Monday through Friday average effective on Tuesdays, plus freight, plus bidder's markup per gallon, plus tax in effect.

Prices will be based on the previous week's average. The Weekly report will be the reference for prices for all purchases made beginning the following Wednesday for a period of one (1) week, which would be from Wednesday through Tuesday.

Bidder will furnish a computer printout each week showing the above calculations and prices in effect for the period, to be emailed (arupp@co.jefferson.tx.us) or faxed (409-722-2830) to the attention of Alex Rupp, Airport Director.

All price changes will be emailed to Alex Rupp, Airport Director at [**arupp@co.jefferson.tx.us**](mailto:arupp@co.jefferson.tx.us), and any other airport personnel as requested.

Bids not based on the above formula prices shall be rejected.

Quote F.O.B. delivered to storage tanks, Jack Brooks Regional Airport, Nederland, Texas, with delivery and unloading charges prepaid. Bidder bears freight charges.

Jefferson County is subject to taxes and fees as follows:

	AV Gas	
Tax or Fee	Low Lead 100	Jet A
Federal Gas Tax	\$0.19790	\$.24590
Total Tax/Fee per Gallon	\$0.19790	\$.24590

Include state fees and federal taxes totaling \$0.19790 per gallon on AV Gas Low Lead 100 and federal taxes of \$0.24590 per gallon on Jet A in your price.

Bidder shall furnish a copy of published specifications for fuels required under this invitation to bid.

There is no expressed or implied obligation for Jefferson County to reimburse responding bidders for any expense incurred in preparing bids in response to this request, and Jefferson County will not reimburse bidders for these expenses.

Approximate Annual Usage

Estimated volume is indicated below. No promise is made or implied that these quantities will be purchased. Orders will be placed on an **as-needed basis** for the duration of the contract. Purchase Orders will be released to the successful bidder as required. **Minimum Orders are not acceptable.**

Contract

This bid, when properly accepted by Jefferson County Commissioners' Court, shall constitute a contract equally binding between the successful bidder and Jefferson County. No different or additional terms will become a part of this contract. Interpretation and enforcement of this agreement shall be according to the laws of the State of Texas.

Technical Specifications

Aviation gasoline for civil and commercial service, herein referred to as AV Gas Low Lead 100, shall meet the current requirements of the American Society of Testing and Materials as set forth in the ASTM D 910, Grade 100LL.

Aviation turbine fuel, herein referred to as Jet A, shall meet the current requirements of ASTM D1655 for Kerosene-type commercial fuels, and **shall not be pre-blended with anti-icing additive.**

Estimated Volume

We estimate our purchases will be approximately as follows. In the past twelve (12) months, total Jack Brooks Regional Airport volume has been approximately 53,000 gallons of AV Gas Low Lead 100 and 750,000 gallons of Jet A. Of this volume, all was purchased by the County for resale. These figures serve as estimates only and no promise is made or implied that these quantities will be purchased.

Credit Cards/"Effective" Bids

Bids shall offer credit card processing for all major credit card for sales to private aircraft owners and pilots. Service fees (if any) for credit cards must be included in bid. Credit card service fees will be considered when bids are evaluated. It is estimated, based on our previous experience, that our total AV Gas Low Lead 100 volume will be for resale and that 95% of this volume will be credit card sales. We can expect 90% of the Jet A resale volume will be purchased with credit cards. Bids with credit card fees will be factored in order to develop "effective" bids using increments of one cent for percentage point of credit card service fee quoted. For example, a credit card fee of 3% will cause an increment of \$0.03 to be added to the price per gallon in order to develop the "effective" bid. Bids shall include the provision of point-of-sale software and all necessary hardware, including touch-screen handling of all transactions, with integration to most accounting software. Bids must include any monthly fees for network connections and maintenance.

All point of sale software for credit card processing must also be able to handle any and all military credit card transactions. Jack Brooks Regional Airport serves military customers and must be able to process military AIRCARDS. If bidder is unable to process military customer payments, bidder must notify the County in their response.

Bidder must specify any and all software and hardware available, for point of sale and other fuel management activities.

Branded or Unbranded

Bids may be for Branded or Unbranded supply contracts, however bidder must specify.

Training, Quality Control and Risk Management

Bidders offering FAR part 139 training, or other training and seminars should attach such offers to their bid, including approximate costs.

Refueler

Bid shall include provision of a 3,000 gallon Jet A refueler truck, including full maintenance coverage except for tires and batteries. Bidder must specify how service issues will be handled and where the repair services are located. If repair services are outside of Jefferson County, bidder must specify how they intend to move truck if unable to drive and if there will be a replacement truck.

If the bid proposes a lease arrangement, the lease must allow Jefferson County to terminate the lease without penalty upon thirty (30) days written notice. Other lease terms must be submitted with this proposal. Minimum truck specifications must include the following:

- Stainless Steel Tanks
- Single Point Delivery
- Overflow Protection
- 240 GPM Singlepoint Nozzle
- Two (2) 75 GPM Overwing Nozzle fuel Flow Capability
- Brake Interlock
- Automatic Transmission
- Automatic Prist Injection
- Compliance With All ATA 103 Regulation

Into-Plane Contract Fuel

Bidders may offer "Into-Plane Contract Fuel" programs. The County may accept or reject such programs independent of other items bid within this request.

Co-Mingle

Jefferson County will not accept a bid that proposes co-mingling of fuel.

Signs

The successful bidder shall provide and install signs and emblems acceptable to the Airport Manager, identifying the brand name of fuel provided, grades, and current prices. Signs shall be clearly visible to airplane personnel as they approach the fueling station.

Additional Marketing Support

Bidders desiring to offer cooperative advertising and other marketing support should attach such offer to bid.

County Equipment

The County owns one (1) 750 gallon capacity AV Gas Low Lead 100 truck and one (1) 3000 capacity Jet A truck.

Contact

For further information, bidder may contact Alex Rupp, Airport Director, Jack Brooks Regional Airport at 409-719-4900.

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:

_____			For clarification of this offer, contact:	
Company Name			_____	
_____			Name	
Address			_____	
_____	_____	_____	_____	_____
City	State	Zip	Phone	Fax
_____			_____	
Signature of Person Authorized to Sign			E-mail	

Printed Name				

Title				

Bidder Shall Return Completed Form with Offer.

Acceptance of Offer

The Offer is hereby accepted for the following items: Term Contract for Aviation Fuel for Jack Brooks Regional Airport. Contract Term: Three (3) Years from August 1, 2014 through July 31, 2015.

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. 14-015/JW, Term Contract for Aviation Fuel for Jack Brooks Regional Airport. 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

Date

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 this IFB.

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

Item 1.

Price for AV Gas Low Lead 100 is the price in effect at time of delivery and is based on a formula price using Platts, U.S. Gulf Coast pipeline mid using Monday through Friday average effective on Tuesdays, plus bidder's markup per gallon, plus tax in effect.

Estimated Quantity	Description	Unit Price per Gallon	Estimated Total Price per Year
48,000 gallons	AV Gas Low Lead 100	\$_____	\$_____
	Platts Reference Price for 07-12-2011	\$_____	
	Bidder's Markup	\$_____	
	Taxes/Fees per Gallon	\$0.19790	
	Unit Price per Gallon (price, bidder's markup, and taxes/fees per gallon)	\$_____	\$_____
	Texas Delivery Fee (per delivery)	\$_____	\$_____

Item 2.

Price for Jet A is the price in effect at the time of delivery and is based on a formula price using Platts, U.S. Gulf Coast pipeline mid using Monday through Friday average effective on Tuesdays, plus freight, plus bidder's markup per gallon, plus tax in effect.

Estimated Quantity	Description	Unit Price per Gallon	Estimated Total Price per Year
440,000 gallons	Jet A	\$_____	\$_____
	Platts Reference Price for 07-12-2011	\$_____	
	Bidder's Markup	\$_____	
	Taxes/Fees per Gallon	\$0.24590	
	Unit Price per Gallon (price, bidder's markup, and taxes/fees per gallon)	\$_____	\$_____
	Texas Delivery Fee (per delivery)	\$_____	\$_____

Name of Company: _____

Bid Form (Continued)

Credit Cards honored and service fees:

	%		%
	%		%
	%		%
	%		%

Weighted Average of Fees (50% major oil)	\$
Increment due to the Average of Credit Card Fee	\$
AV Gas Low Lead 100 Effective Bid Price per Gallon	\$
Total Effective Bid per Gallon	\$
Jet A Effective Bid per Gallon	\$
Total Effective Bid per Gallon	\$
Effective Bid Value, Grand Total	\$
Bid Surety	\$
Additional Marketing Support (co-op advertising)	\$

Refueler Truck

3,000 Gallon Jet A Refueler Truck – Annual Cost:	\$ _____
Make/Model	

Name of Company: _____

Acknowledgment of Addenda (if any):

Addendum 1 _____ Date Received _____

Addendum 2 _____ Date Received _____

Addendum 3 _____ Date Received _____

Bidder Shall Return Completed Form 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 BID.

REFERENCE ONE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

REFERENCE TWO

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

REFERENCE THREE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

Bidder Shall Return Completed Form 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.

Bidder (Entity Name)	Signature
Street & Mailing Address	Print Name
City, State & Zip	Date Signed
Telephone Number	Fax Number
E-mail Address	

Bidder Shall Return Completed Form with Offer.

Conflict of Interest Questionnaire

For vendor or other person doing business with local government entity

This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.

OFFICE USE ONLY

By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006 Local Government Code.

A person commits an offense if the person violates Section 176.0006, Local Government Code. An offense under this section is a Class C misdemeanor.

1. Name of person doing business with local governmental entity.

2. Check this box if you are filing an update to a previously filed questionnaire.
 (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3. Describe each affiliation or business relationship with an employee or contractor of the local government entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.

4. Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.

Bidder Shall Return Completed Form with Offer.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ
Page 2

For vendor or other person doing business with local government entity

5. Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)

This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or business relationship. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receive or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local government entity?

Yes No

C. Is the filer of the questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each affiliation or business relationship:

6. Describe any other affiliation or business relationship that might cause a conflict of interest.

7.

Signature of person doing business with the governmental entity

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 . . .

- | | | |
|------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 2. Notify in writing a reasonable number of HUBs, allowing sufficient time for effective participation of the planned work to be subcontracted? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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 contact within the Prime Contractor/Consultant’s organization)? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 4. Negotiate in good faith with interested HUBs, and not reject bids from HUBs that qualify as lowest and responsive bidders? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | 5. Document reasons HUBs were rejected? Was a written rejection notice, including the reason for rejection, provided to the rejected HUBs? |
| <input type="checkbox"/> Yes | <input type="checkbox"/> 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

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 _____ [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.

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 _____ 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 _____, 2014.

Notary Public in and for
the State of _____

Bidder Shall Return Completed Form with Offer.



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah L. Clark, Purchasing Agent

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

LEGAL NOTICE
Advertisement for Invitation for Bids

June 2, 2014

Notice is hereby given that sealed bids will be accepted by the Jefferson County Purchasing Department for IFB 14-016/JW, Term Contract for Pest Control Service for Jefferson County. **Specifications for this project may be obtained from the Jefferson County website, <http://www.co.jefferson.tx.us>, 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. 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 Pest Control Service for Jefferson County
BID NO: IFB 14-016/JW
DUE DATE/TIME: 11:00 AM, Tuesday, June 24, 2014
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 Jamey West, Contract Specialist, at 409-835-8593.

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.

Deborah L. Clark
 Purchasing Agent
 Jefferson County, Texas

Publish: Beaumont Enterprise & Port Arthur News – June 4th & June 11th, 2014

IFB 14-016/JW
Term Contract for Pest Control Service for Jefferson County
Bids due: 11:00 AM, Tuesday, June 24, 2014

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BIDDER IS RESPONSIBLE FOR RETURNING ALL REQUIRED PAGES (MARKED WITH AN “X” ABOVE) WITH THE BID. ADDITIONALLY, BIDDER MUST MONITOR THE PURCHASING WEB SITE ([HTTP://WWW.CO.JEFFERSON.TX.US/PURCHASING/MAIN.HTM](http://www.co.jefferson.tx.us/purchasing/main.htm)) TO SEE IF ADDENDA OR ADDITIONAL INSTRUCTIONS HAVE BEEN POSTED. FAILURE TO RETURN ALL REQUIRED FORMS COULD RESULT IN A BID BEING DECLARED AS NON-RESPONSIVE.

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, First 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.

All bids shall be tightly sealed in an opaque envelope and plainly marked with the Bid Number, Bid Name, 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. 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.

3. Preparation of Bids

The bid shall be legibly printed in ink or typed.

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.

4. 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.

5. County Holidays – 2014:

January 1	Wednesday	New Year's Day
January 20	Monday	Martin Luther King, Jr. Day
February 17	Monday	President's Day
April 18	Friday	Good Friday
May 26	Monday	Memorial Day
July 4	Friday	Independence Day
September 1	Monday	Labor Day
November 11	Tuesday	Veterans Day
November 27-28	Thursday-Friday	Thanksgiving
December 25-26	Thursday-Friday	Christmas

6. **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.

7. **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.

8. **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.

9. **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.

10. **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.

11. **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.

12. **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.

13. 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.

14. 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.

15. 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.

16. Currency

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

17. 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.

18. Notice to Proceed/Purchase Order

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

19. 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.

20. Definitions

"County" – Jefferson County, Texas.

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

21. 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 Terms and 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 Proprietary Data. Bidder may, by written request, indicate as confidential any portion(s) of a bid that contain proprietary information, including manufacturing and/or design processes exclusive to the vendor. Jefferson County will protect from public disclosure such portions of a bid, unless directed otherwise by legal authority, including existing Open Records Acts.

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," common 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 requirement 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 date of award and, upon agreement between vendor(s) and Jefferson County, may be renewed annually for up to four (4) additional 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.

Special Requirements/Instructions

The following requirements and instructions supersede General Requirements where applicable.

1. Bid Requirement

Each bidder shall insure that all parts of the bid are **completed and returned**. The Table of Contents indicates specifically which pages need to be returned; these pages shall constitute the vendor's bid. Vendor shall use an opaque envelope, clearly indicating on the outside the **Bid Number, Bid Description, and marked "SEALED BID"**. 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. **Bidders shall submit one (1) original and two (2) copies of the bid.**

2. Multiple Vendor Award

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

3. 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.

4. 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).

5. 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.

6. Insurance

The contractor (including any and all subcontractors as defined in Section 7.1.3 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.

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

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

Minimum Insurance Requirements

Public Liability	\$1,000,000.00
Excess Liability	\$1,000,000.00
Property Insurance	Improvements & Betterments
Workers' Compensation	Statutory Coverage (see attached)

7. Workers' Compensation Insurance

7.1 Definitions:

7.1.1 **Certificate of coverage ("Certificate")** – A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement, DWC-81, DWC-82, DWC-83, or DWC-84 showing statutory workers' compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

7.1.2 **Duration of the project** – Includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the governmental entity.

7.1.3 **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.

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

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

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

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

7.5.1 A certificate of coverage, prior to that person beginning work on the project, so the governmental entity will have on file certificates of coverage showing coverage for all persons providing services on the project; and

7.5.2 No later than seven (7) days after receipt by the Contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate ends during the duration of the project.

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

- 7.7 The Contractor shall notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.
- 7.8 The Contractor shall post on each project site a notice, in the text, form and manner prescribed by the Texas Department of Workers' Compensation, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.
- 7.9 The Contractor shall contractually require each person with whom it contracts to provide services on a project to:
- 7.9.1 Provide coverage, based on reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all its employees providing services on the project, for the duration of the project.
 - 7.9.2 Provide to the Contractor, prior to that person beginning work on the project a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.
 - 7.9.3 Provide the Contractor, prior to the end of coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.
 - 7.9.4 Obtain from each person with whom it contracts, and provide to the Contractor:
 - 7.9.4.1 A certificate of coverage, prior to the other person beginning work on the project; and
 - 7.9.4.2 the coverage period, if the coverage period shown on the current certificate of a new certificate of coverage showing extension of coverage, prior to the end of coverage ends during the duration of the project.
 - 7.9.5 Retain all required certificates of coverage on file for the duration of the project and for one (1) year thereafter.
 - 7.9.6 Notify the governmental entity in writing by certified mail or personal delivery, within ten (10) days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and
 - 7.9.7 Contractually require each person with whom it contracts to perform as required by paragraphs 7.1. – 7.7., with the certificates of coverage to be provided to the person for whom they are providing services.
- 7.10 By signing this contract or providing or causing to be provided a certificate of coverage, the Contractor is representing to the governmental entity that all employees of the contractor who will provide services of the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.
- 7.11 The Contractor's failure to comply with any of these provisions is a breach of contract by the Contractor which entitles the governmental entity to declare the contract void if the Contractor does not remedy the breach within ten (10) days after receipt of notice of breach from the governmental entity.

Minimum Specifications

The following requirements and specifications supersede General Requirements where applicable. Contact Jamey West, Contract Specialist at (e-mail: jwest@co.jefferson.tx.us ; phone: 409-835-8593), regarding any questions or comments. Please reference bid number 14-016/JW.

Scope

The intention of this Jefferson County Invitation for Bid (IFB) is to solicit bids for a term contract for pest control services and related items for an initial contract period of one (1) year, with an option to renew for four (4) additional years.

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.

The contractor shall furnish all labor, tools, materials and equipment necessary to accomplish the full treatment pest control services for all areas and building specified herein including, but not limited to, rooms, closets, lounges, toilets, kitchens, hallways, stairwells, basement, attics, and laboratories.

Description

The contractor shall furnish and deliver as required pest control services that consist of baiting as the primary control, and spraying as the secondary control (if needed), for various facilities through Jefferson County. All areas in each facility, regardless of occupying tenants, shall receive pest control services in compliance with the administrative provisions of the Texas Structural Pest Control Act (TSPCA). Chemicals and poisons shall be utilized with care in the following manner:

1. Chemicals and/or poisons shall be handled and transported in strict accordance with product manufacturer, or as specified herein. Receptacles will not be placed in an area readily accessible to the public.
2. Chemicals and/or baits to be used shall be specifically designed for use in rodent and pest control work. The chemicals must be acceptable to the appropriate controlling Federal, State and Local agencies, or, if chemicals are proprietary preparations, they shall be registered under Federal Insecticide, Fungicide and Rodenticide Act for their proper use. **Material Safety Data Sheets for each chemical used on the property must be furnished to the contact person.** Only Environmental Protection Agency (EPA) approved non-flammable, non-injurious products may be used for work under this contract.
3. The chemicals and/or poisons shall be applied at the dosage rate and by the methods prescribed by the appropriate controlling agencies, laws, regulations, codes and ordinances, or in accordance with the directions for use acceptable for registration of the products under the Federal Act. No pesticide shall be used in any manner inconsistent with its labeling. All pesticides used in the pest control program shall be properly labeled for the control of the target pests against which they are being used and label instructions shall be strictly adhered to. **A statement of the methods to be used shall accompany the bid.**
4. **Extreme caution** must be taken by the contractor to protect human life from toxicity, poison or harm from the traps, poisons, bait stations, and chemicals used in extermination and pest control services. The contractor shall take all precautionary measures to safeguard the health and well-being of the building occupants and to protect their foods, furnishings and surroundings from harmful or distasteful odors, stains, spoilage or damage of any description. The Contractor shall be responsible for the safe use and application of the pesticides used in the pest control program. Protective clothing, equipment, and devices shall, at a minimum, conform to Occupational Health and Safety Administration (OSHA) standards for the products being used.

5. Inspections. Pest control programs shall be inspected at the discretion of the County to determine if such programs are being safely and effectively carried out and if these specifications are being complied with.
6. Structural Modification. Any modification of any structure covered by the Agreement shall be done by the County.

Square footage, as noted on the Bid Form, is estimated only. Bidder is responsible for verification of all areas described. As necessary, contractor may view area to be treated by arranging with contact person.

Service shall be performed according to the terms on the Bid Form (page 19) and will be coordinated with the individual contact person for each facility. **Contractor must provide to the Jefferson County contact person a treatment schedule that will be followed on a regular basis.** The Jefferson County contact person must approve any changes to the treatment schedule. The contractor's service representative will report to each location's contact person prior to performing any work. **Contractor shall provide and post in each facility a notice of pest control treatment as required by TSPCA.** The contact person(s) will notify the service representative of any infestation problems. If contractor is not able to complete a treatment as scheduled, a twenty-four (24) hour notice must be given to the Jefferson County contact person. Documentation of work performed must be signed by a Jefferson County employee or representative at the time service is performed.

Definitions of terms as noted on the Price Sheets and required for services by the County are as follows:

1. **Location** – A designated building or buildings or portion of a building owned or leased by the County at the address given. Each location will require service in certain areas including, but not limited to, wall, floors, doors, ceilings, restroom facilities, attics, foundation, basements, tunnels, chases, contents and tracts or parcels of land upon which buildings are situated. Vendor is advised that certain locations include food and/or medical facilities and that all appropriate safety precautions must be taken. A few locations require periodic treatment to building grounds and/or trash/garbage areas. These are noted herein according to information supplied.
2. **Standard** – During each scheduled service, the building's accessible perimeter and exterior entry points (doors and windows included) shall be treated; also all public areas such as restrooms, public corridors, kitchens, kitchenettes; and/or any area where pestilence breeding is enhanced shall be treated for control of roaches (American, German & Oriental), ants (excluding carpenter and pharaoh), water bugs, silverfish and other "household" pests included by industry definition.
3. **Bees** – includes additional service for swarm control of bees, wasps, hornets and like pests.
4. **Spiders** – Treat all accessible exterior entry points, baseboards, perimeter points and other areas where spider breeding is enhanced.
5. **Ants** (all types) – Treat all accessible exterior entry points, moisture areas, plumbing areas, and baseboards as needed.
6. **Rodents** – Treat areas upon inspection based upon sightings, droppings, urine stains, and gnaws marks.
7. **Callbacks** – shall be construed as service needed between regularly scheduled visits. All callbacks shall be provided at no charge to Jefferson County, as necessary to achieve and maintain satisfactory results. If Jefferson County inspects a facility and finds an infestation, a recall for service to the facility will be completed within two (2) working days.

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:

Company Name

For clarification of this offer, contact:

Address

Name

City State Zip

Phone Fax

Signature of Person Authorized to Sign

E-mail

Printed Name

Title

Bidder Shall Return Completed Form with Offer.

Acceptance of Offer

The Offer is hereby accepted for the following items: Term Contract for Pest Control Service for Jefferson County. Contract Term: One (1) year from date of award with an option to renew for four (4) additional years.

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. 14-016/JW, Term Contract for Pest Control Service 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

Carolyn L. Guidry
County Clerk

Bidder Shall Return Completed Form with Offer.

Bid Form

Item	Location	Area (Sq. Ft.)/ Composition	Contact	Service Times	Price per Month	Price per Year
A	Beaumont					
1	Courthouse – Old Building 1149 Pearl Street Beaumont, Texas 77701	242,899 Brick	David Knight 409-835 8511	5 pm – 12 midnight	\$	\$
2	Courthouse – New Building 1001 Pearl Street Beaumont, Texas 77701	220,000 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
3	Sheriff’s Department 1001 Pearl Street Beaumont, Texas 77701	102,745 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
4	Annex I 1225 Pearl Street Beaumont, Texas 77701	33,553 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
5	Annex II 1295 Pearl Street Beaumont, TX 77701	25,032 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
6	Service Center 1295 Pearl Street Beaumont, Texas 77701	3,848 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
7	Adult Probation Building 820 Neches Beaumont, Texas 77701	20,832 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
8	Jefferson County Women’s Center 145 S. 11 th Street Beaumont, TX 77702	7,500	Donna Kountz 409-833-2391	1:00 pm – 3:30 pm	\$	\$
9	Health & Welfare 1295 Pearl Street Beaumont, Texas 77701	3,700 Brick	David Knight 409-835-8511	5 pm – 12 midnight	\$	\$
10	Precinct # 1 Service Center 2205 Hwy. 90 Beaumont, Texas 77702	7,340	Robbie Griffin 409-752-2891	7:00 am – 4:00 pm, Monday -Thur	\$	\$

Bid Form (Continued)

Item	Location	Area (Sq. Ft.)/ Composition	Contact	Service Times	Price per Month	Price per year
11	Precinct # 4 Service Center 7790 Boyt Road Beaumont, Texas 77713	20,649 Brick/Block	Kenneth Minkins 409-794-2444	7:00 am – 4:00 pm, Mon-Thur	\$	\$
12	Precinct # 4 Stockyard Building 2202 Hebert Road Beaumont, Texas 77705	627 Wood	Kenneth Minkins 409-794-2444	7:00 am – 4:00 pm, Mon-Thur	\$	\$
13	Precinct # 4 Stockyard 2202 Herbert Road Beaumont, Texas 77705	2,694 Wood	Kenneth Minkins 409-794-2444	7:00 am – 4:00 pm, Mon-Thur	\$	\$
B	Juvenile Justice Center					
1	Minnie Rogers Juvenile Justice Center 5326 Hwy 69 S. Beaumont, Texas 77705	50,355 Metal/Block	Chief Ed Cockrell 409-722-7474	After 2:00 pm	\$	\$
C	Airport and Mid County Facilities					
1	Jerry Ware Terminal – Jack Brooks Regional Airport 5000 Jerry Ware Drive Beaumont, Texas 77705	20,000 Brick	Alex Rupp 409-722-0251	7:00 am – 4:00 pm, Mon-Fri	\$	\$
2	Main Terminal Building – Jack Brooks Regional Airport 6000 Airline Drive Beaumont, Texas 77705	41,988 Brick	Alex Rupp 409-722-0251	7:00 am – 4:00 pm, Mon-Fri	\$	\$
3	Administration Building – Jack Brooks Regional Airport 4875 Parker Drive Beaumont, Texas 77705	2,000 Brick	Alex Rupp 409-722-0251	7:00 am – 4:00 pm, Mon-Fri	\$	\$
4	Terminal II Annex – Jack Brooks Regional Airport 5000 Jerry Ware Drive Beaumont, Texas 77705	3,000 Brick	Alex Rupp 409-722-0251	7:00 am – 4:00 pm, Mon-Fri	\$	\$

Bid Form (Continued)

Item	Location	Area (Sq. Ft.)/ Composition	Contact	Service Times	Price per Month	Price per year
5	New Firehouse – Jack Brooks Regional Airport 5000 Jerry Ware Dr., Ste 100 Beaumont, Texas 77705	5,794 Brick	Alex Rupp 409-722-0251	7:00 am – 4:00 pm, Mon-Fri	\$	\$
6	Mid County Tax Office 4605 Jerry Ware Drive Beaumont, Texas 77705	2,476 Metal/Brick	Mike Trahan 409-727-2173	6:15 am – 5:00 pm, Mon-Thur	\$	\$
7	Mid County Office Building 7933 Viterbo Road Beaumont, Texas 77705	15,000 Metal/Brick	Mike Trahan 409-727-2173	6:15 am – 5:00 pm, Mon-Thur	\$	\$
8	JP & Constable Bldg Pct.# 4 19217 Hwy 365 Beaumont, Texas 77705	3800 Brick	Mike Trahan 409-727-2173	6:15 am – 5:00 pm, Mon-Thur		
9	Precinct # 2 Service Center 7759 Viterbo Road Beaumont, Texas 77705	14,400 Metal	Mike Trahan 409-727-2173	6:15 am – 5:00 pm, Mon-Thur	\$	\$
10	Jefferson County Sheriff's Office– Narcotics Division Office 4640 Hangar Drive Beaumont, Texas 77705	4,500 Metal	Chief Ron Hobbs 409-726-2950	8:00 am – 5:00 pm By Appointment.	\$	\$
D South County Facilities						
1	Subcourthouse 525 Lakeshore Drive Port Arthur, Texas 77640	19,700 Limestone	Mark Bernard 409-983-8307	5pm – 12 midnight By Appointment.	\$	\$
2	Subcourthouse Maintenance 709 Lakeshore Drive Port Arthur, Texas 77640	2,000 Brick	Mark Bernard 409-983-8307	5 pm – 12 midnight By Appointment.	\$	\$
3	Health & Welfare 246 Dallas Avenue Port Arthur, Texas 77640	14,340 Brick	Mark Bernard 409-983-8307	5 pm – 12 midnight By Appointment.	\$	\$
4	Juvenile Probation 900 4 th Street Port Arthur, Texas 77640	3,740 Brick	Mark Bernard 409-983-8307	5pm – 12 midnight By Appointment.	\$	\$

Bid Form (Continued)

Item	Location	Area (Sq. Ft.)/ Composition	Contact	Service Times	Price per Month	Price per year
5	Precinct # 3 Service Center 5700 Jade Avenue Port Arthur, Texas 77640	7,140 Metal	Mark Redwine 409-983-8307	8:00 am - 5:00 pm By Appointment.	\$	\$
6	Precinct # 3 Stockyard 24420 Hwy 124 Hamshire, Texas 77622	5,396 Metal	Mark Redwine 409-983-8307	8:00 am - 5:00 pm By Appointment.	\$	\$
7	Precinct # 3 Service Center Storage Shed 5700 Jade Avenue Port Arthur, Texas 77640	7,500 Metal	Mark Redwine 409-983-8307	8:00 am - 5:00 pm By Appointment.	\$	\$
8	Jefferson County Sheriff's Office – Marine Unit 5960 S. 1 st Street Sabine Pass, Texas 77655	4,071 Hardy Plank (concrete)/ Metal Roof	Chief Ron Hobbs 409-726-2950	8:00 am – 5:00 pm By Appointment.	\$	\$

Acknowledgment of Addenda (if any):

Addendum 1 _____ Date Received _____

Addendum 2 _____ Date Received _____

Addendum 3 _____ Date Received _____

Bidder Shall Return Completed Form 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 BID.

REFERENCE ONE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

REFERENCE TWO

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

REFERENCE THREE

Government/Company Name: _____

Address: _____

Contact Person and Title: _____

Phone: _____ Fax: _____

Contract Period: _____ Scope of Work: _____

Bidder Shall Return Completed Form 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.

Bidder (Entity Name)	Signature
Street & Mailing Address	Print Name
City, State & Zip	Date Signed
Telephone Number	Fax Number
E-mail Address	

Bidder Shall Return Completed Form with Offer.

Conflict of Interest Questionnaire

For vendor or other person doing business with local government entity	
<p>This questionnaire is being filed in accordance with chapter 176 of the Local Government Code by a person doing business with the governmental entity.</p> <p>By law this questionnaire must be filed with the records administrator of the local government not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006 Local Government Code.</p> <p>A person commits an offense if the person violates Section 176.0006, Local Government Code. An offense under this section is a Class C misdemeanor.</p>	<p>OFFICE USE ONLY</p>
<p>1. Name of person doing business 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 style="margin-left: 40px;">(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than September 1 of the year for which an activity described in Section 176.006(a), Local Government Code, is pending and not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)</p>	
<p>3. Describe each affiliation or business relationship with an employee or contractor of the local government entity who makes recommendations to a local government officer of the local governmental entity with respect to expenditure of money.</p>	
<p>4. Describe each affiliation or business relationship with a person who is a local government officer and who appoints or employs a local government officer of the local governmental entity that is the subject of this questionnaire.</p>	

Bidder Shall Return Completed Form with Offer.

<p>CONFLICT OF INTEREST QUESTIONNAIRE</p>	<p>FORM CIQ Page 2</p>
<p>For vendor or other person doing business with local government entity</p>	
<p>5. Name of local government officer with whom filer has affiliation or business relationship. (Complete this section only if the answer to A, B, or C is YES.)</p> <p>This section, item 5 including subparts A, B, C & D, must be completed for each officer with whom the filer has affiliation or business relationship. 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 from the filer of the questionnaire?</p> <p style="padding-left: 40px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>B. Is the filer of the questionnaire receive or likely to receive taxable income from or at the direction of the local government officer named in this section AND the taxable income is not from the local government entity?</p> <p style="padding-left: 40px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>C. Is the filer of the questionnaire affiliated with a corporation or other business entity that the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?</p> <p style="padding-left: 40px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>D. Describe each affiliation or business relationship:</p>	
<p>6. Describe any other affiliation or business relationship that might cause a conflict of interest.</p>	
<p>7.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; border-top: 1px solid black; margin-bottom: 5px;"></div> <div style="width: 45%; border-top: 1px solid black; margin-bottom: 5px;"></div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%; text-align: center;">Signature of person doing business with the governmental entity</div> <div style="width: 45%; text-align: center;">Date</div> </div>	

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 contact 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

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): _____

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: _____

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 _____ [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.

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 _____ 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 _____, 2014.

Notary Public in and for
the State of _____

Bidder Shall Return Completed Form with Offer.

**CONTRACT RENEWAL FOR RFP 10-026/KJS,
FOOD SERVICE FOR JEFFERSON COUNTY CORRECTIONAL FACILITY**

The County entered into a contract with Five Star Correctional Services for one (1) year, from June 28, 2010 to June 27, 2011, with an option to renew the contract for up to a five (5) year period.

Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for a fourth additional one (1) year renewal from June 25, 2014 to June 24, 2015.

ATTEST:

JEFFERSON COUNTY, TEXAS

Carolyn L. Guidry, County Clerk

Jeff R. Branick, County Judge

CONTRACTOR:
Five Star Correctional Services



(Name)

A505

**Texas Department of Agriculture
Construction Contract Change Order
14A**

Owner: Jefferson County 149 Pearl Street Jefferson County, Texas 77701 Phone No.: 409-835-8593	Contract For: LOW PRESSURE SEWER SYSTEM – CHEEK PHASE III Project Location: CHEEK AREA COMMUNITY JEFFERSON COUNTY, TEXAS	Region: SETRPC TxCDBG Contract No.: 711281 Change Order: No. 2
-----------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------

Contractor: T. Johnson Industries, Inc. P.O. Box 8009 Lumberton, TX 77657 Phone No.: 409-246-2440	Engineer: dp Consulting Engineers, Inc. 3727 Doctors Drive Port Arthur, Texas 77642 Phone No.: 409-983-6263
--------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------

Owner is requesting TDA review to determine eligibility of change order expenses.

Changes to Existing Line Items (Items from original bid or added in previous change order only)

Item No.	Item Description	Current Quantity	Unit	Unit Price	Change in Quantity (+/-)	Change in Contract Price
	RAIN DAYS					

**New Items Requested (Items without a unit price in the original bid)
Provide Explanation (attach separate documentation if necessary):**

Item No.	Item Description	Unit	Unit Price	Change in Quantity (+/-)	Change in Contract Price

Change in Contract Price		Change in Contract Time	
Original Contract Price:	\$112,856.50	Original Contract Time:	180 days
Previous Change Order(s) No. 1	\$ 2,323.00	Net Change From Previous Change Orders	0 days
Contract Price Prior to this Change Order	\$110,533.50	Contract Time Prior to this Change Order	180 days
Net Increase/Decrease of this Change Order	\$ 0.00	Net Increase/Decrease of this Change Order	10 days
Contract Price With all Approved Change Orders	\$110,533.50	Contract Time With all Approved Change	190 days
Cumulative % Change in Contract Price: - 0.02%			

Notice: * Generally, a cumulative change in the contract price in excess of 25% cannot be approved.
 * Reimbursement of costs submitted in this change order are subject to approval by the Department.
See TxCDBG Project Implementation Manual Section 5.2.5.

Region: SETRPC	TxCDBG Contract No.: 711281		
Grant Recipient: Jefferson County	Change Order No.: 2		
<u>JUSTIFICATION FOR CHANGE</u>	Increase	Decrease	No Change
1. Effect of this change on scope of work:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Effect on operation and maintenance costs:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Yes	No	N/A
3. Will this Change Order change the number of beneficiaries or TxCDBG contract Performance Statement? If yes, please attach Performance Statement modification request.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Has this change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? If "Yes", is an Environmental Re-assessment required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-
5. Is the TCEQ clearance still valid?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are other TxCDBG contractual special condition clearance still valid? (If no, specify):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-
7. If new items are included that were not included in the competitive bid, have the prices been determined to be reasonable?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
APPROVED by Grant Recipient (Required):			
Signature: _____ Title: _____ Date: _____			
RECOMMENDED: By: <u>William J. Canan, P.E.</u> ENGINEER (Authorized Signature) Date: <u>4-4-14</u>		ACCEPTED: By: <u>Steve Hart</u> CONTRACTOR (Authorized Signature) Date: <u>4-7-14</u>	
To receive an email copy of the TDA response, provide information below:			
	Name	Email address	
Grant Recipient	Mario Watkins	mwatkins@co.jefferson.tx.us	
Admin Consultant	Vivian L. Ballou	vballou@carlgriffith.com	
Engineering Consultant	Will Larrain, P.E.	wlarrain@dpengineersinc.com	
For office use only:	Eligible Change Order		
Net Increase/Decrease of this Change Order Requested \$ _____	Net Increase/Decrease of this Change Order Requested _____ days		
Net Increase/Decrease of this Change Order Approved \$ _____	Net Increase/Decrease of this Change Order Approved _____ days		
Contract Price With all Approved Change Orders \$ _____	Contract Time With all Approved Change Orders _____ days		
Notes:			
_____ Regional Coordinator			_____ Date
_____ Manager			_____ Date



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: May 28, 2014

Re: Surplus Property Auction

Consider and possibly approve an auction of surplus property as authorized by Local Government Code §263.152 (a) (1) to be auctioned by Horn's Auction, Inc. The auction is scheduled for Saturday June 7, 2014 at 9:00 A.M.

Thank you.

JEFFERSON COUNTY, TEXAS
 1149 PEARL STREET
 BEAUMONT, TX 77701

SURPLUS PROPERTY SALE
 HORN AUCTION

June 7, 2014

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
EMERGENCY MANAGEMENT	QUALCOMM SATELLITE PHONE	N107C5344	
EMERGENCY MANAGEMENT	QUALCOMM SATELLITE PHONE	N107C56FG	
EMERGENCY MANAGEMENT	QUALCOMM SATELLITE PHONE	N1075PG9V	
EMERGENCY MANAGEMENT	QUALCOMM SATELLITE PHONE	N107C565R	
EMERGENCY MANAGEMENT	QUALCOMM SATELLITE PHONE	N10806V06	
<i>contact person: Mike White</i>			
COUNTY CLERK	METAL CARD FILE		8789
COUNTY CLERK	METAL CARD FILE		8790
COUNTY CLERK	EPSON RECEIPT PRINTER	A95G023743	
<i>contact person: Theresa Goodness</i>			
PURCHASING	LEATHER & FABRIC CHAIR		11694
PURCHASING	BLUE LEATHER CHAIR		19730
<i>contact person: Sylvia Moore</i>			
TAX OFFICE - BEAUMONT	CHARCOAL LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BROWN FABRIC CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BLACK FABRIC CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BROWN LEATHER CHAIR		9299
TAX OFFICE - BEAUMONT	BROWN LEATHER CHAIR		9300
TAX OFFICE - BEAUMONT	BROWN FABRIC CHAIR		6645
TAX OFFICE - BEAUMONT	MAUVE FABRIC CHAIR		4915
TAX OFFICE - BEAUMONT	BLUE FABRIC CHAIR		31053
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	MAUVE FABRIC CHAIR		9345

Approved by Commissioners' Court: _____

JEFFERSON COUNTY, TEXAS
 1149 PEARL STREET
 BEAUMONT, TX 77701

SURPLUS PROPERTY SALE
 HORN AUCTION

June 7, 2014

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		34061
TAX OFFICE - BEAUMONT	DESK		9066
TAX OFFICE - BEAUMONT	DESK		
TAX OFFICE - BEAUMONT	WOODEN MAGAZINE RACK		
TAX OFFICE - BEAUMONT	PROJECTION SCREEN-DA-LITE VERSATOL		
<i>contact person: Debbie Bevilacqua</i>			

Approved by Commissioners' Court: _____



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

A handwritten signature in cursive script, appearing to be "DC", is written over the printed name "Deborah Clark".

Date: May 29, 2014

Re: Disposal of Salvage Property – Computers and Equipment

Consider and possibly approve disposition of salvage property as authorized by Local Government Code §263.152 (a) (4), by donating it to a charitable organization, Goodwill Industries.

Thank you.

Jefferson County, Texas
1149 Pearl Street
Beaumont, TX 77701

Donation of Salvage Property
Computer Equipment
to
Goodwill Industries

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
	<i>Desktops/Laptop Computers:</i>		
MIS	GATEWAY E3600	0025232883	36BT-31119
MIS	GATEWAY E4000	0027632055	15BT-29850
MIS	GATEWAY E4000	0029579293	74BT-27066
MIS	GATEWAY E-4000 DELUX	0031535464	
MIS	GATEWAY E-6500 SB	0037142368	52BT-30346
MIS	GATEWAY E-6610D SB	0037234500	35BT-30470
MIS	GATEWAY E-6610D SB	0037234514	30BT-30496
MIS	GATEWAY M255-G	0038968440	25BT-30911
MIS	GATEWAY E-6610D	0040525156	34BT-32513
MIS	GATEWAY E-6610D	0040525144	74BT-32530
MIS	GATEWAY E-6610D	0004500423	39BT-32845
MIS	GATEWAY E-6610D	0004500425	59BT-34010
MIS	GATEWAY E-6610D	0004500426	59BT-34010
MIS	TOSHIBA SAT PRO L300	48378133Q	25BT-33068
MIS	GATEWAY 6610	40525164	34bt-32511
MIS	GATEWAY 6610	4500422	39bt-32844
MIS	GATEWAY 6610	37234464	38bt-30708
MIS	GATEWAY 6610	40525123	33bt-32535
MIS	GATEWAY 6610	4052513	34bt-32514
MIS	GATEWAY 4300	36034850	47bt-29595
MIS	GATEWAY 4600	25238190	30bt-26318

Goodwill Industries

Approved by Commissioners' Court: _____

Jefferson County, Texas
 1149 Pearl Street
 Beaumont, TX 77701

Donation of Salvage Property
 Computer Equipment
 to
 Goodwill Industries

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
MIS	<i>Printers & Miscellaneous items</i>		
MIS	HP LJ 2100	USGZ080849	
MIS	HP LJ 4350	CNGXG09103	13BT-29413
MIS	VCR		
MIS	29 Monitors		
MIS	Box of Mice, Keyboards, misc plugs and connectors		
contact person: Andrae Thierry			

Goodwill Industries

Approved by Commissioners' Court: _____



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: May 28, 2014
Re: Disposal of Salvage Property

Consider and possibly approve disposition of salvage property as authorized by Local Government Code §263.152 (3), for broken or obsolete items.

Thank you.

JEFFERSON COUNTY, TEXAS
1149 PEARL STREET
BEAUMONT, TX 77701

DISPOSAL OF SALVAGE PROPERTY

June 2, 2014

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
AGRICULTURE	CHAIR		16266
AGRICULTURE	CHAIR		36533
AGRICULTURE	CHAIR		30454
<i>contact person: Peggy Coleman</i>			
COUNTY CLERK	BLUE FABRIC CHAIR		NO TAG
COUNTY CLERK	BLUE FABRIC CHAIR		8783
COUNTY CLERK	BLUE FABRIC CHAIR		8715
COUNTY CLERK	BROWN FABRIC CHAIR		8610
COUNTY CLERK	IBM WHEELWRITER 10 TYPEWRITER		401
COUNTY CLERK	FUJITSU SCANNER		27681
COUNTY CLERK	HP 4000T PRINTER		27659
COUNTY CLERK	ZEBRA TLP BAR CODE RECEIPT PRINTER		27674
COUNTY CLERK	ZEBRA TLP BAR CODE RECEIPT PRINTER		27678
COUNTY CLERK	(111) METAL BOXES		
COUNTY CLERK	METAL SHELVES		
COUNTY CLERK	METAL 2-DOOR CABINET		
COUNTY CLERK	HOLE PUNCH		
COUNTY CLERK	BLUE FABRIC CHAIR		
COUNTY CLERK	HP CD WRITER	MY9493WUOR	24534
COUNTY CLERK	GATEWAY E4200 PC	0017096123	
COUNTY CLERK	DESK W/RETURN		
COUNTY CLERK	MICRO FILM SPLICER		8670
COUNTY CLERK	CUBICLE DIVIDERS		
<i>contact person: Theresa Goodness</i>			
DISTRICT ATTORNEY	DISPLAY CABINET		12082
<i>contact person: Emily Beaugh</i>			

Approved by Commissioners' Court: _____

JEFFERSON COUNTY, TEXAS
 1149 PEARL STREET
 BEAUMONT, TX 77701

DISPOSAL OF SALVAGE PROPERTY

June 2, 2014

DEPARTMENT	DESCRIPTION OF PROPERTY	SERIAL NO.	ASSET NO.
MAINTENANCE	ALPHONE UNICOM		15478
<i>contact person: David Knight</i>			
TAX OFFICE - BEAUMONT	BROWN LEATHER CHAIR		4398
TAX OFFICE - BEAUMONT	BROWN LEATHER CHAIR		4345
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BROWN FABRIC CHAIR		5516
TAX OFFICE - BEAUMONT	BLUE FABRIC CHAIR		4009
TAX OFFICE - BEAUMONT	BLUE FABRIC CHAIR		NO TAG
TAX OFFICE - BEAUMONT	MAUVE FABRIC CHAIR		31094
TAX OFFICE - BEAUMONT	MAUVE FABRIC CHAIR		31093
TAX OFFICE - BEAUMONT	BROWN FABRIC CHAIR		31081
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		31278
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		31086
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		30415
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
TAX OFFICE - BEAUMONT	BLACK LEATHER CHAIR		NO TAG
<i>contact person: Debbie Bevilacqua</i>			
PURCHASING	BROWN FABRIC CHAIR		15362
PURCHASING	LEATHER/FABRIC CHAIR		29524
<i>contact person: Debbie Bevilacqua/Tax Department</i>			

Approved by Commissioners' Court: _____

MEMORANDUM

TO: COMMISSIONERS COURT
FROM: DON RAO *aw*
SUBJECT: BUDGET TRANSFER
DATE: MAY 19, 2014

The following budget transfer is requested for Engineering to upgrade the handheld GPS unit and software. Please call if you have any questions.

115-0501-431-3011	Computer Software	\$2,995
115-0501-431-3084	Minor Equipment	\$ 333
115-0501-431-6007	Capital – Autos & Trucks	\$2,426
115-0501-431-2003	Employees Insurance	\$ 902

MEMORANDUM

TO: COMMISSIONERS COURT
FROM: PATRICK SWAIN
SUBJECT: BUDGET AMENDMENT
DATE: MAY 27, 2014

The following budget amendment is requested for General Services for additional cost for termination allowance due to a larger number of retirements of long term employees. Please call if you have any questions.

120-1024-419-1099	Termination Allowance	\$100,000
120-1024-419-2001	FICA	\$ 7,650
120-1024-419-2002	Employees Retirement	\$ 17,410
120-9999-415-9999	Contingency	\$125,060



Carolyn L. Guidry
COUNTY CLERK

Theresa Goodness
Chief Deputy

JEFFERSON COUNTY
P. O. Box 1151
Beaumont, Texas 77704
409-835-8475 Phone
409-839-2394 FAX

Email Address:
countyclerk@co.jefferson.tx.us

May 21, 2014

Patrick Swain, County Auditor
C/o Fran Lee, Financial Manager
1149 Pearl Street
7th Floor
Beaumont, Texas 77701

Fran,

Please transfer monies to cover the attached itemized shortages due to the increase number of elections this fiscal year.

ACCOUNT #	ACCOUNT DESCRIPTION	\$ AMOUNT	COMMENT
120-1034-414-50-24	ELECTION EXP - JUDGES/CLERKS	\$47,000.00	May 27, 2014 Primary Run-off Payroll
120-1034-414-50-24	ELECTION EXP - JUDGES/CLERKS	\$47,000.00	August, 5, 2014 SD4 Run-off payroll
120-1034-414-50-23	ELECTION EXP - MISC	\$1,700.00	U-HAUL Truck Rental (3 elections)
TOTAL		\$95,700.00	

Respectfully,

Carolyn L. Guidry
County Clerk

120-1034-414-50-24 <57,000>
120-1034-414-50-24 <47,000>
120-1034-414-50-23 <9,000>
120-1034-414-50-23 <15,200>



RECEIVED
MAY 22 2014

CORY J. H. CRENSHAW

CRIMINAL DISTRICT ATTORNEY
Jefferson County Courthouse
1058 Pearl Street-3rd Floor
Beaumont, Texas 77701-3545
(409) 835-8550
FAX: (409) 835-8573

PAT KNAUTH
First Assistant

KATHLEEN KENNEDY
Chief Civil Division

TO: Honorable Jeff Branick
FROM: Cory Crenshaw
DATE: May 22, 2014
RE: Investigator Position #6/Budget Transfer

Due to the need for an investigator who has the specialized investigative skills and experience needed for the public corruption and white collar criminal investigations, I am requesting a change of two current investigators positions. I am proposing this change to the non-classified position without an increase to the District Attorney's budget.

Consider and approve reducing the budgeted position for Investigator – position 6 from \$82,128 to 68,118 and using the difference to create a supplement for the Investigator in the VAWA grant budget in an amount of \$14,010 per year.

Consider and approve budget transfer – DA – funding for supplement pay for the remainder of the fiscal year.

120-2030-412-1091	VAWA Supplement	\$4,581
120-2030-412-1026	Investigators	\$4,581

Thank you,


Cory J. H. Crenshaw



RECEIVED
MAY 22 2014

CORY J. H. CRENSHAW

CRIMINAL DISTRICT ATTORNEY
Jefferson County Courthouse
1058 Pearl Street-3rd Floor
Beaumont, Texas 77701-3545
(409) 835-8550
FAX: (409) 835-8573

PAT KNAUTH
First Assistant

KATHLEEN KENNEDY
Chief Civil Division

TO: Honorable Jeff Branick

FROM: Cory Crenshaw

DATE: May 22, 2014

RE: Investigator Position #6/Budget Transfer

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Consider and approve reducing the budgeted position for Investigator – position 6 from \$82,128 to 68,118 and using the difference to create a supplement for the Investigator in the VAWA grant budget in an amount of \$14,010 per year.

Consider and approve budget transfer – DA – funding for supplement pay for the remainder of the fiscal year.

120-2030-412-1091	VAWA Supplement	\$4,581
120-2030-412-1026	Investigators	\$4,581

Thank you,


Cory J. H. Crenshaw

MEMORANDUM

TO: COMMISSIONERS COURT
FROM: PATRICK SWAIN
SUBJECT: BUDGET AMENDMENT
DATE: MAY 27, 2014

The following budget amendment is requested for 252nd District Court for additional cost for indigent defense. Please call if you have any questions.

120-2037-412-5072 Pauper Attorney Fees \$200,000

110-2027-412-5055 Petit Jurors \$200,000

MEMORANDUM

TO: COMMISSIONERS COURT
FROM: PATRICK SWAIN
SUBJECT: BUDGET AMENDMENT
DATE: MAY 27, 2014

The following budget amendment is requested for 317th District Court for additional cost for indigent defense. Please call if you have any questions.

120-2039-412-5079	Juvenile Attorney Fees	\$50,000
110-2027-412-5055	Petit Jurors	\$50,000

MEMORANDUM

TO: COMMISSIONERS COURT
FROM: PATRICK SWAIN
SUBJECT: BUDGET AMENDMENT
DATE: MAY 27, 2014

The following budget amendment is requested for Court Master for additional cost due to reduction in state funding for arraignment judges and drug court judge. Please call if you have any questions.

120-2055-412-5077	Contractual Services	\$65,000
120-9999-415-9999	Contingency	\$65,000

JEFFERSON COUNTY CONSTABLE

PRECINCT-1

COLEY "NICK" SALEME



Memo

Date: May 27, 2014

To: Fran Lee, Financial Manager

From: Constable's Office Precinct 1 Fax #: (409) 839-2369

RE: Transfer Line Item

Priority: [Urgent]

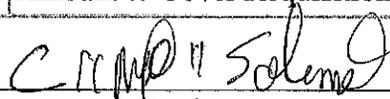
Line-item Transfer Amendment

DATE: May 27, 2014

Honorable Commissioners Court of Jefferson County:

I submit to you for your consideration the following line-item transfers:

	FUND	DEPT.	ACCT.	AMT.
From:	OVERTIME ALLOWANCE	120 3065 425	10-98	\$2,000.00
To:	AMMUNITION	120 3065 425	30-02	\$306.00
Reason:	Amount to Cover Requisition			



 Department Head

 Approved: County Judge for Commissioners Court

 Attest: County Clerk



EVERETTE "BO" ALFRED
COUNTY COMMISSIONER
 PRECINCT 4
 P. O. Box 4025
 Beaumont, Texas 77704-4025

MARIO WATKINS
 Executive Assistant

KENNETH MINKINS
 Superintendent
 Precinct 4 – Service Center

MEMO

To: Ms. Fran Lee, Auditing

From: Commissioner Everette Alfred

Date: May 27, 2014

RE: Transfer Funds

Please transfer the following for additional cost of purchasing a Pneumatic Roller:

To:

114-0409-431.60-11 (Road Machinery)

From:

114-0402-431-10-28 (Laborers)	\$52,000
114-0402-431.20-02 (Employees Retirement)	\$10,000
114-0402-431.20-03 (Employees Insurance)	\$10,000

Thank you.

EA/nr

*Currently \$6,467 available
in capital line item.*

From: Hi Way Equipment Department 409 218 8101 05/21/2014 00:10 #435 P.001/001

BOYT SERVICE CNTR.

MAY 21 2014

HGACBUY

CONTRACT PRICING WORKSHEET
 For Standard Equipment Purchases

Contract No.:

Date Prepared: 5/21/2014

This Form must be prepared by Contractor and given to End User. End User issues PO to Contractor, and MUST also fax a copy of PO, together with completed Pricing Worksheet, to H-GAC @ 713-993-4548. Please type or print legibly.

Buying Agency:	Jefferson County, Pct. 4	Contractor:	Associated Supply Company Inc.
Contact Person:		Prepared By:	Brad Herrington
Phone:		Phone:	
Fax:		Fax:	
Email:		Email:	

PRECINCT 14

Product Code:	29A	Description:	Rosco/LecBoy TP915 Pneumatic Roller
---------------	-----	--------------	-------------------------------------

A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$80,750.00

B. Published Options - Itemize below - Attach additional sheet if necessary - Include Option Code in description if applicable (Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
TruPac Roller w/Kubota Engine	Std		
FOPS Canopy	Std		
Light Combination Work Lights	Std		
Pressurized Water Spray System w/ 100% Alloy Cap	Std		
Back-up Alarm	Std		
Suspension Seat	Std		
ROPS	Std		
SMV Emblem	Std		
Glow Plugs	Std		
Electric Horn	Std		
			Subtotal From Additional Sheet(s):
			Subtotal B:

C. Unpublished Options - Itemize below - Attach additional sheet if necessary (Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
			Subtotal From Additional Sheet(s):
			Subtotal C:

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 0%

D. Total Cost before any other applicable Charges, Trade-ins, Allowances, Discounts, Etc. (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	\$80,750.00	=	Subtotal D:	\$80,750.00
-------------------	---	--------------------------	-------------	---	-------------	-------------

E. Other Charges, Trade-ins, Allowances, Discounts, Etc.

Description	Cost	Description	Cost	
		Factory Freight	865.00	
		Delivery	400.00	
		Manufactures special discount	-4,634.00	
			Subtotal E:	-3,369.00

Delivery Date: F. Total Purchase Price (D+E): \$77,381.00



JOHN DAVID KNIGHT
Director of Building Maintenance
Jefferson County Courthouse

To: Fran Lee / Auditing Department
From: David Knight / Maintenance Department
Date: May 27, 2014
Subject: Budget transfer

We are requesting a budget transfer of \$1,000 from account #120-6083-416-40-54 (Telephone) to account #120-6083-416-50-77 (Contractual Services) and transfer \$3144.70 from account #120-6083-416-40-09 (Buildings & Grounds) to account #120-6083-416-60-02 (Computer Equipment). If you have any questions regarding these transfers please call ext. 8511.

Sincerely,

DK/ab

JEFFERSON COUNTY, TEXAS

FINANCIAL & OPERATING
STATEMENTS - COUNTY FUNDS ONLY

For the Month Ending April 30, 2014



Patrick Swain - County Auditor

PATRICK SWAIN
COUNTY AUDITOR
(409) 835-8500



1149 PEARL ST. - 7TH FLOOR
BEAUMONT, TEXAS 77701

May 23, 2014

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 April 30, 2014 together with the results of operations of the budget for the seventh period then ended.

Revenue:

Total budgeted revenue collected for the month ending April 30, 2014 is \$102,758,658. Budgeted Revenues are \$120,094,477 leaving \$17,335,819 in revenue to be collected in order to meet our budgetary revenue goals. Highlights of revenues are as follows:

Property Taxes:

Property tax collections are \$82,038,510 for the first seven months of the year. This amount represents 97% of the budgeted amount of \$84,630,980.

Sales Taxes:

Forty-six percent of budgeted revenue for sales taxes has been collected. Sales Tax revenue is budgeted to be \$21,450,000.

Page Two

Licenses & Permits:

Fifty-seven percent of budgeted revenue from Licenses & Permits has been collected. Licenses & Permits are budgeted to be \$430,000 for the year.

Intergovernmental:

Sixty-three percent of Intergovernmental Revenue has been collected. Intergovernmental Revenue is budgeted to be \$1,497,541.

Fees:

Eighty-five percent of the budgeted revenue for Fees has been collected. Revenue from Fees is budgeted to be \$10,167,106 for the year.

Fines and Forfeitures:

Fifty-five percent of Fines and Forfeitures have been collected. Revenues from Fines and Forfeitures are budgeted to be \$1,675,000.

Interest:

Sixty-one percent of the budgeted revenue for Interest has been collected. Revenues from Interest are budgeted to be \$219,850.

Other Revenues:

Thirty-eight dollars has been collected in Other Revenues. Revenues from Other Revenues are budgeted to be \$24,000 for the year.

Expenditures:

Overall for the County's budgeted funds, fifty-three percent of the expenditures have been spent.

Page Three

Expenditures are budgeted to be \$120,226,587, which includes General Funds and debt service funds, excluding budgeted transfers of \$4,435,441 for the fiscal year ending September 30, 2014.

Please call me if you have any questions on the enclosed report.

Sincerely,

A handwritten signature in black ink, appearing to read 'Patrick Swain', with a long horizontal flourish extending to the right.

Patrick Swain
County Auditor

JEFFERSON COUNTY, TEXAS
FINANCIAL & OPERATING
STATEMENTS - COUNTY FUNDS ONLY
FOR THE THREE MONTHS ENDING APRIL 30, 2014
TABLE OF CONTENTS

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Statement of Expenditures - Compared with Budget Allocation	7-8
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Statement of Transfers In and Out	10

Jefferson County, Texas
Consolidated Balance Sheet
For The Month Ending April 30, 2014

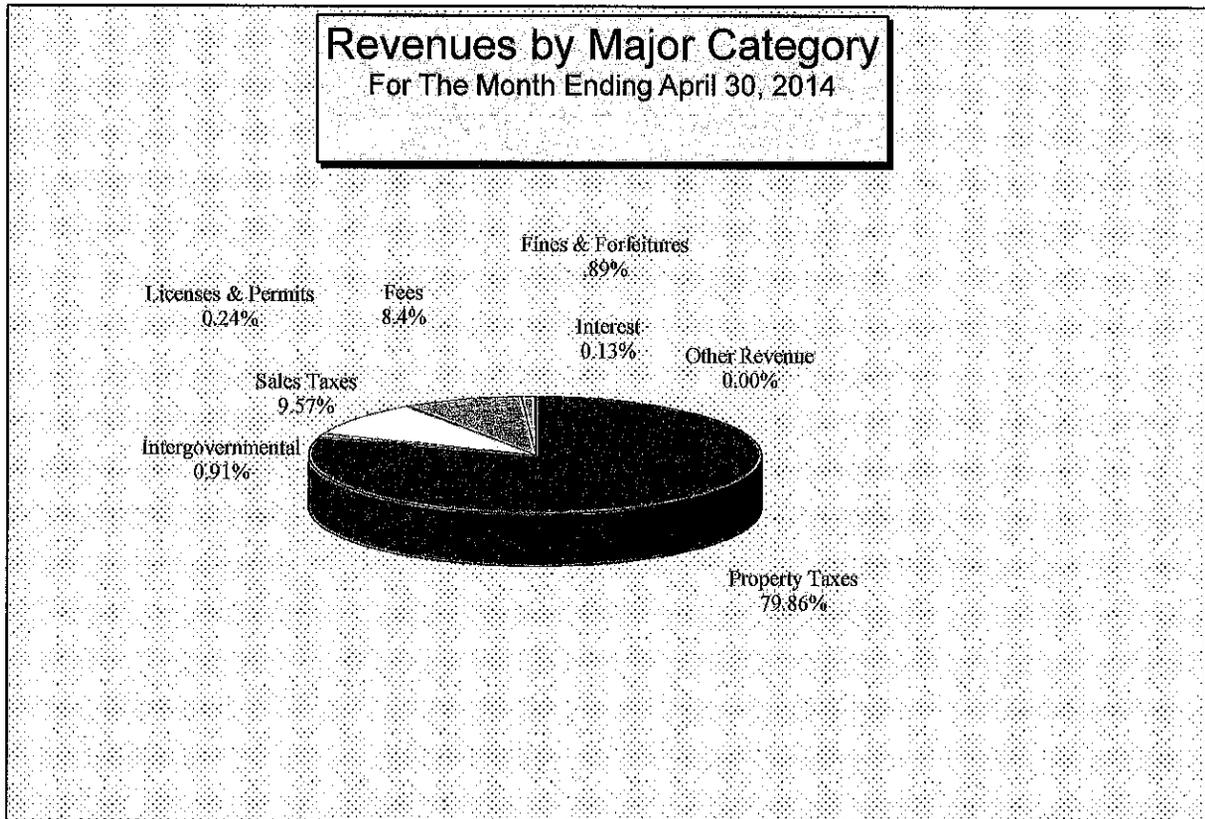
	<u>General Funds</u>	<u>Special Revenue Funds</u>	<u>Capital Project Funds</u>	<u>Debt Service Funds</u>	<u>Enterprise Funds</u>	<u>Internal Service Funds</u>	<u>Total</u>
<u>ASSETS</u>							
Cash and Cash Equivalents	\$ 82,581,390	15,885,032	10,108,446	6,011,378	(660,988)	2,228,932	\$ 116,154,190
Receivables & Prepaids	6,374,232	61,099	-	149,689	(3,563)	-	6,581,457
Intergovernmental Receivables	1,564,513	(6,082)	-	-	-	-	1,558,431
Due From Other Funds	150,000	-	-	-	-	-	150,000
Inventory	587,972	39,911	-	-	196,373	-	824,256
Other Assets	-	-	-	-	87,043,444	-	87,043,444
Total Assets	<u>\$ 91,258,107</u>	<u>\$ 15,979,960</u>	<u>\$ 10,108,446</u>	<u>\$ 6,161,067</u>	<u>\$ 86,575,266</u>	<u>\$ 2,228,932</u>	<u>\$ 212,311,778</u>
<u>LIABILITIES AND FUND BALANCE/EQUITY</u>							
Payables	\$ 3,177,778	426,889	-	-	54,388	1,711,178	\$ 5,370,233
Intergovernmental Payables	360	7,022	-	-	32	-	7,414
Due To Other Funds	-	-	-	-	-	-	-
Other Liabilities	5,639,418	82,625	-	130,866	407,966	-	6,260,875
Fund Balance/Equity	<u>82,440,551</u>	<u>15,463,424</u>	<u>10,108,446</u>	<u>6,030,201</u>	<u>86,112,880</u>	<u>517,754</u>	<u>200,673,256</u>
Total Liabilities and Fund Balance/Equity	<u>\$ 91,258,107</u>	<u>\$ 15,979,960</u>	<u>\$ 10,108,446</u>	<u>\$ 6,161,067</u>	<u>\$ 86,575,266</u>	<u>\$ 2,228,932</u>	<u>\$ 212,311,778</u>

Jefferson County, Texas
Statement of Changes in Fund Balances
For The Month Ending April 30, 2014

	3/31/2014	Month Ending 4/30/14				4/30/2014
	Fund Balance	Receipts	Disbursements	Transfers In(/Out)	Prior Period Adjustment	Fund Balance
Jury Fund	\$ 422,443	\$ 12,317	\$ 14,013	\$ -	\$ -	\$ 420,747
Road & Bridge Pct. 1	1,336,854	495,041	94,398	-	-	1,737,497
Road & Bridge Pct. 2	598,301	456,791	201,547	-	-	853,545
Road & Bridge Pct. 3	689,962	412,710	114,751	-	-	987,921
Road & Bridge Pct. 4	1,143,029	538,536	114,270	-	-	1,567,295
Engineering Fund	460,251	(4,198)	69,461	-	-	386,592
Parks & Recreation	68,931	5,481	8,646	-	-	65,766
General Fund	75,602,529	2,566,392	6,590,243	(578,150)	-	71,000,528
Mosquito Control Fund	1,765,329	(11,708)	86,986	-	-	1,666,635
Tobacco Settlement Fund	3,753,176	849	-	-	-	3,754,025
Total General Funds	85,840,805	4,472,211	7,294,315	(578,150)	-	82,440,551
Total Special Revenue Funds	14,830,179	2,216,978	1,583,733	-	-	15,463,424
Total Capital Project Funds	9,874,803	483,890	250,247	-	-	10,108,446
Total Debt Service Funds	6,059,405	(28,704)	500	-	-	6,030,201
Total Enterprise Funds	86,201,996	313,994	981,260	578,150	-	86,112,880
Total Internal Service Funds	579,266	1,678,347	1,739,859	-	-	517,754
Total Balances	\$ 203,386,454	\$ 9,136,716	\$ 11,849,914	\$ -	\$ -	\$ 200,673,256

Jefferson County Texas
 Statement of Revenues by Category - Compared with Budget Allocation
 For The Month Ending April 30, 2014

Category	Cumulative Actual	Annual Budget	Unrealized Balance	Percentage Unrealized
Property Taxes	\$ 82,038,510	\$ 84,630,980	\$ 2,592,470	3.06%
Sales Taxes	9,831,679	21,450,000	11,618,321	54.16%
Licenses & Permits	244,138	430,000	185,862	43.22%
Intergovernmental	936,787	1,497,541	560,754	37.44%
Fees	8,658,766	10,167,106	1,508,340	14.84%
Fines & Forfeitures	915,191	1,675,000	759,809	45.36%
Interest	133,549	219,850	86,301	39.25%
Other Revenue	38	24,000	23,962	99.84%
	<u>\$ 102,758,658</u>	<u>\$ 120,094,477</u>	<u>\$ 17,335,819</u>	<u>14.44%</u>



Jefferson County, Texas
Statement of Revenues - Compared With Budget Allocation
For The Month Ending April 30, 2014

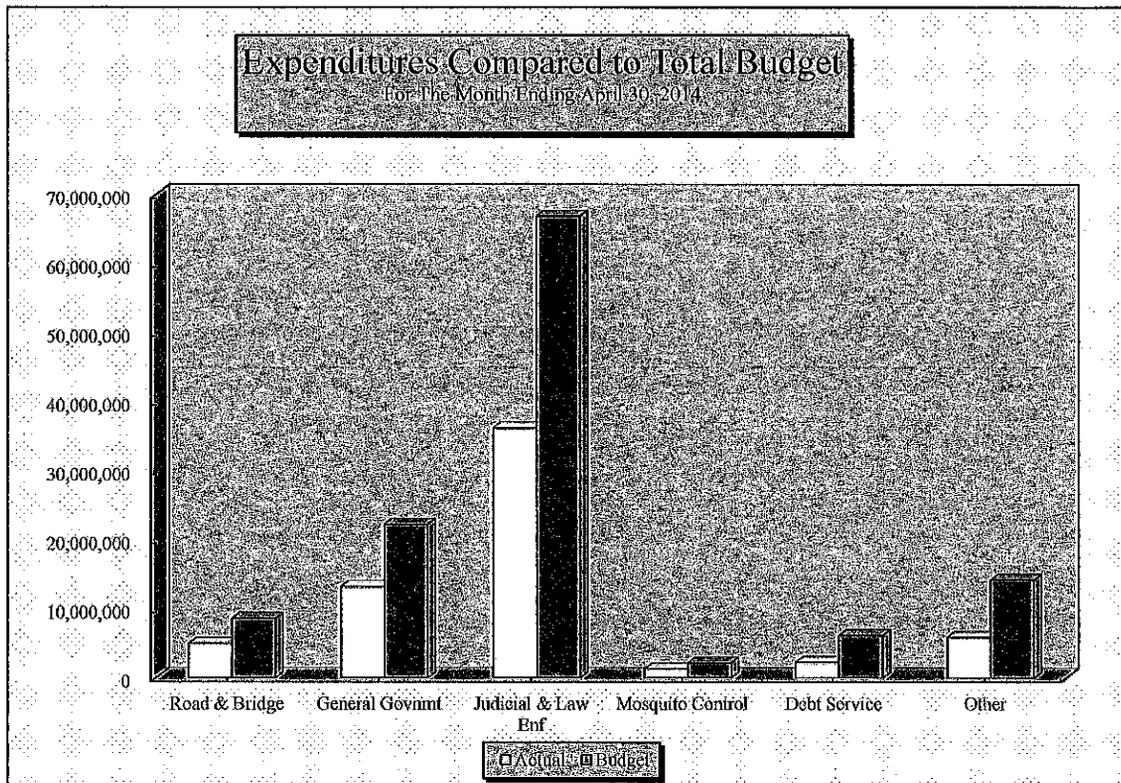
	October 2013					Cumulative Total	Annual Budget	Unrealized Balance
	-December	January	February	March	April			
Jury Fund								
Current Taxes	\$ 14,574	\$ 128,246	\$ 157,030	\$ 3,848	\$ (1,959)	\$ 301,739	\$ 309,641	\$ 7,902
Delinquent Taxes	1,109	194	241	508	312	2,364	3,766	1,402
Jury Fees	4,742	2,426	2,753	2,713	2,608	15,242	55,000	39,758
Intergovernmental Revenue	69,733	32,504	28,934	40,290	11,356	182,817	550,000	367,183
Road & Bridge Pct. 1								
Current Taxes	28,602	251,691	308,181	7,553	(3,844)	592,183	607,692	15,509
Delinquent Taxes	270	47	59	124	76	576	917	341
Intergovernmental Revenue	-	-	-	-	-	-	-	-
Auto Registration Fees	-	125,122	-	-	420,826	545,948	495,140	(50,808)
Road & Bridge Fees	110,144	47,265	44,784	57,924	49,894	310,011	534,230	224,219
Sales, Rentals & Services	-	42	-	-	-	42	-	(42)
Fines and Forfeitures	43,696	18,513	23,128	39,295	28,089	152,721	273,630	120,909
Road & Bridge Pct. 2								
Current Taxes	26,385	232,181	284,294	6,968	(3,546)	546,282	560,588	14,306
Delinquent Taxes	638	112	139	292	179	1,360	2,167	807
Intergovernmental Revenue	-	-	-	-	-	-	-	-
Auto Registration Fees	-	115,424	-	-	388,207	503,631	456,760	(46,871)
Road & Bridge Fees	101,606	43,601	41,313	53,434	46,027	285,981	492,820	206,839
Sales, Rentals & Services	-	2,500	-	-	-	2,500	-	(2,500)
Fines and Forfeitures	40,307	17,077	21,334	36,248	25,924	140,890	252,420	111,530
Road & Bridge Pct. 3								
Current Taxes	23,816	209,582	256,622	6,290	(3,201)	493,109	506,022	12,913
Delinquent Taxes	1,929	338	419	883	543	4,112	6,552	2,440
Intergovernmental Revenue	-	-	-	-	-	-	-	-
Auto Registration Fees	-	104,188	-	-	350,418	454,606	412,300	(42,306)
Road & Bridge Fees	91,716	39,357	37,291	48,233	41,547	258,144	444,850	186,706
Sales, Rentals & Services	(5)	(649)	-	2,036	-	1,382	-	(1,382)
Fines and Forfeitures	36,386	15,416	19,259	32,721	23,403	127,185	227,850	100,665
Road & Bridge Pct. 4								
Current Taxes	30,950	272,359	333,489	8,174	(4,159)	640,813	657,595	16,782
Delinquent Taxes	270	47	59	124	76	576	917	341
Intergovernmental Revenue	-	-	-	-	-	-	2,000	2,000
Auto Registration Fees	-	135,398	-	-	455,383	590,781	535,800	(54,981)
Road & Bridge Fees	119,190	51,146	48,462	62,680	53,992	335,470	578,100	242,630
Sales, Rentals & Services	(712)	400	-	-	2,850	2,538	-	(2,538)
Fines and Forfeitures	47,281	20,032	25,026	42,520	30,394	165,253	296,100	130,847
Other Revenue	-	-	-	-	-	-	-	-

Jefferson County, Texas
Statement of Revenues - Compared With Budget Allocation
For The Month Ending April 30, 2014

	October 2013					Cumulative	Annual	Unrealized
	-December	January	February	March	April	Total	Budget	Balance
Engineering Fund								
Current Taxes	\$ 41,425	\$ 364,536	\$ 446,354	\$ 10,940	\$ (5,567)	\$ 857,688	\$ 880,149	\$ 22,461
Delinquent Taxes	3,091	541	672	1,415	869	6,588	10,499	3,911
Licenses and Permits	200	700	-	-	-	900	1,000	100
Sales, Rentals & Services	500	-	200	-	500	1,200	1,500	300
Parks & Recreation								
Current Taxes	3,614	31,804	38,942	954	(486)	74,828	76,788	1,960
Delinquent Taxes	576	101	125	264	162	1,228	1,958	730
Sales, Rentals & Services	13,121	4,170	2,283	7,226	5,805	32,605	45,400	12,795
General Fund								
Current Taxes	3,791,636	33,365,999	33,472,563	(269,226)	(509,550)	69,851,422	71,907,283	2,055,861
Delinquent Taxes	285,578	50,023	62,090	130,732	80,322	608,745	970,030	361,285
Sales Taxes	1,880,232	1,962,768	2,388,508	1,690,828	1,909,343	9,831,679	21,450,000	11,618,321
Other Taxes	38	-	-	-	-	38	24,000	23,962
Licenses and Permits	79,793	38,683	33,386	42,936	48,440	243,238	429,000	185,762
Intergovernmental Revenue	130,866	33,432	70,680	200,929	318,063	753,970	945,541	191,571
Fees of Office	668,378	511,970	343,333	468,454	386,357	2,378,492	4,370,244	1,991,752
Other Sales, Rentals & Svcs.	812,471	(24,088)	435,698	182,735	193,377	1,600,193	1,744,962	144,769
Fines & Forfeitures	79,906	46,481	38,346	41,691	122,718	329,142	625,000	295,858
Interest	33,521	25,519	22,147	21,609	17,322	120,118	200,000	79,882
Other Revenue	-	-	-	-	-	-	-	-
Mosquito Control Fund								
Current Taxes	104,681	921,178	1,127,934	27,646	(14,068)	2,167,371	2,224,130	56,759
Delinquent Taxes	8,390	1,470	1,824	3,841	2,360	17,885	28,499	10,614
Spraying Contract	-	-	-	-	-	-	-	-
Sales, Rentals & Services	-	-	-	-	-	-	-	-
Tobacco Settlement Fund								
Interest	2,366	1,713	947	995	849	6,870	11,000	4,130
Debt Service								
Current Taxes	280,730	2,470,397	3,024,871	74,141	(37,728)	5,812,411	5,801,092	(11,319)
Delinquent Taxes	26,454	4,780	5,430	12,860	7,706	57,230	74,695	17,465
Interest	841	1,339	1,482	1,581	1,318	6,561	8,850	2,289
Other, Sales, Rentals & Svcs.	1,340,000	-	-	-	-	1,340,000	-	(1,340,000)
Total	\$ 10,381,035	\$ 41,678,075	\$ 43,150,632	\$ 3,105,409	\$ 4,443,507	\$ 102,758,658	\$ 120,094,477	\$ 17,335,819

Jefferson County, Texas
 Statement of Expenditures - Compared With Budget Allocation - 58% of Budget Expended
 For The Month Ending April 30, 2014

	Cumulative Actual	Annual Budget	Unencumbered Balance	Percentage Unencumbered
Jury Fund	\$ 359,973	\$ 1,081,343	\$ 721,370	66.71%
Road & Bridge Funds	4,345,090	7,413,654	3,068,564	41.39%
Engineering Fund	545,986	979,849	433,863	44.28%
Parks & Recreation Fund	86,183	211,236	125,053	59.20%
General Fund:				
General Government	13,197,312	22,241,279	9,043,967	40.66%
Judicial	9,306,337	17,164,217	7,857,880	45.78%
Law Enforcement	26,499,663	48,613,066	22,113,403	45.49%
Education	214,776	394,557	179,781	45.57%
Health & Welfare	2,660,289	8,378,683	5,718,394	68.25%
Maintenance	2,002,878	3,623,048	1,620,170	44.72%
Other	962,564	1,765,488	802,924	45.48%
Mosquito Control Fund	1,322,096	2,170,655	848,559	39.09%
Tobacco Settlement	50,000	50,000	-	-
Debt Service Funds	2,257,015	6,139,512	3,882,497	63.24%
	<u>\$ 63,810,162</u>	<u>\$ 120,226,587</u>	<u>\$ 56,416,425</u>	<u>46.93%</u>



Jefferson County, Texas
Statement of Expenditures - Compared With Budget Allocation
For The Month Ending April 30, 2014

	October 2012					Encumbrances	Cumulative	Annual	Unencumbered
	December	January	February	March	April		Total	Budget	Balance
Jury Fund	\$ 149,628	\$ 66,397	\$ 55,096	\$ 68,382	\$ 14,013	\$ 6,457	\$ 359,973	\$ 1,081,343	\$ 721,370
Road & Brdg Pct. 1	279,037	130,077	102,543	88,798	94,398	357,401	1,052,254	1,638,400	586,146
Road & Brdg Pct. 2	324,044	139,865	110,875	106,971	201,547	262,459	1,145,761	1,816,739	670,978
Road & Brdg Pct. 3	271,531	140,982	116,428	99,145	114,751	160,515	903,352	1,815,598	912,246
Road & Brdg Pct. 4	373,811	156,245	99,127	101,915	114,270	398,355	1,243,723	2,142,917	899,194
Engineering	208,586	101,253	93,728	68,740	69,461	4,218	545,986	979,849	433,863
Parks & Recreation	36,840	13,322	11,178	9,573	8,646	6,624	86,183	211,236	125,053
Tax Assessor/Coll.	832,150	408,810	249,179	254,627	252,966	8,816	2,006,548	3,599,623	1,593,075
Human Resources	90,386	42,408	28,323	31,471	26,356	3,556	222,500	427,626	205,126
County Auditor	339,110	146,985	98,522	96,936	95,501	3,823	780,877	1,378,829	597,952
County Clerk	480,907	237,463	159,768	159,885	162,659	60,615	1,261,297	2,157,843	896,546
County Judge	192,297	87,343	61,108	64,788	65,903	318	471,757	872,942	401,185
Risk Management	51,021	25,938	18,365	17,702	18,397	10	131,433	234,594	103,161
County Treasurer	78,486	38,654	26,722	27,187	27,779	65	198,893	364,587	165,694
Printing Department	30,809	13,626	9,338	8,397	10,508	9,074	81,752	155,883	74,131
Purchasing Department	115,108	54,825	38,080	38,772	38,429	11,099	296,313	528,967	232,654
General Services	2,431,232	640,732	567,023	1,832,411	418,450	61,335	5,951,183	9,513,248	3,562,065
MIS	460,521	187,034	137,262	134,791	127,533	31,284	1,078,425	1,882,451	804,026
Voter's Registration	90,405	14,543	6,502	28,962	5,261	378	146,051	261,725	115,674
Elections	174,295	33,185	(446)	232,085	38,545	92,619	570,283	862,961	292,678
District Attorney	1,215,003	603,851	415,495	406,630	411,109	53,626	3,105,714	5,739,766	2,634,052
District Clerk	351,820	173,613	116,914	120,211	118,352	8,149	889,059	1,752,456	863,397
Criminal Dist. Court	195,591	81,691	102,773	101,418	115,074	1,802	598,349	1,418,967	820,618
58th Dist. Court	64,980	31,920	23,552	21,832	19,519	610	162,413	291,940	129,527
60th Dist. Court	62,747	31,002	20,916	20,893	21,224	287	157,069	280,993	123,924
136th Dist. Court	65,648	31,763	21,421	21,409	21,461	-	161,702	282,919	121,217
172nd Dist. Court	63,744	30,122	20,329	20,904	20,378	-	155,477	288,063	132,586
252nd Dist. Court	437,819	153,111	92,885	89,517	120,986	116	894,434	1,223,025	328,591
279th Dist. Court	80,172	30,609	24,574	34,481	27,511	1,199	198,546	382,163	183,617
317th Dist. Court	166,590	59,207	50,068	70,076	56,657	1,250	403,848	686,721	282,873
J.P. Pct. 1 Pl 1	77,051	37,335	26,307	26,517	26,071	-	193,281	340,389	147,108
J.P. Pct. 1 Pl 2	76,121	37,422	24,569	24,899	25,509	435	188,955	340,774	151,819
J.P. Pct. 2	63,133	31,783	21,556	21,900	22,355	301	161,028	328,477	167,449
J.P. Pct. 4	73,582	37,329	24,821	25,247	24,784	923	186,686	345,086	158,400
J.P. Pct. 6	81,073	41,363	26,425	27,156	27,328	500	203,845	354,336	150,491
J.P. Pct. 7	72,882	34,713	24,529	25,761	21,827	-	179,712	345,341	165,629
J.P. Pct. 8	68,776	33,531	23,317	23,015	22,696	974	172,309	354,100	181,791
Cnty. Court at Law 1	101,945	50,926	34,036	35,810	34,058	118	256,893	462,464	205,571
Cnty. Court at Law 2	147,345	67,524	47,386	49,810	46,306	846	359,217	649,763	290,546
Cnty. Court at Law 3	133,061	63,108	38,346	41,855	50,005	7,597	333,972	621,374	287,402
Court Master	82,500	40,952	26,383	38,398	43,970	303	232,506	424,479	191,973

Jefferson County, Texas
Statement of Expenditures - Compared With Budget Allocation
For The Month Ending April 30, 2014

	October 2012					Encumbrances	Cumulative	Annual	Unencumbered
	December	January	February	March	April		Total	Budget	Balance
Dispute Resolution	\$ 42,855	\$ 23,364	\$ 14,408	\$ 15,201	\$ 13,969	\$ 1,525	\$ 111,322	\$ 250,621	\$ 139,299
Alternative School	73,369	40,076	26,896	27,299	26,900	4,713	199,253	371,870	172,617
Comm. Supervision	39,522	469	605	575	469	-	41,640	47,601	5,961
Sheriff's Dept.	2,772,184	1,508,569	963,990	928,572	893,070	78,660	7,145,045	12,680,763	5,535,718
Crime Lab	280,790	124,844	82,391	87,031	82,221	20,740	678,017	1,239,795	561,778
Jail	5,465,311	3,318,449	1,693,707	2,078,477	1,712,680	295,879	14,564,503	26,951,026	12,386,523
Juvenile Probation	277,766	138,762	96,650	97,263	95,726	2,215	708,382	1,523,590	815,208
Juvenile Detention	376,623	195,981	130,618	130,298	136,984	80,707	1,051,211	1,993,436	942,225
Constable Pct. 1	150,938	74,189	49,985	61,641	51,272	2,357	390,382	759,381	368,999
Constable Pct. 2	140,848	44,761	35,768	30,544	31,211	2,040	285,172	492,630	207,458
Constable Pct. 4	117,200	44,390	31,724	30,538	30,562	-	254,414	447,738	193,324
Constable Pct. 6	112,193	52,858	36,969	38,102	39,437	1,067	280,626	549,693	269,067
Constable Pct. 7	120,062	44,593	31,644	31,441	30,034	94	257,868	446,393	188,525
Constable Pct. 8	116,772	44,162	30,838	30,306	30,323	1,317	253,718	449,150	195,432
County Morgue	115,697	71,090	65,012	67,147	64,566	5,920	389,432	660,000	270,568
Agriculture Ext.	85,387	42,975	27,798	29,637	27,507	1,472	214,776	394,557	179,781
Public Health # 1	249,617	106,563	76,163	87,965	87,340	4,655	612,303	1,236,606	624,303
Public Health # 2	237,459	113,215	76,628	92,116	82,960	2,694	605,072	1,181,709	576,637
Nurse Practitioner	66,857	34,194	21,435	24,145	22,032	8,735	177,398	314,467	137,069
Child Welfare	38,057	8,465	5,839	8,514	14,368	-	75,243	158,900	83,657
Env. Control	77,514	39,154	26,082	26,789	27,127	-	196,666	361,356	164,690
Incl. Medical Svcs.	237,569	105,983	89,854	106,892	74,165	262,056	876,519	4,906,729	4,030,210
Emergency Mgmt.	46,325	23,471	15,758	15,767	15,767	-	117,088	218,916	101,828
Beaumont Maintenance	413,118	197,835	167,374	253,523	251,086	259,994	1,542,930	2,746,831	1,203,901
Port Arthur Maint.	122,878	58,484	45,381	50,175	44,703	25,637	347,258	673,253	325,995
Mid-County Maint.	33,118	15,415	13,285	13,085	16,544	21,243	112,690	202,964	90,274
Service Center	215,057	90,110	71,686	98,505	100,972	232,751	809,081	1,200,245	391,164
Veteran Service	61,233	29,724	21,119	20,498	20,781	128	153,483	275,450	121,967
Mosquito Control	611,065	118,404	85,518	102,418	86,986	317,705	1,322,096	2,170,655	848,559
Tobacco Settlement	50,000	-	-	-	-	-	50,000	50,000	-
Debt Service Funds	1,337,992	918,523	-	-	500	-	2,257,015	6,139,512	3,882,497
Contingency	-	-	-	-	-	-	-	289,793	289,793
Total	\$ 24,777,163	\$ 12,011,634	\$ 7,230,448	\$ 9,303,741	\$ 7,294,815	\$ 3,192,361	\$ 63,810,162	\$ 120,226,587	\$ 56,416,425

Jefferson County, Texas
Statement of Bonded Indebtedness
For The Month Ending April 30, 2014

Issue	Beginning Amount Outstanding	2013-2014 Requirements				2013-2014 Payments				Ending Amount Outstanding
		Principal	Interest	Fees	Total	Principal	Interest	Fees	Total	
2012 Refunding Bonds	43,615,000	2,955,000	1,690,000	5,000	4,650,000	-	845,000	1,600	846,600	43,615,000
2013 Refunding Bonds	1,285,000	240,000	53,362	4,000	297,362	-	4,093	555	4,648	1,285,000
2011 Refunding Bonds	4,405,000	1,055,000	132,150	5,000	1,192,150	-	66,075	1,700	67,775	4,405,000
	<u>\$ 49,305,000</u>	<u>\$ 4,250,000</u>	<u>\$ 1,875,512</u>	<u>\$ 14,000</u>	<u>\$ 6,139,512</u>	<u>\$ -</u>	<u>\$ 915,168</u>	<u>\$ 3,855</u>	<u>\$ 919,023</u>	<u>\$ 49,305,000</u>

Jefferson County, Texas
Statement of Transfers In and Out

Fund	Transfers In	Transfers Out
120 General Fund	-	1,366,738 (a)
211 Highway Improvement Fund	-	155,654 (b)
245 Crime Victim's Clearing	1,736 (a)	-
286 Hotel Occupancy Fund	-	50,000 (a)
311 Capital Projects Fund	233,161 (a)(b)	-
325 Keith Lake Fish Pass	-	77,507 (b)
321 Certificates of Obligation 2000 Construction	50,000 (a)	
429 2013 Refunding Bonds	11,424 (b)	- (b)
425 2003B Certificates of Obligation	- (b)	11,424 (b)
550 SETEC Fund	1,365,002 (a)	-
741 Sheriff Forfeiture Fund	-	140,864 (a)
870 Port Security ARRA	140,864 (a)	
874 Port Security Grant	12,708 (a)	-
865 Marine Division	-	12,708 (a)
	<u>\$1,814,895</u>	<u>\$1,814,895</u>

(a) Budgeted Transfer

(b) Close Fund

NAME	AMOUNT	CHECK NO.	TOTAL
ROAD & BRIDGE PCT.#1			
HILO / O'REILLY AUTO PARTS	9.54	394023	
AUDILET TRACTOR SALES	45.00	394042	
GULF COAST SCREW & SUPPLY	34.00	394076	
HEAD & GUILD PARTS INC	276.00	394081	
M&D SUPPLY	256.56	394091	
MUNRO'S	31.92	394097	
NEWTON'S TOOL & HARDWARE, INC.	92.95	394099	
RALPH'S INDUSTRIAL ELECTRONICS	36.94	394112	
SANITARY SUPPLY, INC.	154.54	394114	
TRI-CON, INC.	5,594.85	394135	
SOUTHERN TIRE MART, LLC	207.07	394145	
ACORN STEEL	171.00	394148	
KNIFE RIVER	112.33	394200	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
			7,096.06**
ROAD & BRIDGE PCT.#2			
SUPERIOR TIRE & SERVICE	66.60	394032	
APAC, INC. - TROTTI & THOMSOM	1,469.12	394039	
BASE SEAL	3,172.00	394044	
COBURN'S, BEAUMONT BOWIE (1)	18.68	394058	
EASTEX RUBBER & GASKET	44.88	394066	
FRED MILLER STORES	59.95	394096	
MUNRO'S	18.45	394097	
VULCAN MATERIALS CO.	54,159.81	394138	
HOWARD'S AUTO SUPPLY	16.92	394149	
CENTERPOINT ENERGY RESOURCES CORP	65.03	394188	
EFFECTIVE ENVIRONMENTAL	2,207.20	394192	
MARTIN PRODUCT SALES LLC	4,660.50	394196	
NEW WAVE WELDING TECHNOLOGY	6.60	394209	
DE LAGE LANDEN PUBLIC FINANCE	104.00	394240	
			66,069.74**
ROAD & BRIDGE PCT. # 3			
SUPERIOR TIRE & SERVICE	35.00	394032	
GULF COAST AUTOMOTIVE, INC.	112.98	394075	
ENERGY	213.77	394077	
MUNRO'S	34.13	394097	
SEARS COMMERCIAL CREDIT CENTER	57.49	394118	
DEPARTMENT OF INFORMATION RESOURCES	.02	394153	
CENTERPOINT ENERGY RESOURCES CORP	26.60	394188	
MARTIN PRODUCT SALES LLC	3,426.96	394196	
DE LAGE LANDEN PUBLIC FINANCE	154.80	394240	
			4,061.75**
ROAD & BRIDGE PCT.#4			
ALL STAR PLUMBING	412.00	394033	
APAC, INC. - TROTTI & THOMSOM	6,468.81	394039	
COTTON CARGO	47.00	394061	
BEAUMONT ENTERPRISE	138.32	394067	
CASH ADVANCE ACCOUNT	564.44	394085	
M&D SUPPLY	273.99	394091	
MUNRO'S	202.57	394097	
OIL CITY TRACTORS, INC.	758.61	394103	
SCHMIDT SAW & KNIFE WKS, INC.	219.38	394116	
TRI-CON, INC.	4,579.63	394135	
DEPARTMENT OF INFORMATION RESOURCES	.31	394153	
UNITED STATES POSTAL SERVICE	.96	394158	
MARTIN PRODUCT SALES LLC	1,192.61	394196	
MARIO WATKINS	204.00	394215	
INTERSTATE ALL BATTERY CENTER - BMT	99.90	394220	
DE LAGE LANDEN PUBLIC FINANCE	45.68	394240	
ASCO	1,857.67	394258	
SUBURBAN PROPANE L.P.	434.04	394261	
SOUTHEAST TEXAS PARTS AND EQUIPMENT	109.97	394268	
			17,609.89**
ENGINEERING FUND			
DLT SOLUTIONS INC.	1,491.56	394035	
VERIZON WIRELESS	247.22	394156	
UNITED STATES POSTAL SERVICE	3.28	394158	

NAME	AMOUNT	CHECK NO.	TOTAL
DE LAGE LANDEN PUBLIC FINANCE	105.34	394240	1,847.40**
PARKS & RECREATION			
SCOOTER'S LAWNMOWERS	1,020.18	394117	
MARTIN PRODUCT SALES LLC	12,500.00	394196	
INNOVRA INC	516.87	394271	14,037.05**
GENERAL FUND			
TAX OFFICE			
OFFICE DEPOT	820.66	394102	
DEPARTMENT OF INFORMATION RESOURCES	.01	394153	
UNITED STATES POSTAL SERVICE	591.43	394158	
DE LAGE LANDEN PUBLIC FINANCE	506.82	394240	1,918.92*
COUNTY HUMAN RESOURCES			
BEAUMONT FAMILY PRACTICE ASSOC.	85.00	394045	
OFFICE DEPOT	279.99	394102	
DE LAGE LANDEN PUBLIC FINANCE	105.34	394240	470.33*
AUDITOR'S OFFICE			
DELL MARKETING L.P.	41.24	394062	
CASH ADVANCE ACCOUNT	1,349.40	394085	
OFFICE DEPOT	173.22	394102	
PATRICK SWAIN	588.60	394126	
UNITED STATES POSTAL SERVICE	25.29	394158	
SHI GOVERNMENT SOLUTIONS, INC.	328.20	394164	
RHONDA BRODE	623.10	394166	
DE LAGE LANDEN PUBLIC FINANCE	148.43	394240	3,277.48*
COUNTY CLERK			
OFFICE DEPOT	117.31	394102	
UNITED STATES POSTAL SERVICE	335.99	394158	453.30*
COUNTY JUDGE			
LEAH HAYES	800.25	394080	
UNITED STATES POSTAL SERVICE	.81	394158	
THE YOES LAW FIRM, LLP	500.00	394191	
FRED JACKSON	98.30	394211	
GRACE NICHOLS	1,200.00	394216	
JERRY JOHN BRAGG	500.00	394225	
HARVEY L WARREN III	2,400.00	394227	
DUSTIN R. GALMOR	1,000.00	394235	
DE LAGE LANDEN PUBLIC FINANCE	105.34	394240	
JOSHUA C HEINZ	500.00	394252	
SNIDER LAW FIRM PLLC	500.00	394267	7,604.70*
RISK MANAGEMENT			
UNITED STATES POSTAL SERVICE	20.51	394158	
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	97.91*
COUNTY TREASURER			
UNITED STATES POSTAL SERVICE	259.84	394158	
DE LAGE LANDEN PUBLIC FINANCE	105.34	394240	365.18*
PRINTING DEPARTMENT			
DE LAGE LANDEN PUBLIC FINANCE	1,198.98	394240	1,198.98*
PURCHASING DEPARTMENT			
THE EXAMINER	935.00	394068	
UNITED STATES POSTAL SERVICE	23.26	394158	
DE LAGE LANDEN PUBLIC FINANCE	105.34	394240	1,063.60*
GENERAL SERVICES			

NAME	AMOUNT	CHECK NO.	TOTAL
CASH ADVANCE ACCOUNT	25.00	394085	
TIME WARNER COMMUNICATIONS	192.23	394132	
DYNAMEX INC	232.40	394265	449.63*
DATA PROCESSING			
OFFICE DEPOT	972.95	394102	
CDW COMPUTER CENTERS, INC.	422.60	394150	
TIGER DIRECT.COM	7.85	394217	
DE LAGE LANDEN PUBLIC FINANCE	148.43	394240	1,551.83*
VOTERS REGISTRATION DEPT			
OFFICE DEPOT	100.14	394102	
UNITED STATES POSTAL SERVICE	257.42	394158	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	430.92*
ELECTIONS DEPARTMENT			
U-HAUL	524.53	394137	
UNITED STATES POSTAL SERVICE	118.20	394158	
SIERRA SPRING WATER CO. - BT	38.10	394161	
ENTERPRISE RENT-A-CAR	91.02	394208	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	845.21*
DISTRICT ATTORNEY			
CASH ADVANCE ACCOUNT	399.47	394085	
UNITED STATES POSTAL SERVICE	147.77	394158	
DE LAGE LANDEN PUBLIC FINANCE	636.38	394240	1,183.62*
DISTRICT CLERK			
ART SIGNS & DECALS	150.00	394040	
KIRKSEY'S SPRINT PRINTING	46.64	394090	
OFFICE DEPOT	83.44	394102	
UNITED STATES POSTAL SERVICE	202.80	394158	
DE LAGE LANDEN PUBLIC FINANCE	125.46	394240	608.34*
CRIMINAL DISTRICT COURT			
GAYLYN COOPER	250.00	394024	
EDWARD B. GRIPON, M.D., P.A.	1,190.00	394074	
CASH ADVANCE ACCOUNT	598.06	394085	
OFFICE DEPOT	43.94	394102	
MSC SYSTEMS	87.50	394146	
UNITED STATES POSTAL SERVICE	.89	394158	
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	2,247.79*
58TH DISTRICT COURT			
UNITED STATES POSTAL SERVICE	1.22	394158	
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	78.62*
60TH DISTRICT COURT			
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	73.36*
136TH DISTRICT COURT			
CLERK - SUPREME COURT OF TEXAS	315.00	394125	
UNITED STATES POSTAL SERVICE	1.62	394158	
LEXIS-NEXIS	51.00	394159	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	440.98*
172ND DISTRICT COURT			
CASH ADVANCE ACCOUNT	836.63	394085	
LEXIS-NEXIS	51.00	394159	
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	965.03*
252ND DISTRICT COURT			

NAME	AMOUNT	CHECK NO.	TOTAL
DOUGLAS M. BARLOW, ATTORNEY AT LAW	500.00	394043	
THOMAS J. BURBANK, P.C.	750.00	394048	
LEAH HAYES	2,536.55	394080	
RIFE KIMLER, LAW OFFICE OF	600.00	394089	
UNITED STATES POSTAL SERVICE	16.82	394158	
LEXIS-NEXIS	51.00	394159	
SUMMER TANNER	490.95	394197	
RYAN GERTZ	3,400.00	394226	
JAMES R. MAKIN, P.C.	727.50	394242	
SOUTHEAST TEXAS PSYCHIATRY PA	1,190.00	394246	
MATUSKA LAW FIRM	600.00	394270	
DOMINIQUE ROSS NWAJEI	1,325.00	394276	
279TH DISTRICT COURT			12,187.82*
PHILLIP DOWDEN	325.00	394036	
CATHERINE BRUNEY	525.00	394083	
ANITA F. PROVO	225.00	394109	
NATHAN REYNOLDS, JR.	500.00	394110	
CLERK - SUPREME COURT OF TEXAS	305.00	394124	
CHARLES ROJAS	825.00	394152	
UNITED STATES POSTAL SERVICE	.81	394158	
JOEL WEBB VAZQUEZ	225.00	394184	
P DEAN BRINKLEY	75.00	394230	
JONATHAN L. STOVALL	575.00	394236	
STEFANIE L. ADAMS, ATTORNEY AT LAW	337.50	394237	
DE LAGE LANDEN PUBLIC FINANCE	285.95	394240	
GORDON D. FRIESZ	500.00	394244	
WILLIAM FORD DISHMAN	500.00	394264	
THE DAWS LAW FIRM PLLC	500.00	394266	
MATUSKA LAW FIRM	1,500.00	394270	
ROBERT TRAPP	111.52	394273	
317TH DISTRICT COURT			7,315.78*
PHILLIP DOWDEN	500.00	394036	
LINDA C. CANSLER	325.00	394050	
LAIRON DOWDEN, JR.	500.00	394063	
JIMMY D. HAMM	325.00	394079	
ANITA F. PROVO	475.00	394109	
KEVIN PAULA SEKALY PC	325.00	394119	
LEXIS-NEXIS	51.00	394159	
GLEN M. CROCKER	75.00	394167	
JOEL WEBB VAZQUEZ	150.00	394184	
JUDY PAASCH	2,233.33	394187	
TONYA CONNELL TOUPS	75.00	394203	
NORMAN DESMARAIS JR.	1,375.00	394224	
JONATHAN L. STOVALL	1,650.00	394236	
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	
MATUSKA LAW FIRM	475.00	394270	
JUSTICE COURT-PCT 1 PL 1			8,611.73*
UNITED STATES POSTAL SERVICE	43.18	394158	
DE LAGE LANDEN PUBLIC FINANCE	125.00	394240	
JUSTICE COURT-PCT 1 PL 2			168.18*
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
JUSTICE COURT-PCT 4			73.36*
KIRKSEY'S SPRINT PRINTING	72.00	394090	
DEPARTMENT OF INFORMATION RESOURCES	.11	394153	
DE LAGE LANDEN PUBLIC FINANCE	104.00	394240	
JUSTICE COURT-PCT 6			176.11*
UNITED STATES POSTAL SERVICE	38.58	394158	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
JUSTICE COURT-PCT 7			111.94*

NAME	AMOUNT	CHECK NO.	TOTAL
DEPARTMENT OF INFORMATION RESOURCES	.20	394153	.20*
JUSTICE OF PEACE PCT. 8			
DE LAGE LANDEN PUBLIC FINANCE	265.00	394240	265.00*
COUNTY COURT AT LAW NO.1			
CASH ADVANCE ACCOUNT	834.96	394085	
UNITED STATES POSTAL SERVICE	.81	394158	
LEXIS-NEXIS	45.00	394159	
SIERRA SPRING WATER CO. - BT	87.02	394160	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	1,041.15*
COUNTY COURT AT LAW NO. 2			
JACK LAWRENCE	250.00	394027	
BRUCE W. COBB	250.00	394057	
CASH ADVANCE ACCOUNT	600.83	394085	
OFFICE DEPOT	32.46	394102	
NATHAN REYNOLDS, JR.	250.00	394110	
TEXAS ASSN. FOR COURT ADMINISTRATIO	110.00	394128	
TEXAS ASSN. FOR COURT ADMINISTRATIO	75.00	394129	
TEXAS ASSN. FOR COURT ADMINISTRATIO	75.00	394130	
UNITED STATES POSTAL SERVICE	23.70	394158	1,666.99*
COUNTY COURT AT LAW NO. 3			
CHARLES ROJAS	550.00	394152	
UNITED STATES POSTAL SERVICE	19.08	394158	
RYAN GERTZ	300.00	394226	869.08*
COURT MASTER			
JUDGE LARRY GIST	6,269.80	394071	
OFFICE DEPOT	253.77	394102	
UNITED STATES POSTAL SERVICE	1.19	394158	
LEXIS-NEXIS	51.00	394159	
DE LAGE LANDEN PUBLIC FINANCE	104.00	394240	6,679.76*
MEDIATION CENTER			
UNITED STATES POSTAL SERVICE	10.53	394158	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	83.89*
COMMUNITY SUPERVISION			
DE LAGE LANDEN PUBLIC FINANCE	332.16	394240	332.16*
SHERIFF'S DEPARTMENT			
FED EX	20.30	394069	
OFFICE DEPOT	1,211.80	394102	
CLASSEN BUCK SEMINAR INC	156.50	394144	
DEPARTMENT OF INFORMATION RESOURCES	.94	394153	
VERIZON WIRELESS	2,849.25	394156	
UNITED STATES POSTAL SERVICE	1,047.33	394158	
CHILD ABUSE & FORENSIC SERVICES	950.00	394169	
FIVE STAR FEED	48.75	394179	
CODE BLUE	266.00	394183	
ATTABOY TERMITE & PEST CONTROL	55.00	394221	
3 L PRINTING	25.00	394231	
DE LAGE LANDEN PUBLIC FINANCE	977.64	394240	
THOMSON REUTERS-WEST	510.90	394259	
NETWORK INNOVATIONS	62.63	394275	8,182.04*
CRIME LABORATORY			
ABACUS DIAGNOSTIC, INC.	654.00	394030	
AGILENT TECHNOLOGIES	617.30	394031	
FISHER SCIENTIFIC	145.20	394070	
W.W. GRAINGER, INC.	53.36	394072	
HENRY SCHEIN, INC.	252.00	394115	

NAME	AMOUNT	CHECK NO.	TOTAL
SEROLOGICAL RESEARCH INSTITUTE	1,000.00	394120	
SPECTRUM LABORATORY PRODUCTS	740.57	394175	
STERALOIDS INC	60.00	394233	
DE LAGE LANDEN PUBLIC FINANCE	104.00	394240	
JAIL - NO. 2			3,626.43*
CITY OF BEAUMONT - WATER DEPT.	16,637.13	394054	
PETTY CASH - SHERIFF'S OFFICE	108.00	394104	
SANITARY SUPPLY, INC.	2,574.00	394114	
WORLD FUEL SERVICES	1,591.97	394223	
DE LAGE LANDEN PUBLIC FINANCE	1,366.16	394240	
KROPP HOLDINGS INC	647.84	394262	
JUVENILE PROBATION DEPT.			22,925.10*
OFFICE DEPOT	146.47	394102	
UNITED STATES POSTAL SERVICE	19.77	394158	
JENNIFER SOLANO	134.40	394174	
DE LAGE LANDEN PUBLIC FINANCE	221.79	394240	
JOSH CUYOS	74.48	394272	
JUVENILE DETENTION HOME			596.91*
AMERICAN RED CROSS, INC.	378.00	394037	
CITY OF BEAUMONT - WATER DEPT.	2,962.39	394054	
OFFICE DEPOT	357.98	394102	
OAK FARM DAIRY	320.65	394147	
FLOWERS FOODS	115.97	394181	
CENTERPOINT ENERGY RESOURCES CORP	744.41	394188	
BROTHERS PRODUCE	268.89	394248	
EMERGENCY POWER SERVICE	9,152.54	394250	
CONSTABLE PCT 1			14,300.83*
OFFICE DEPOT	128.90	394102	
SAM HOUSTON STATE UNIVERSITY	75.00	394113	
UNITED STATES POSTAL SERVICE	18.32	394158	
DE LAGE LANDEN PUBLIC FINANCE	332.00	394240	
CONSTABLE-PCT 2			554.22*
TASER INTERNATIONAL	154.26	394186	
CONSTABLE-PCT 4			154.26*
DE LAGE LANDEN PUBLIC FINANCE	229.00	394240	
CONSTABLE-PCT 6			229.00*
UNITED STATES POSTAL SERVICE	16.42	394158	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
CONSTABLE PCT. 7			89.78*
AT&T	29.40	394123	
DEPARTMENT OF INFORMATION RESOURCES	.04	394153	
TASER INTERNATIONAL	107.16	394186	
CONSTABLE PCT. 8			136.60*
CARPENTER'S TIME CENTER INC.	75.00	394051	
KAY ELECTRONICS, INC.	130.60	394088	
DE LAGE LANDEN PUBLIC FINANCE	332.00	394240	
AGRICULTURE EXTENSION SVC			537.60*
UNIVERSITY OF GEORGIA	14.00	394026	
OFFICE DEPOT	165.84	394102	
TEXAS AGRILIFE EXTENSION SERVICES	135.00	394134	
TEXAS NURSERY & LANDSCAPE ASSOC	250.00	394154	
BARNES & NOBLE	35.13	394177	
DE LAGE LANDEN PUBLIC FINANCE	148.43	394240	
HEALTH AND WELFARE NO. 1			748.40*

NAME	AMOUNT	CHECK NO.	TOTAL
CITY OF BEAUMONT	40.00	394034	
BEAUMONT TROPHIES	31.60	394046	
CALVARY MORTUARY	3,000.00	394049	
OFFICE DEPOT	334.12	394102	
PETTY CASH - N C WELFARE	146.97	394105	
UNITED STATES POSTAL SERVICE	59.26	394158	
CENTERPOINT ENERGY RESOURCES CORP	57.86	394189	
DE LAGE LANDEN PUBLIC FINANCE	480.43	394240	
HEALTH AND WELFARE NO. 2			4,150.24*
CITY OF PORT ARTHUR - WATER DEPT.	40.00	394056	
ENERGY	156.58	394078	
THE MEDICAL LETTER	49.00	394095	
PHYSICIAN SALES & SERVICE, INC.	314.95	394107	
TIME WARNER COMMUNICATIONS	74.97	394133	
DE LAGE LANDEN PUBLIC FINANCE	178.70	394240	
NURSE PRACTITIONER			814.20*
GEORGE V. ZUZUKIN, M.D.	1,000.00	394028	
SIERRA SPRING WATER CO. - BT	12.00	394162	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
CHILD WELFARE UNIT			1,085.36*
DISA, INC.	563.00	394064	
BEAUMONT OCCUPATIONAL SERVICE, INC.	339.50	394168	
J.C. PENNEY'S	869.58	394170	
PAMELA GUIDRY CPS	92.40	394171	
ENVIRONMENTAL CONTROL			1,864.48*
AT&T	37.70	394123	
DEPARTMENT OF INFORMATION RESOURCES	.48	394153	
INDIGENT MEDICAL SERVICES			38.18*
LOCAL GOVERNMENT SOLUTIONS LP	3,773.00	394205	
CARDINAL HEALTH 110 INC	20,674.32	394260	
MAINTENANCE-BEAUMONT			24,447.32*
ART SIGNS & DECALS	60.00	394040	
CINTAS, INC.	406.08	394053	
CITY OF BEAUMONT - WATER DEPT.	201.33	394054	
COBURN'S, BEAUMONT BOWIE (1)	26.90	394058	
W.W. GRAINGER, INC.	969.80	394072	
ENERGY	42,266.13	394077	
M&D SUPPLY	233.01	394091	
MCCOWN PAINT & SUPPLY OF TEXAS	152.94	394093	
FRED MILLER STORES	39.70	394096	
ACE IMAGEWEAR	152.48	394122	
AT&T	67.10	394123	
WHOLESALE ELECTRIC SUPPLY CO.	122.43	394140	
WORTH HYDROCHEM	250.00	394141	
DEPARTMENT OF INFORMATION RESOURCES	7,069.74	394153	
OTIS ELEVATOR COMPANY	420.00	394180	
FIRETROL PROTECTION SYSTEMS, INC.	315.00	394214	
NEDERLAND FRAME SHOP	615.00	394228	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
AI FILTER SERVICE COMPANY	732.70	394249	
MEMBER'S BUILDING MAINTENANCE LLC	22,687.76	394263	
MAINTENANCE-PORT ARTHUR			76,861.46*
A&B OUTDOOR EQUIPMENT	129.99	394022	
CITY OF PORT ARTHUR - WATER DEPT.	568.54	394055	
FRED MILLER STORES	68.85	394096	
SANITARY SUPPLY, INC.	42.47	394114	
DEPARTMENT OF INFORMATION RESOURCES	3.25	394153	
SOLAR	20.23	394165	
PARKER LUMBER	151.91	394229	

NAME	AMOUNT	CHECK NO.	TOTAL
DE LAGE LANDEN PUBLIC FINANCE	150.76	394240	
DALE'S POOLS	157.42	394257	
MAINTENANCE-MID COUNTY			1,293.42*
ALL-PHASE ELECTRIC SUPPLY	15.98	394060	
ACE IMAGEWEAR	55.82	394122	
DEPARTMENT OF INFORMATION RESOURCES	.84	394153	
CENTERPOINT ENERGY RESOURCES CORP	116.43	394188	
EFFECTIVE ENVIRONMENTAL	2,207.20	394192	
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	
SERVICE CENTER			2,473.67*
ACTION AUTO GLASS	296.71	394025	
A-LINE FRONT END & BRAKE	126.50	394029	
CLASSIC TINT	129.00	394038	
CARQUEST AUTO PARTS # 96	101.54	394052	
GRESON TECH. SALES & SERV., INC.	295.15	394073	
PHILPOTT MOTORS, INC.	146.43	394106	
ZEE MEDICAL SERVICE	139.66	394142	
BUMPER TO BUMPER	29.00	394185	
AMERICAN TIRE DISTRIBUTORS	776.45	394213	
UNIFIRST HOLDINGS INC	24.32	394222	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
MIGHTY OF SOUTHEAST TEXAS	80.35	394245	
VETERANS SERVICE			2,218.47*
UNITED STATES POSTAL SERVICE	5.04	394158	
HILARY GUEST	121.20	394176	
DE LAGE LANDEN PUBLIC FINANCE	464.62	394240	
			590.86*
MOSQUITO CONTROL FUND			232,827.71**
MUNRO'S	98.95	394097	
DEPARTMENT OF INFORMATION RESOURCES	.58	394153	
CENTERPOINT ENERGY RESOURCES CORP	121.35	394188	
HAWKER BEECHCRAFT CORPORATION	174.00	394206	
DE LAGE LANDEN PUBLIC FINANCE	73.36	394240	
ALLIGARE	13,680.00	394241	
FAMILY GROUP CONFERENCING			14,148.24**
DE LAGE LANDEN PUBLIC FINANCE	77.40	394240	
SECURITY FEE FUND			77.40**
TASER INTERNATIONAL	1,952.81	394186	
LAW LIBRARY FUND			1,952.81**
THOMSON REUTERS-WEST	3,945.50	394259	
EMPG GRANT			3,945.50**
CASH ADVANCE ACCOUNT	1,166.15	394085	
FORD PARK	826.12	394178	
INTERSTATE ALL BATTERY CENTER - BMT	409.85	394220	
JUVENILE PROB & DET. FUND			2,402.12**
HARRISON COUNTY JUVENILE SERVICES	3,060.00	394172	
COMMUNITY SUPERVISION FND			3,060.00**
MARK M ASTERIS JR.	128.24	394041	
CASH ADVANCE ACCOUNT	1,655.34	394085	
OFFICE DEPOT	187.58	394102	
TIME WARNER COMMUNICATIONS	74.97	394131	
DEPARTMENT OF INFORMATION RESOURCES	2.31	394153	
UNITED STATES POSTAL SERVICE	56.41	394158	

NAME	AMOUNT	CHECK NO.	TOTAL
JCCSC	350.00	394234	
SAM'S CLUB DIRECT	94.86	394253	
JEFF. CO. WOMEN'S CENTER			2,549.71**
BELL'S LAUNDRY	1,072.06	394047	
ECOLAB	263.82	394065	
CASH ADVANCE ACCOUNT	815.42	394085	
M&D SUPPLY	48.17	394091	
KIM MCKINNEY, LPC, LMFT	70.00	394094	
PREMIUM PLUMBING	125.00	394108	
AT&T	126.46	394123	
SYSCO FOOD SERVICES, INC.	960.11	394127	
PETTY CASH - RESTITUTION I	61.36	394143	
DEPARTMENT OF INFORMATION RESOURCES	.19	394153	
TEXAS FIRE & COMMUNICATIONS	90.00	394155	
BEN E KEITH FOODS	736.12	394182	
DE LAGE LANDEN PUBLIC FINANCE	292.40	394240	
SAM'S CLUB DIRECT	434.44	394253	5,095.55**
MENTALLY IMPAIRED OFFEND.			
TRAZARRA STELLY	87.92	394204	87.92**
COMMUNITY CORRECTIONS PRG			
DE LAGE LANDEN PUBLIC FINANCE	115.38	394240	115.38**
DRUG DIVERSION PROGRAM			
MARKET BASKET	86.16	394092	
OFFICE DEPOT	163.13	394102	
DE LAGE LANDEN PUBLIC FINANCE	115.38	394240	364.67**
COUNTY CLERK - RECORD MGT			
SHI GOVERNMENT SOLUTIONS, INC.	656.40	394164	656.40**
DRUG INTERVENTION COURT			
SOUTHEAST TEXAS COUNCIL ON ALCOHOL	1,200.00	394084	
LAND MANOR, INC.	1,850.00	394151	
REDWOOD TOXICOLOGY LABORATORY	734.14	394198	3,784.14**
COUNTY RECORDS MANAGEMENT			
DELL MARKETING L.P.	286.99	394062	
SHI GOVERNMENT SOLUTIONS, INC.	328.20	394164	615.19**
CHEEK H2O & SEWER PHASE 3			
T. JOHNSON INDUSTRIES, INC.	46,180.31	394087	46,180.31**
DEPUTY SHERIFF EDUCATION			
CASH ADVANCE ACCOUNT	6,534.04	394085	
CLASSEN BUCK SEMINAR INC	1.00	394144	
FONDREN FORENSICS, INC	800.00	394210	
TRICIA PEACE	156.18	394274	7,491.22**
TAX OFFICE AUTO DEALER			
HERNANDEZ OFFICE SUPPLY, INC.	2,082.69	394082	2,082.69**
J.P. COURTROOM TECH. FUND			
CDW COMPUTER CENTERS, INC.	.00	394150	.00**
HOTEL OCCUPANCY TAX FUND			
ENTERGY	1,365.42	394077	
MUNRO'S	28.75	394097	
TRI-CITY COFFEE SERVICE	107.50	394136	

NAME	AMOUNT	CHECK NO.	TOTAL
DEPARTMENT OF INFORMATION RESOURCES	5.54	394153	
UNITED STATES POSTAL SERVICE	1.19	394158	
LA RUE ROUGEAU	70.56	394199	
DE LAGE LANDEN PUBLIC FINANCE	431.67	394240	
COUNTY HOME AND RANCH LP	66.00	394247	
GT BASEBALL	3,050.00	394251	
SAM'S CLUB DIRECT	223.47	394253	5,350.10**
DISTRICT CLK RECORDS MGMT			
DE LAGE LANDEN PUBLIC FINANCE	210.68	394240	210.68**
FBI FIRING RANGE REPAIR			
RITTER @ HOME	82.55	394111	82.55**
CAPITAL PROJECTS FUND			
APAC, INC. - TROTTI & THOMSOM	230.56	394039	230.56**
TCEQ-CHEEK 1ST TIME SEWER			
T. JOHNSON INDUSTRIES, INC.	21,322.13	394086	21,322.13**
AIRPORT FUND			
COBURN'S GROVES (5)	339.51	394059	
RITTER @ HOME	372.01	394111	
SANITARY SUPPLY, INC.	226.71	394114	
SETZER HARDWARE, INC.	1.58	394121	
TRI-CON, INC.	1,336.13	394135	
NEDERLAND HARDWARE SUPPLY	31.14	394139	
DEPARTMENT OF INFORMATION RESOURCES	.24	394153	
LOWE'S HOME CENTERS, INC.	156.21	394173	
CENTERPOINT ENERGY RESOURCES CORP	151.76	394188	
CENTERPOINT ENERGY RESOURCES CORP	2,223.17	394189	
REED SERVICE COMPANY	327.78	394194	
KBMT	3,400.00	394195	
KNIFE RIVER	176.96	394200	
HLAVINKA EQUIPMENT COMPANY	89.16	394201	
PAX SUPPLY	90.04	394202	
ASCENT AVIATION GROUP INC	26,416.04	394212	
LAMAR ADVERTISING	2,616.00	394218	
JAN PAK, INC	365.00	394219	
DE LAGE LANDEN PUBLIC FINANCE	177.36	394240	
MOWERS TRACTORS INC	54.65	394243	
CRAWFORD ELECTRIC SUPPLY COMPANY	946.85	394254	
IWS GAS AND SUPPLY	47.16	394255	
ADVANCE AUTO PARTS	128.32	394256	
KBTV-TV	4,100.00	394269	43,773.78**
SE TX EMP. BENEFIT POOL			
GROUP ADMINISTRATIVE CONCEPTS INC	712.00	394232	712.00**
WORKER'S COMPENSATION FD			
TRISTAR RISK MANAGEMENT	15,680.19	394190	15,680.19**
SHERIFF'S FORFEITURE FUND			
HERNANDEZ OFFICE SUPPLY, INC.	7,276.12	394082	
RITTER @ HOME	176.68	394111	
SHI GOVERNMENT SOLUTIONS, INC.	241.00	394164	7,693.80**
PAYROLL FUND			
JEFFERSON CTY. - FLEXIBLE SPENDING	10,403.00	393993	
CLEAT	360.00	393994	
JEFFERSON CTY. TREASURER	21,007.23	393995	
RON STADTMUELLER - CHAPTER 13	1,717.50	393996	
INTERNAL REVENUE SERVICE	150.00	393997	
JEFFERSON CTY. ASSN. OF D.S. & C.O.	5,180.00	393998	

NAME	AMOUNT	CHECK NO.	TOTAL
JEFFERSON CTY. COMMUNITY SUP.	9,568.47	393999	
JEFFERSON CTY. TREASURER - HEALTH	407,914.84	394000	
JEFFERSON CTY. TREASURER - GENERAL	10.00	394001	
JEFFERSON CTY. TREASURER - PAYROLL	1,551,811.46	394002	
JEFFERSON CTY. TREASURER - PAYROLL	620,342.59	394003	
MONY/MLOA	267.92	394004	
POLICE & FIRE FIGHTERS' ASSOCIATION	3,247.44	394005	
UNITED WAY OF BEAUMONT& N JEFFERSON	38.92	394006	
JEFFERSON CTY. TREASURER - TCDRS	586,275.20	394007	
OPPENHEIMER FUNDS DISTRIBUTOR, INC	2,207.48	394008	
JEFFERSON COUNTY TREASURER	2,451.67	394009	
JEFFERSON COUNTY - TREASURER -	5,179.82	394010	
NECHES FEDERAL CREDIT UNION	64,327.00	394011	
JEFFERSON COUNTY - NATIONWIDE	53,083.23	394012	
TENNESSEE CHILD SUPPORT	115.38	394013	
NCO FINANCIAL SYSTEMS INC	121.97	394014	
SBA - U S DEPARTMENT OF TREASURY	168.49	394015	
CALIFORNIA STATE DISBURSEMENT UNIT	117.23	394016	
U S DEPARTMENT OF TREASURY	290.48	394017	
WILLIAM E HEITKAMP	689.00	394018	
JOHN TALTON	235.38	394019	
JEFFERSON CTY. TREASURER - PAYROLL	37,629.82	394020	
JEFFERSON CTY. TREASURER - PAYROLL	8,150.36	394021	
			3,393,061.88**
APPELLATE JUDICIAL SYSTEM			
9TH COURT OF APPEALS	2,165.00	394207	2,165.00**
ORCA - IKE			
H.B. NEILD & SONS, INC.	27,784.40	394098	27,784.40**
CNTY & DIST COURT TECH FD			
CDW COMPUTER CENTERS, INC.	.00	394150	.00**
MARINE DIVISION			
RITTER @ HOME	71.09	394111	
DEPARTMENT OF INFORMATION RESOURCES	105.14	394153	
VERIZON WIRELESS	341.91	394156	
SIERRA SPRING WATER CO. - BT	45.30	394163	
TRIDENT PETROLEUM EQUIPMENT	35.78	394193	
ATTABOY TERMITE & PEST CONTROL	55.00	394221	
			654.22**
			3,956,880.14***

NAME	AMOUNT	CHECK NO.	TOTAL
JURY FUND			
TRI-CITY COFFEE SERVICE	202.80	394371	
WARREN'S DO-NUTS	42.23	394421	
			245.03**
ROAD & BRIDGE PCT.#1			
APAC, INC. - TROTTI & THOMSOM	2,137.84	394288	
GULF COAST SCREW & SUPPLY	98.50	394314	
HYDRAULIC & AIR REPAIR	726.12	394319	
AT&T	61.00	394357	
SOUTHERN TIRE MART, LLC	110.00	394387	
B-GREENER INDUSTRIAL CLEANERS LLC	2,175.00	394443	
ASCO	10,702.15	394465	
			16,010.61**
ROAD & BRIDGE PCT.#2			
APAC, INC. - TROTTI & THOMSOM	1,080.10	394288	
ENTERGY	82.30	394315	
CASH ADVANCE ACCOUNT	746.43	394324	
MUNRO'S	18.45	394338	
PHILPOTT MOTORS, INC.	284.53	394345	
KNIFE RIVER	154.63	394425	
ACT PIPE AND SUPPLY	478.50	394434	
MEMBER'S BUILDING MAINTENANCE LLC	149.50	394471	
			2,994.44**
ROAD & BRIDGE PCT. # 3			
ABLE FASTENER, INC.	100.05	394279	
APAC, INC. - TROTTI & THOMSOM	981.19	394288	
AUTOMATIC PUMP AND EQUIP., INC.	258.00	394290	
RB EVERETT & COMPANY, INC.	496.88	394307	
W.W. GRAINGER, INC.	649.74	394313	
MUNRO'S	18.23	394338	
AT&T	69.78	394357	
TIME WARNER COMMUNICATIONS	80.22	394363	
TRI-CON, INC.	2,970.57	394370	
MATHESON TRI-GAS	1,076.13	394372	
HOWARD'S AUTO SUPPLY	34.92	394392	
SEARS COMMERICAL CREDIT	57.49	394404	
LOWE'S HOME CENTERS, INC.	150.14	394406	
KILLIAN PLUMBING	200.00	394424	
LONE STAR LUBE RIGHT	20.00	394475	
			7,163.34**
ROAD & BRIDGE PCT.#4			
A&A EQUIPMENT	119.46	394277	
ABLE FASTENER, INC.	15.58	394279	
APAC, INC. - TROTTI & THOMSOM	571.97	394288	
CITY OF BEAUMONT - WATER DEPT.	18.12	394296	
ENTERGY	803.48	394315	
MUNRO'S	137.06	394338	
WAUKESHA-PEARCE IND., INC.	953.30	394378	
			2,618.97**
PARKS & RECREATION			
FARM & HOME SUPPLY	507.75	394309	
ENTERGY	308.51	394315	
			816.26**
GENERAL FUND			
JEFFERSON CTY. TAX DEPARTMENT			
TAX OFFICE	112.85	394322	
			112.85*
HERNANDEZ OFFICE SUPPLY, INC.			
ACE IMAGEWEAR	54.00	394317	
ZEE MEDICAL SERVICE	20.69	394353	
UNITED STATES POSTAL SERVICE	136.94	394383	
ATTABOY TERMITE & PEST CONTROL	1,046.78	394400	
APPRAISAL & COLLECTION TECHNOLOGIES	41.22	394436	
	998.00	394440	

NAME	AMOUNT	CHECK NO.	TOTAL
ROCHESTER ARMORED CAR CO INC	352.00	394445	
NEMO-Q	381.00	394469	
COUNTY HUMAN RESOURCES			3,030.63*
UNITED STATES POSTAL SERVICE	1.22	394400	
AUDITOR'S OFFICE			1.22*
OFFICE DEPOT	61.63	394342	
UNITED STATES POSTAL SERVICE	23.07	394400	
COUNTY CLERK			84.70*
FED EX	8.23	394310	
XEROX CORPORATION	1,010.86	394382	
UNITED STATES POSTAL SERVICE	333.99	394400	
AUSTIN RIBBON & COMPUTER SUPPLIES	6,517.84	394435	
COUNTY JUDGE			7,870.92*
REGINA BELL	500.00	394283	
JAN GIROUARD & ASSOCIATES	400.00	394312	
UNITED STATES POSTAL SERVICE	39.38	394400	
DUNHAM HALLMARK PLLC	500.00	394450	
RAINBOW RESOURCE CENTER	20.70	394479	
RISK MANAGEMENT			1,460.08*
UNITED STATES POSTAL SERVICE	3.14	394400	
COUNTY TREASURER			3.14*
UNITED STATES POSTAL SERVICE	188.29	394400	
PURCHASING DEPARTMENT			188.29*
UNITED STATES POSTAL SERVICE	32.15	394400	
GENERAL SERVICES			32.15*
GUARDIAN FORCE	36.00	394282	
B&L MAIL PRESORT SERVICE	1,546.96	394292	
GARTH HOUSE	50,000.00	394311	
CASH ADVANCE ACCOUNT	25.00	394324	
SPINDLETOP MHMR	32,990.75	394330	
TIME WARNER COMMUNICATIONS	482.62	394364	
CROWN CASTLE INTERNATIONAL	1,332.65	394413	
JOHN PAUL'S	49.72	394439	
ROCHESTER ARMORED CAR CO INC	3,860.28	394445	
DYNAMEX INC	232.40	394472	
DATA PROCESSING			90,556.38*
VERIZON WIRELESS	75.98	394397	
TODD L. FREDERICK	314.72	394402	
VOTERS REGISTRATION DEPT			390.70*
UNITED STATES POSTAL SERVICE	47.27	394400	
ELECTIONS DEPARTMENT			47.27*
M&D SUPPLY	48.46	394331	
OFFICE DEPOT	414.45	394342	
UNITED STATES POSTAL SERVICE	84.60	394400	
DISTRICT ATTORNEY			547.51*
OFFICE DEPOT	464.52	394342	
TEXAS DISTRICT & COUNTY ATTY ASSN.	700.00	394368	
UNITED STATES POSTAL SERVICE	444.29	394400	
LEXIS-NEXIS	98.00	394401	

NAME	AMOUNT	CHECK NO.	TOTAL
RECALL TOTAL INFORMATION MANAGEMENT	484.11	394412	
KIMBERLY R. BROUSSARD	52.50	394432	
THOMSON REUTERS-WEST	2,372.61	394467	4,616.03*
DISTRICT CLERK			
UNITED STATES POSTAL SERVICE	241.33	394400	
COGNISERV LLC	526.00	394461	767.33*
CRIMINAL DISTRICT COURT			
DOUGLAS M. BARLOW, ATTORNEY AT LAW	10,000.00	394293	
THOMAS J. BURBANK, P.C.	800.00	394294	
TERRENCE HOLMES	800.00	394318	
MIKE LAIRD, ATTORNEY AT LAW	800.00	394329	
JOHN E. MACEY	800.00	394332	
TEXAS CENTER FOR JUDICIARY	160.00	394367	
KEVIN S. LAINE	1,175.00	394389	
JOHN D WEST	800.00	394396	
UNITED STATES POSTAL SERVICE	3.64	394400	
JOEL WEBB VAZQUEZ	600.00	394417	
SEAN VILLERY-SAMUEL	1,500.00	394438	
JAMES R. MAKIN, P.C.	500.00	394448	
ALEX BILL III	900.00	394449	18,838.64*
58TH DISTRICT COURT			
JAN GIROUARD & ASSOCIATES	800.00	394312	800.00*
60TH DISTRICT COURT			
CASH ADVANCE ACCOUNT	1,466.57	394324	
UNITED STATES POSTAL SERVICE	.41	394400	1,466.98*
172ND DISTRICT COURT			
AMERICAN BAR ASSOCIATION	290.00	394286	
UNITED STATES POSTAL SERVICE	12.96	394400	302.96*
252ND DISTRICT COURT			
DAVID GROVE	2,500.00	394284	
LINDA C. CANSLER	600.00	394295	
JOHN D WEST	3,100.00	394396	
UNITED STATES POSTAL SERVICE	212.22	394400	
SUMMER TANNER	1,707.20	394423	
JAMES R. MAKIN, P.C.	2,095.00	394448	
SOUTHEAST TEXAS PSYCHIATRY PA	595.00	394453	10,809.42*
279TH DISTRICT COURT			
TEXAS ASSN. FOR COURT ADMINISTRATIO	75.00	394281	
DAVID GROVE	500.00	394284	
CASH ADVANCE ACCOUNT	802.03	394324	
MARVA PROVO	500.00	394346	
ANITA F. PROVO	225.00	394347	
KEVIN PAULA SEKALY PC	500.00	394352	
LEXIS-NEXIS	51.00	394401	
STEFANIE L. ADAMS, ATTORNEY AT LAW	75.00	394447	
MATUSKA LAW FIRM	75.00	394477	2,803.03*
317TH DISTRICT COURT			
UNITED STATES POSTAL SERVICE	3.50	394400	
JUDY PAASCH	2,233.33	394419	
THE DAWS LAW FIRM PLLC	500.00	394474	2,736.83*
JUSTICE COURT-PCT 1 PL 1			
UNITED STATES POSTAL SERVICE	37.49	394400	37.49*
JUSTICE COURT-PCT 1 PL 2			

NAME	AMOUNT	CHECK NO.	TOTAL
UNITED STATES POSTAL SERVICE	.96	394400	.96*
JUSTICE COURT-PCT 4			
JPCA OF TEXAS, INC.	165.00	394407	165.00*
JUSTICE COURT-PCT 6			
UNITED STATES POSTAL SERVICE	37.80	394400	37.80*
JUSTICE COURT-PCT 7			
KIRKSEY'S SPRINT PRINTING	26.99	394328	
MANNINGS SCHOOL SUPPLY	79.80	394333	
AT&T	29.40	394357	136.19*
JUSTICE OF PEACE PCT. 8			
OFFICE DEPOT	276.55	394342	276.55*
COUNTY COURT AT LAW NO.1			
UNITED STATES POSTAL SERVICE	15.50	394400	15.50*
COUNTY COURT AT LAW NO. 2			
UNITED STATES POSTAL SERVICE	22.40	394400	22.40*
COUNTY COURT AT LAW NO. 3			
UNITED STATES POSTAL SERVICE	28.83	394400	28.83*
COURT MASTER			
UNITED STATES POSTAL SERVICE	1.29	394400	1.29*
MEDIATION CENTER			
SOUTHEAST TEXAS WATER	36.75	394356	
UNITED STATES POSTAL SERVICE	13.14	394400	49.89*
SHERIFF'S DEPARTMENT			
GUARDIAN FORCE	150.00	394282	
FED EX	600.76	394310	
MCNEILL INSURANCE AGENCY	71.00	394335	
MOORMAN & ASSOCIATES, INC.	750.00	394337	
NATIONAL NARCOTICS DECT. DOG ASSN.	110.00	394339	
OFFICE DEPOT	122.35	394342	
SHERIFF'S ASSOCIATION OF TEXAS	50.00	394354	
AT&T	256.74	394357	
BROWNELLS, INC.	195.92	394385	
KEESHA GUILLORY	300.00	394391	
UNITED STATES POSTAL SERVICE	1,644.84	394400	
CHRISTUS HOSPITAL	854.00	394405	
CODE BLUE	3,302.00	394416	
SOUTHEAST TEXAS PARTS AND EQUIPMENT	12.99	394476	
BLUE COSMO SATELLITE COMMUNICATIONS	454.10	394478	8,874.70*
CRIME LABORATORY			
FED EX	316.17	394310	
OFFICE DEPOT	251.02	394342	
SOUTHEAST TEXAS WATER	79.90	394355	
VERIZON WIRELESS	37.99	394398	
CERILLIANT	48.75	394408	
AIRGAS SOUTHWEST	76.00	394428	
CAYMAN CHEMICAL COMPANY	129.00	394441	
RDB SERVICES	500.00	394457	
JULIE HANNON	600.00	394468	2,038.83*
JAIL - NO. 2			

NAME	AMOUNT	CHECK NO.	TOTAL
HILO / O'REILLY AUTO PARTS	23.87	394280	
JOHNSTONE SUPPLY	17.90	394285	
AVIALL	156.14	394291	
COBURN'S, BEAUMONT BOWIE (1)	429.82	394299	
W.W. GRAINGER, INC.	62.69	394313	
HERNANDEZ OFFICE SUPPLY, INC.	118.69	394317	
INTERNATIONAL GALVANIZER, INC.	153.00	394320	
JACK BROOKS REGIONAL AIRPORT	3,138.20	394323	
CASH ADVANCE ACCOUNT	4,140.00	394325	
M&D SUPPLY	278.63	394331	
MCNEILL INSURANCE AGENCY	71.00	394335	
MOORE SUPPLY, INC.	336.28	394336	
OFFICE DEPOT	624.84	394342	
PETTY CASH - SHERIFF'S OFFICE	336.63	394344	
RALPH'S INDUSTRIAL ELECTRONICS	637.12	394349	
SANITARY SUPPLY, INC.	972.78	394350	
SCOTT EQUIPMENT, INC.	483.74	394351	
AT&T	917.22	394357	
STAR GRAPHICS COPIERS, INC.	125.00	394359	
SUTHERLAND LUMBER CO.	191.88	394360	
WASTE MGT. GOLDEN TRIANGLE, INC.	2,208.09	394375	
WASTE MGT. GOLDEN TRIANGLE, INC.	2,466.62	394376	
WORTH HYDROCHEM	327.00	394381	
LOWE'S HOME CENTERS, INC.	338.56	394406	
AIRGAS SOUTHWEST	360.60	394428	
DRAGONFLY INTERPRETING SERVICES	342.50	394460	
KROPP HOLDINGS INC	588.70	394470	
			19,847.50*
JUVENILE PROBATION DEPT.			
FED EX	38.24	394310	
LARONDA TURNER	92.40	394343	
VERIZON WIRELESS	66.52	394397	
UNITED STATES POSTAL SERVICE	23.14	394400	
			220.30*
JUVENILE DETENTION HOME			
LABATT FOOD SERVICE	2,182.87	394289	
EPS	1,077.54	394305	
OAK FARM DAIRY	269.65	394388	
FLOWERS FOODS	78.35	394414	
ATTABOY TERMITE & PEST CONTROL	80.00	394436	
A1 FILTER SERVICE COMPANY	183.79	394455	
			3,872.20*
CONSTABLE PCT 1			
CASH ADVANCE ACCOUNT	495.00	394324	
VERIZON WIRELESS	227.94	394397	
UNITED STATES POSTAL SERVICE	109.37	394400	
			832.31*
CONSTABLE-PCT 2			
COTTON CARGO	37.50	394303	
OFFICE DEPOT	403.73	394342	
VERIZON WIRELESS	113.97	394397	
			555.20*
CONSTABLE-PCT 4			
VERIZON WIRELESS	113.97	394397	
			113.97*
CONSTABLE-PCT 6			
VERIZON WIRELESS	113.97	394397	
UNITED STATES POSTAL SERVICE	28.35	394400	
RITA HURT	300.00	394456	
			442.32*
CONSTABLE PCT. 7			
VERIZON WIRELESS	113.97	394397	
			113.97*
CONSTABLE PCT. 8			
VERIZON WIRELESS	113.97	394397	
			113.97*
AGRICULTURE EXTENSION SVC			

NAME	AMOUNT	CHECK NO.	TOTAL
TEXAS AGRILIFE EXTENSION SERVICES	600.00	394366	
UNITED STATES POSTAL SERVICE	46.60	394400	
HEALTH AND WELFARE NO. 1			646.60*
CLAYBAR FUNERAL HOME, INC.	984.00	394297	
COMMUNITY FUNERAL CHAPEL, INC.	1,500.00	394301	
MUNRO'S	37.62	394338	
AUSTIN CECIL WALKES MD PA	3,245.08	394374	
UNITED STATES POSTAL SERVICE	95.10	394400	
HEALTH AND WELFARE NO. 2			5,861.80*
CLAYBAR FUNERAL HOME, INC.	984.00	394298	
ENTERGY	70.00	394316	
AUSTIN CECIL WALKES MD PA	3,245.08	394374	
CHILD WELFARE UNIT			4,299.08*
TARGET STORES DIVISION	1,262.80	394394	
J.C. PENNEY'S	400.00	394403	
ENVIRONMENTAL CONTROL			1,662.80*
AT&T	29.45	394357	
MAINTENANCE-BEAUMONT			29.45*
GUARDIAN FORCE	72.00	394282	
CITY OF BEAUMONT - WATER DEPT.	7,164.63	394296	
ENTERGY	6,978.45	394315	
M&D SUPPLY	98.62	394331	
SANITARY SUPPLY, INC.	372.75	394350	
ACE IMAGEWEAR	187.90	394353	
AT&T	4,761.68	394357	
EMERGENCY POWER SERVICE	857.99	394459	
MAINTENANCE-PORT ARTHUR			20,494.02*
NOACK LOCKSMITH	25.75	394340	
AT&T	1,263.06	394357	
TIME WARNER COMMUNICATIONS	63.85	394365	
WOODWORKERS PARADISE	245.53	394390	
LOWE'S HOME CENTERS, INC.	18.96	394406	
TEXAS GAS SERVICE	65.04	394410	
PARKER LUMBER	292.43	394444	
DALE'S POOLS	236.13	394464	
MEMBER'S BUILDING MAINTENANCE LLC	2,524.60	394471	
MAINTENANCE-MID COUNTY			4,735.35*
COBURN'S GROVES (5)	11.53	394300	
ENTERGY	419.71	394315	
RITTER @ HOME	16.72	394348	
ACE IMAGEWEAR	27.91	394353	
LOWE'S HOME CENTERS, INC.	44.45	394406	
COUNTY HOME AND RANCH LP	32.98	394454	
MEMBER'S BUILDING MAINTENANCE LLC	1,925.52	394471	
SERVICE CENTER			2,478.82*
KINSEL FORD, INC.	221.14	394327	
VERIZON WIRELESS	42.02	394397	
HERRERA'S EMERGENCY LIGHTING	380.00	394411	
BUMPER TO BUMPER	303.20	394418	
ROBERT'S TEXACO XPRESS LUBE	319.00	394431	
AMERICAN TIRE DISTRIBUTORS	1,956.15	394433	
UNIFIRST HOLDINGS INC	53.76	394437	
MIGHTY OF SOUTHEAST TEXAS	54.76	394451	
VETERANS SERVICE			3,330.03*
UNITED STATES POSTAL SERVICE	9.22	394400	
MOSQUITO CONTROL FUND			9.22*
			228,811.40**

NAME	AMOUNT	CHECK NO.	TOTAL
SUPERIOR TIRE & SERVICE	18.95	394287	
W.W. GRAINGER, INC.	892.95	394313	
JACK BROOKS REGIONAL AIRPORT	615.31	394323	
MUNRO'S	98.95	394338	
SALADIN PUMP & EQUIPMENT	1,077.29	394393	2,703.45**
J.C. FAMILY TREATMENT CT.			
JUDY PAASCH	50.00	394419	50.00**
LAW LIBRARY FUND			
YVONNE COOPER	150.00	394302	
JAMES PUBLISHING, INC.	562.85	394321	
TEXAS LAWYER	134.00	394369	
THOMSON REUTERS-WEST	5,505.79	394467	6,352.64**
EMPG GRANT			
CASH ADVANCE ACCOUNT	1,191.16	394324	1,191.16**
GRT N MENTAL HEALTH SVCS			
OFFICE DEPOT	32.74	394342	32.74**
JUVENILE TJPC-A-2014-123			
BRIA LYNCH	19.04	394430	19.04**
JUVENILE PROB & DET. FUND			
VERIZON WIRELESS	32.20	394397	32.20**
IV-E FOSTER CARE			
VERIZON WIRELESS	32.02	394397	32.02**
COMMUNITY SUPERVISION FND			
CASH ADVANCE ACCOUNT	806.50	394324	
VERIZON WIRELESS	160.09	394397	
UNITED STATES POSTAL SERVICE	142.05	394400	
JCCSC	120.00	394446	1,228.64**
JEFF. CO. WOMEN'S CENTER			
GUARDIAN FORCE	45.00	394282	
ENTERGY	1,644.33	394315	
KINDRA, DBA J&R SERVICES	248.00	394326	
M&D SUPPLY	54.86	394331	
KIM MCKINNEY, LPC, LMFT	70.00	394334	
OFFICE DEPOT	91.22	394342	
SYSCO FOOD SERVICES, INC.	809.04	394361	
BURT WALKER PARTNERS, LTD	4,500.00	394373	
PETTY CASH - RESTITUTION I	17.33	394384	
TEXAS FIRE & COMMUNICATIONS	127.50	394395	
VERIZON WIRELESS	32.02	394397	
BEN E KEITH FOODS	476.77	394415	8,116.07**
COUNTY CLERK - RECORD MGT			
MANATRON	10,595.97	394426	10,595.97**
COUNTY CLK RECORDS ARCHIV			
MANATRON	6,420.87	394426	6,420.87**
COUNTY RECORDS MANAGEMENT			
UNITED STATES POSTAL SERVICE	.41	394400	.41**
DEPUTY SHERIFF EDUCATION			

NAME	AMOUNT	CHECK NO.	TOTAL
CASH ADVANCE ACCOUNT	2,146.72	394324	
CLASSEN BUCK SEMINAR INC	113.00	394386	
DARE AMERICA	395.00	394480	2,654.72**
J.P. COURTROOM TECH. FUND			
VERIZON WIRELESS	113.97	394397	113.97**
HOTEL OCCUPANCY TAX FUND			
M&D SUPPLY	10.00	394331	
MANNINGS SCHOOL SUPPLY	1,216.22	394333	
MUNRO'S	78.50	394338	
OFFICE DEPOT	55.80	394342	
TIME WARNER COMMUNICATIONS	100.65	394362	
WHOLESALE ELECTRIC SUPPLY CO.	103.08	394380	
VERIZON WIRELESS	37.99	394397	1,602.24**
CAPITAL PROJECTS FUND			
MARTIN PRODUCT SALES LLC	19,373.34	394422	
TRINITY MECHANICAL & ELECTRICAL	1,759.34	394473	21,132.68**
AIRPORT FUND			
A&B OUTDOOR EQUIPMENT	55.74	394278	
SUPERIOR TIRE & SERVICE	1,287.23	394287	
EASTEX RUBBER & GASKET	54.48	394306	
FED EX	37.64	394310	
W.W. GRAINGER, INC.	34.12	394313	
RITTER @ HOME	101.94	394348	
WASTE MGT. GOLDEN TRIANGLE, INC.	488.56	394377	
NEDERLAND HARDWARE SUPPLY	68.50	394379	
VERIZON WIRELESS	76.02	394397	
HAGEMeyer NORTH AMERICA, INC.	251.16	394409	
PAX SUPPLY	56.88	394427	
ASCENT AVIATION GROUP INC	52,117.09	394429	
ATTABOY TERMITE & PEST CONTROL	189.51	394436	
INDUSTRIAL RESCUE INSTRUCTION	1,000.00	394458	
CRAWFORD ELECTRIC SUPPLY COMPANY	156.35	394462	
ADVANCE AUTO PARTS	12.58	394463	
MEMBER'S BUILDING MAINTENANCE LLC	4,340.22	394471	60,328.02**
AIRPORT IMPROVE. GRANTS			
GARVER LLC	16,286.00	394442	16,286.00**
SE TX EMP. BENEFIT POOL			
HOLMES MURPHY	13,750.00	394420	13,750.00**
SETEC FUND			
PATTILLO BROWN & HILL LLP	1,500.00	394452	1,500.00**
SHERIFF'S FORFEITURE FUND			
AVIALL	970.26	394291	
SPORTY'S PILOT SHOP	188.50	394358	1,158.76**
GUARDIANSHIP FEE			
A. MARK FAGGARD	200.00	394308	200.00**
MARINE DIVISION			
HILO / O'REILLY AUTO PARTS	11.37	394280	
JACK BROOKS REGIONAL AIRPORT	780.55	394323	791.92**
ASAP - CONSTABLE PCT 8			
COASTAL BUSINESS FORMS	548.75	394466	548.75**
SHERIFF - COMMISSARY			
CURTIS 1000, INC.	1,076.60	394304	1,076.60**
			416,578.92***



**NOTICE OF EARLY VOTING LOCATIONS
SPECIAL RUNOFF ELECTION, STATE SENATE DISTRICT 4
AUGUST 5, 2014**

*(AVISO de LOCALIZACIONES Y de HORAS de VOTACIÓN ADELANTADA
Elección de desempate especial, Distrito del Senado Estatal 4, 5 DE AGOSTO DE 2014)*

EARLY VOTING LOCATIONS:

(Localizaciones de Votacion Adelantada):

Beaumont Courthouse-Main location	1001 Pearl St., Beaumont, Texas
Theodore Johns Library	4255 Fannett Rd., Beaumont, Texas
Rogers Park Recreation Center	6540 Gladys, Beaumont, Texas
Port Arthur Public Library	4615 Ninth Ave, Port Arthur, Texas
Nederland Recreation Center	2301 Avenue H, Nederland, Texas

DATES AND HOURS FOR ALL ABOVE LOCATIONS:

(Fechas y Horas para todas las localizaciones):

July 28 – 30 (<i>Julio 28 - 30</i>)	Monday – Wednesday (<i>Lunes – Miércoles</i>)	8:00 a.m. - 5:00 p.m.
July 31 – August 1 (<i>Julio 31 – Agosto 1</i>)	Thursday – Friday (<i>Jueves– Viernes</i>)	7:00 a.m. - 7:00 p.m.

Precincts (<i>Precintos</i>)	LOCATION (<i>Ubicacion</i>)	ADDRESS (<i>Direccion</i>)	
All (<i>Todos</i>)	Sterling Pruitt Center	2930 Gulf St.	Beaumont, TX
All (<i>Todos</i>)	BISD Administration Building	3395 Harrison Ave.	Beaumont, TX
All (<i>Todos</i>)	Caldwood Elementary	102 Berkshire Ln.	Beaumont, TX
All (<i>Todos</i>)	O.C. Mike Taylor Career Center	2330 North St.	Beaumont, TX
All (<i>Todos</i>)	Hebert Library	2025 Merriman St.	Port Neches, TX
All (<i>Todos</i>)	Jefferson County Courthouse	1001 Pearl St.	Beaumont, TX
All (<i>Todos</i>)	Beaumont Municipal Airport	455 Keith Rd.	Beaumont, TX
All (<i>Todos</i>)	Theodore Johns Library	4255 Fannett Rd.	Beaumont, TX
All (<i>Todos</i>)	Alice Keith Park Recreation Center	4075 Highland Ave.	Beaumont, TX
All (<i>Todos</i>)	Roy Guess Elementary	8055 Voth Rd.	Beaumont, TX
All (<i>Todos</i>)	John Paul Davis Community Center	3580 E. Lucas Dr.	Beaumont, TX
All (<i>Todos</i>)	Precinct 1 Service Center	20205 W. Hwy. 90	Beaumont, TX
All (<i>Todos</i>)	Amelia Elementary School	565 S. Major Dr	Beaumont, TX
All (<i>Todos</i>)	Precinct 4 Service Center	7780 Boyt Rd.	Beaumont, TX
All (<i>Todos</i>)	Hamshire Community Building	12393 2nd St.	Hamshire, TX
All (<i>Todos</i>)	JP4 BLDG (Judge Chesson Court)	19217 FM 365	Beaumont, TX
All (<i>Todos</i>)	LaBelle-Fannett VFD	12880 FM 365	Beaumont, TX
All (<i>Todos</i>)	R.L. Gabby Eldridge Center	5262 S. Gulfway Dr	Sabine Pass, TX
All (<i>Todos</i>)	Memorial 9th Grade Academy	2441 61st St.	Port Arthur, TX
All (<i>Todos</i>)	El Vista Community Center	615 Ellias St.	Port Arthur, TX
All (<i>Todos</i>)	Jerry Ware Airport Terminal	5000 Jerry Ware Dr.	Beaumont, TX
All (<i>Todos</i>)	Nederland Recreation Center	2301 Avenue H	Nederland, TX
All (<i>Todos</i>)	West Groves Education Center	5840 W. Jefferson Blvd.	Groves, TX
All (<i>Todos</i>)	Port Arthur Recreation Center	1308 9th Ave.	Port Arthur, TX
All (<i>Todos</i>)	Port Arthur Public Library	4615 9th Ave.	Port Arthur, TX
All (<i>Todos</i>)	Travis Elementary	1115 Lakeview Ave.	Port Arthur, TX
All (<i>Todos</i>)	Jefferson County Sub-Courthouse	525 Lakeshore Dr.	Port Arthur, TX
All (<i>Todos</i>)	Rogers Park Community Center	6540 Gladys Ave.	Beaumont, TX
All (<i>Todos</i>)	Bevil Oaks Civic Center	7390 Sweetgum Rd.	Bevil Oaks, TX
All (<i>Todos</i>)	Calvary Baptist Church	3650 Dowlen Rd.	Beaumont, TX
All (<i>Todos</i>)	Dishman Elementary	3475 Champions Dr.	Beaumont, TX

**NORTH AMERICAN WETLANDS CONSERVATION ACT PROPOSAL
PARTNER CONTRIBUTION STATEMENT**

What is the title of the proposal that you are contributing to?

Jefferson County Wetlands Improvement Project

What is the name of your organization? Jefferson County Commissioner's Court

When will you make the contribution? The contribution will be made during the period of June 2014 to August 2016.

What is the value of your contribution and how did you determine the value? The total value of the contribution from Jefferson County is \$5,102,000. The contribution will be for the expenses incurred for the construction of the Keith Lake Fish Pass Project. Jefferson County is the lead entity coordinating the funding, design and delivery of this project. Jefferson County has secured funding for the Keith Lake Fish Pass Project from a number of sources that include the following:

Jefferson County - \$712,000

SEMPRA Corporation - \$625,000

Golden Pass LNG - \$625,000

Texas Parks & Wildlife Foundation - \$1,250,000

Texas Coastal Erosion Protection & Restoration Act - \$1,890,000

Does the contribution have a non-federal origin? Yes, all of these listed contributions are non-federal in origin. **If this is based on a fund-raising event or other future action, if that future action fails, will you still provide the contribution amount?** Not applicable. The matching funds contributed by Jefferson County have already been secured, and will be used solely for the Project described.

What long-term migratory bird and wetlands conservation work will the contribution cover?

Funding provided by the County will be used to reimburse contractor expenses related to enhancing wetland hydrology of Keith Lake within the J.D. Murphree Wildlife Management Area. Implementation of this project will provide benefits to migratory and resident avian species dependent upon the wetlands of the Texas Gulf Coast and Chenier Plain Region. This project will reduce saltwater inflows and intrusion into these marshes, and will enhance intermediate marsh values to various migratory and resident bird species including waterfowl, shorebirds, waterbirds, raptors, and songbirds.

Does the proposal correctly describe your contribution, especially the amount? Yes.

If applicable to the proposal, is your organization competent to hold title to, and manage land acquired with grant funds, and are you willing to apply a Notice of Grant Agreement or other recordable document to the property? Not applicable.

Do you have any additional comments? Jefferson County is an enthusiastic proponent of wetland and water conservation in Texas Chenier Plain. County officials recognize that enhancing and sustaining the coastal marsh habitats of Jefferson County are vitally important for the ecologic and economic health of the County. We are pleased to partner with Ducks Unlimited, the applicant for the Jefferson County Wetlands Improvement Project, to aid in meeting objectives for various species and habitat conservation plans. The County puts this match forward to complement and leverage other non-Federal dollars to meet the objectives of NAWCA.

Jeff. R. Branick, County Judge
Jefferson County, Texas

Date Signed: May _____, 2014.



PROCLAMATION

STATE OF TEXAS	§	COMMISSIONERS' COURT
	§	
COUNTY OF JEFFERSON	§	OF JEFFERSON COUNTY, TEXAS

BE IT REMEMBERED at a meeting of Commissioners' Court of Jefferson County, Texas, held on the ____ day of _____, 2014, on motion made by _____, Commissioner of Precinct No. ____, and seconded by _____, Commissioner of Precinct No. ____, the following Proclamation was adopted:

Julie Rogers "Gift of Life" Program 2014 National Men's Health Month

WHEREAS, National Men's Health Month is a community awareness campaign to educate the public about the importance of a healthy lifestyle and early detection of male health risks to reduce rates of mortality from disease; and

WHEREAS, despite advances in medical technology and research, men continue to live an average of almost six years less than women, with African-American men having the lowest life expectancy; and

WHEREAS, prostate cancer is the most frequently diagnosed cancer in men aside from skin cancer; and

WHEREAS, in 2014, approximately 233,000 men in the United States will learn that they have prostate cancer, including 15,900 in Texas; and

WHEREAS, nearly 30,000 American men will lose their lives to this disease in 2014; and

WHEREAS, African American men have the highest prostate cancer incidence in the world and are twice as likely to die of the disease than men of other racial or ethnic groups in the United States; and

WHEREAS, the Gift of Life Program provides medically underserved Southeast Texas men free healthcare services that include PSA (protein specific antigen) tests, blood glucose, cholesterol and HIV screenings, consultations with medical professionals and educational materials and information to encourage positive, healthy lifestyles in collaboration with Baptist Hospitals of Southeast Texas, Gulf Coast Health Center and Triangle Aids Network; and

WHEREAS, since 2000, nearly 7,500 Southeast Texas men have been provided free Gift of Life prostate cancer screenings, helping to extend the lives of more than 60 men who were diagnosed with cancer and were provided access to treatment; and

WHEREAS, the Gift of Life provides extensive educational outreach programs in seven counties that focus on men's health issues and the benefits of early cancer detection; and

NOW, THEREFORE, BE IT RESOLVED that the Commissioners Court of Jefferson County, does hereby proclaim June 2014 as Men's Health Month in Jefferson County, and Monday, June 9, 2014, as the Gift of Life Program's Men's Health Awareness Day in Jefferson County, and we urge all men in our community to pursue preventative health practices and early detection efforts.

Signed this ____ day of _____, 2014.

JUDGE JEFF R. BRANICK
County Judge

COMMISSIONER EDDIE ARNOLD
Precinct No. 1

COMMISSIONER MICHAEL S. SINEGAL
Precinct No. 3

COMMISSIONER BRENT A. WEAVER
Precinct No. 2

COMMISSIONER EVERETTE D. ALFRED
Precinct No. 4

FY 2014 Port Security Grant Program (PSGP)
Memorandum of Understanding

Memorandum of Understanding/Agreement

**Between the Southeast Texas Regional Planning Commission (SETRPC) and Jefferson County
 Regarding Jefferson County's use of the Southeast Texas Emergency Alerting Network**

1. PARTIES. The parties to this Agreement are SETRPC and Jefferson County.

2. The purpose of this Agreement is for the local jurisdiction to acknowledge the SETRPC's application for 2014 Port Security Grant funds to provide regional access to the South East Texas Regional Emergency Alerting Network, to signify Jefferson County's support of the project, and to set forth terms by which each of the parties will ensure the project's success.

4. RESPONSIBILITIES. The roles and responsibilities of each party are understood as follows:

SETRPC agrees to:

- Administer the emergency alerting system
- Ensure compliance with grant requirements
- Contact with and ensure timely payment to third party vendor for emergency alerting network services

Jefferson County agrees to:

Follow Emergency Network Services guidelines as outlined in the Interlocal Agreement between SETRPC and Jefferson County

It is anticipated that industry expenses for promoting the regional emergency alerting network will provide the required cash match; however if this is deemed an ineligible match or if expenses are insufficient to meet the full required cash match, Jefferson County agrees to provide a pro rate match not to exceed \$13,895.71 over two years.

5. POINT OF CONTACT. Sue Landry

Director, Homeland Security & Emergency Management Planning Division
 South East Texas Regional Planning Commission
 2210 Eastex Freeway
 Beaumont, Texas 77703
 Office: (409) 924-7514
 Fax: (409) 899-0826
 Email: slandry@setrpc.org
 Website: www.setrpc.org

6. OTHER PROVISIONS. Nothing in this agreement is intended to conflict with current laws or regulations of the State of Texas or local Government. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this agreement shall remain in full force and effect.

7. EFFECTIVE DATE. The terms of the agreement will become effective on the date found next to the signatures below.

8. MODIFICATIONS. This agreement may be modified upon the mutual written consent of the parties.

9. TERMINATION. The terms of this agreement, as modified with the consent of both parties, will remain in effect until the grant end date for an approved grant. Either party, upon 30 days written notice to the other party may terminate this agreement.

APPROVED BY:

Shaun P. Davis
Executive Director
SETRPC



Signature

5-22-14
Date

Jeff Branick
County Judge
Jefferson County



Signature

5.19.14
Date



**JEFFERSON COUNTY JUVENILE PROBATION DEPARTMENT
MINNIE ROGERS JUVENILE JUSTICE CENTER**

5326 Hwy 69 South
Beaumont, TX 77705
Ph: (409) 722-7474
Fx: (409) 726-2896

Edward "Ed" Cockrell, Sr.
Chief Juvenile Probation Officer

900 Fourth Street
Port Arthur, TX 77640
Ph: (409) 983-8370
Fx: (409) 983-8348

MEMORANDUM

RECEIVED
MAY 21 2014

TO: Honorable Members of Commissioners Court

FROM: Edward J. Cockrell, Sr. *EL*
Chief Juvenile Probation Officer

DATE: May 20, 2014

RE: Juvenile Probation Budget

The Juvenile Probation Budget will be on the Commissioners Court Agenda for June 2, 2014 to receive and file as per 140.004 Local Government Code. The Juvenile Board will be meeting on June 5, 2014 at 11:30 a.m. with the Budget on the agenda for adoption. If you have any questions regarding this, please contact me.



JEFFERSON COUNTY SHERIFF'S OFFICE

SHERIFF G. MITCH WOODS

CHIEF TIM SMITH
LAW ENFORCEMENT

CHIEF GEORGE MILLER
CORRECTIONS

CHIEF MARK DUBOIS
SERVICES

CHIEF RON HOBBS
NARCOTICS

Date: May 19, 2014

To: Jefferson County Commissioner's Court

From: Chief Mark Dubois

Re: Personnel Request

Please consider and possibly approve the elimination of a correctional officer position and the creation of an Administrative Office Specialist position in the Jail budget at an annual budget of \$44,175. The creation of the position would result in an annual savings of \$6,500.

This position has historically been filled by a person assigned to the training/personnel division but carried as a Correctional Officer at the corresponding pay. The new position will better reflect the actual job duties, and will result in cost savings to the County.

A summary of the job duties and requirements is attached. Please feel free to contact us should you have any questions.

Thanks,

Chief Mark Dubois
Office: 409-835-8734

Job Title: Administrative Office Specialist
Department: Sheriff's Office
Reports to: Captain of Training/H.R.
Starting Salary: \$44,175/annually

DUTIES AND RESPONSIBILITIES

Essential Job Functions: Deal with applicants of the Sheriff office, including maintaining files and answering questions during the application process. Administer a written and physical pre-employment exam. Perform orientation of newly hired employees. Have a good working relationship with Jefferson County Human Resources and Risk Management. Maintain employee files for both this agency and TCOLE, along with academy files. Maintain files for the Veterans Association. Have a working knowledge of how to enter continuing education hours in TCLEDDS and to check existing officer records. Develop ability to proctor State TCOLE exams. Have working knowledge of how to make workbooks and study materials. Oversee the ordering of office supplies.

Other Job Functions: Performs other job related duties as directed.

Equipment Used: Functions: Telephone; Computer; must have a working knowledge of Microsoft Office programs including Word, Excel, Power point; working knowledge of AS-400 System, Internet, Email, Copier, Scanner, Calculator, Bookmaker, Scantron, and other general office equipment.

JOB REQUIREMENTS

Education and Experience: High School Diploma or GED. Experience in multiple tasks, including receiving and referring a high volume of telephone communications in a busy an hectic work environment preferred.

Special Requirements: Must pass a Criminal History and have a valid Texas Driver's License. Must pass pre-employment test. Must be 21 years of age.

Knowledge, Skills & Abilities: Ability to act quickly and calmly in pressure situations; ability to communicate both orally and in writing; ability to perform under stressful conditions; ability to plan and prioritize different duties; ability to perform multiple jobs simultaneously; knowledge of proper telephone communication; ability to maintain confidentiality of all documents and/or records; ability to work closely with others.

Work Situations/Demands/Effort: Must know and abide by all County and Department policies and procedures.

Physical Requirements: Constantly sees, hears, performs computer tasks; sits; frequent standing, walking, kneeling and some squatting and light lifting required.



Resolution

STATE OF TEXAS

§
§
§

COMMISSIONERS COURT

COUNTY OF JEFFERSON

OF JEFFERSON COUNTY, TEXAS

BE IT REMEMBERED at a meeting of Commissioners Court of Jefferson County, Texas, held on the ____ day of _____, 2014, on motion made by _____, Commissioner of Precinct No. ____, and seconded by _____, Commissioner of Precinct No. ____, the following Resolution was adopted:

WHEREAS, JOHN H. AUSTIN, has devoted 26 years and 4 months of his life serving the people of Jefferson County with pride and professionalism; and

WHEREAS, JOHN H. AUSTIN, has dedicated his talents and pledged his services as a Corrections Officer in at the Jefferson County Correctional Facility; and

WHEREAS, JOHN H. AUSTIN, has made an outstanding contribution to law enforcement and the quality of criminal justice in the Jefferson County Sheriff's Office, serving as a Deputy at the Correctional Facility, Work Release and in the Transfer Department at the Jefferson County; and

WHEREAS, through hard work and commitment to excellence, **JOHN H. AUSTIN**, has earned the respect of his colleagues and the citizens of Jefferson County; and

WHEREAS, having made a significant contribution to the Jefferson County Sheriffs' Office, **JOHN H. AUSTIN**, is recognized for his unselfish devotion to the common good and welfare of the citizens of Jefferson County; and will always be missed by his friends and co-workers.

NOW THEREFORE, BE IT RESOLVED that the Jefferson County Commissioners Court does hereby honor and commend **JOHN H. AUSTIN**, for his dedicated service as a valuable employee of Jefferson County and wishes him well in his retirement.

SIGNED this ____ day of _____, 2014.

JUDGE JEFF R. BRANICK
County Judge

COMMISSIONER EDDIE ARNOLD
Precinct No. 1

COMMISSIONER MICHAEL S. SINEGAL
Precinct No. 3

COMMISSIONER BRENT A. WEAVER
Precinct No. 2

COMMISSIONER EVERETTE D. ALFRED
Precinct No. 4

Special, June 02, 2014

There being no further business to come before the Court at this time,
same is now here adjourned on this date, June 02, 2014