



**MINUTES for Walker County Commissioners Court
REGULAR SESSION
Monday, April 8, 2024, 9:00 a.m.**



CALL TO ORDER

Be it remembered, Commissioners Court of Walker County was called to order by County Judge, Colt Christian at 9:00 a.m. in Commissioners Courtroom, 1st Floor, 1100 University Avenue, Huntsville Texas.

County Judge	Colt Christian	Present
Precinct 1, Commissioner	Danny Kuykendall	Present
Precinct 2, Commissioner	Ronnie White	Present
Precinct 3, Commissioner	Bill Dauge	Present
Precinct 4, Commissioner	Brandon Decker	Present

County Judge, Colt Christian stated a quorum was present. County Clerk, Kari French, certified the notice of the meeting was given in accordance with Section 551.001 of the Texas Government Code.

GENERAL ITEMS

Pledge of Allegiance and Texas Pledge were performed.
Prayer was led by Pastor, James Ray Necker.

CONSENT AGENDA

1. Approve minutes from Commissioners Court Regular Session held on March 25, 2024.
2. Approve Disbursement Report for the period of 03/25/2024 – 04/01/2024.
3. Receive financial information as of April 3, 2024 for the fiscal year ending September 30, 2024.
4. Approve claims and invoices submitted for payment.
5. Receive financial information as of Month Ended February 29, 2024, for year-end September 30, 2024.
6. Receive Huntsville Fire Department Reports for February 2024.
7. Receive County Clerk monthly report for March 2024.
8. Receive Planning and Development monthly report for February 2024.
9. Approve Carol Norris application for membership the Walker County Historical Commission.
10. Approve GLO and HUD reports, GrantWorks/CDBG GLO Hurricane Harvey 20-065-104-C279.
11. Approve Facility Request 2024-42, allowing SAAFE House to tie teal ribbons around the courthouse trees and gazebo for the month of April for Sexual Assault Awareness Month.
12. Approve Proclamation 2024-43, declaring April as Sexual Assault Awareness Month.
13. Approve Proclamation 2024-52, declaring April 14th – April 20th as National Telecommunications Week.
14. Approve Proclamation 2024-53, declaring April as Don't Text and Drive Month.
15. Approve amended agreement with Walker County Special Utility District, extending to December 31, 2024.
16. Approve amended agreement with Phelps Special Utility District, extending date to December 31, 2024.
17. Approve amended agreement for Stubblefield septic system, extending end date to December 31, 2024.

Commissioner Dauge asked to pull item 12. Commissioner Kuykendall asked to pull item 4 and 13.

MOTION: Made by Commissioner Kuykendall to **APPROVE** Consent Agenda with items 4, 12 and 13 pulled for discussion.

SECOND: Made by Commissioner White.

VOTE: Motion carried unanimously.

(4) Approve claims and invoices submitted for payment.

MOTION: Made by Commissioner Kuykendall to **APPROVE** claims and invoices.

SECOND: Made by Commissioner White.

VOTE: Motion carried unanimously.

(12) Approve Proclamation 2024-43, declaring April as Sexual Assault Awareness Month.
Commissioner Dauge read the proclamation.

MOTION: Made by Commissioner Dauge to **APPROVE** Proclamation 2024-43.

SECOND: Made by Commissioner Decker.

VOTE: Motion carried unanimously.

(13) Approve Proclamation 2024-52, declaring April 14th – April 20th as National Public Safety Telecommunications Week.
Commissioner Kuykendall read the proclamation aloud.

MOTION: Made by Commissioner Kuykendall to **APPROVE** Proclamation 2024-52, declaring April 14th – April 20th as National Public Safety Telecommunications Week.

SECOND: Made by Commissioner Dauge.

VOTE: Motion carried unanimously.

STATUTORY AGENDA

County Clerk

18. Discuss and take action on Amendment No1. to Agreement for Vanguard Records Management and Imaging System.

Kari French presented information.

MOTION: Made by Commissioner White to APPROVE Amendment No1. to Agreement for Vanguard Records Management and Imaging System.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

Maintenance

19. Discuss and take action on water leak at the courthouse.

Larry Whitener presented information.

MOTION: Made by Commissioner Daugette to APPROVE for Mr. Whitener to move forward with exploring what is necessary for work on the west side of the Courthouse.

SECOND: Made by Commissioner White.

VOTE: Motion carried unanimously.

EXECUTIVE SESSION

ACTION: County Judge, Colt Christian called Executive Session under **Section 551.074** at 9:29 a.m.

ACTION: County Judge, Colt Christian reconvened back in to Regular Session at 9:43 a.m.

31. Review of Maintenance Department.

ACTION: No action taken.

30. Discuss and take action on Memorandum of Agreement between Walker County and New Waverly 4-H Community Club.

Texas DPS Sergeant Adams spoke of his concerns with the Weigh Station and safety of the community. DPS Corporal Wooten spoke of his concerns. Concerns include hazardous materials being hauled, adult actives that take place in the back, beekeepers parking and Radiological and Nuclear traffic. There was discussion with the Court. Assistant DA Quentin Russell also spoke regarding the scheduling. Scheduling will be the responsibility of the New Waverly 4-H Club. As well as the Club retaining proper insurance and requiring it from anyone using the property.

MOTION: Made by Commissioner Decker to APPROVE Memorandum of Agreement between Walker County and New Waverly 4-H Community Club.

SECOND: Made by Judge Christian.

VOTE: Motion carried unanimously.

Commissioners Court

20. Discuss and take action on reassigning vehicle to Constable Pct 2.

Commissioner White presented information.

MOTION: Made by Commissioner White to APPROVE reassigning a vehicle from Constable Central to Constable Pct 2.

SECOND: Made by Commissioner Daugette.

VOTE: Motion carried unanimously.

21. Discuss and take action on reevaluating EMS contract with UTMB concerning 911 calls at TDCJ units located in Walker County Texas.

Commissioner White presented information. There was discussion with the Court. EMS Director Rachel Parker spoke via zoom.

ACTION: PASS for a workshop in two weeks.

22. Discuss and take action to implement annual performance evaluation on Department Heads that work under direct supervision of the court.

Commissioner White presented information.

ACTION: PASS at this time.

23. Discuss the interaction of members of Commissioners Court with other entities, County employees, and elected officials.

Commissioner Daugette presented information.

ACTION: No Action – Discussion with the Court.

24. Discuss and take action on new contract for uniforms from Cintas for Road and Bridge 3.
Commissioner Daugette presented information.

MOTION: Made by Commissioner Daugette to APPROVE new contract for uniforms from Cintas for Road and Bridge 3.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

25. Discuss and take action to receive grant funds from HGAC in the amount of \$32,000 for the Heavy Trash/Tire Collection Grant.
Commissioner Daugette presented information.

MOTION: Made by Commissioner Daugette to APPROVE to receive grant funds from HGAC in the amount of \$32,000 for the Heavy Trash/Tire Collection Grant.
SECOND: Made by Commissioner Decker.
VOTE: Motion carried unanimously.

26. Discuss and take action to transfer FAS# 12628 from the Sheriff Department to Constable 4.
Commissioner Decker presented information.

MOTION: Made by Commissioner Decker to APPROVE transfer FAS# 12628 from the Sheriff Department to Constable 4.
SECOND: Made by Commissioner Daugette
VOTE: Motion carried unanimously.

27. Discuss and take action to repair/replace transmission on FAS# 12628 in the amount of \$3450.00 from general fund contingency.
Commissioner Decker presented information.

MOTION: Made by Commissioner Decker to APPROVE to repair/replace transmission on FAS# 12628 in the amount of \$3450.00 from general fund contingency.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

28. Discuss and take action to install graphics package from C4 Graphix, Inc. in the amount of \$1500.00 on FAS# 12628 from general fund contingency.
Commissioner Decker presented information.

MOTION: Made by Commissioner Decker to APPROVE to install graphics package from C4 Graphix, Inc. in the amount of \$1500.00 on FAS# 12628 from general fund contingency.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

29. Discuss and take action to extend health insurance for an employee on workers comp leave.
Commissioner Decker presented information.

ACTION: PASS at this time.

Planning and Development

32. Discuss and take action on Le-Trinh Roberson request for variance to Section 4.18 of the Walker County Subdivision Regulations regarding required right of way for [Plat # 2023-053] Replat of Lots 1501, 1502, 1503, 1504, 1505 and 1507, Section 2 of Harmon Creek Ridge Subdivision, Ethan Allen Survey, A-1 – North Kamper Drive/Pine Knot Square – Pct. 3.
Andy Isbell presented information.

MOTION: Made by Commissioner Daugette to APPROVE Le-Trinh Roberson request for variance to Section 4.18 of the Walker County Subdivision Regulations regarding required right of way for Plat # 2023-053, Replat of Lots 1501, 1502, 1503, 1504, 1505 and 1507, Section 2 of Harmon Creek Ridge Subdivision.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

33. Public hearing concerning Plat # 2023-053, Re-Plat of Lots Replat of Lots 1501, 1502, 1503, 1504, 1505, and 1507, Section 2 of Harmon Creek Ridge Subdivision, Ethan Allen Survey, A-1 North Kamper Drive/Pine Knot Square – Pct. 3.

ACTION: Public Hearing opened at 10:35 a.m.
Andy Isbell presented information.

Le-Trinh Robertson spoke regarding the fence and stated it has been there for over 15 years and does not feel it is right that they are asking her to move it.

ACTION: Public Hearing closed at 10:37 a.m.

34. Discuss and take action on Plat # 2023-053, Re-Plat of Lots Replat of Lots 1501, 1502, 1503, 1504, 1505, and 1507, Section 2 of Harmon Creek Ridge Subdivision, Ethan Allen Survey, A-1 North Kamper Drive/Pine Knot Square – Pct. 3.
Andy Isbell presented information.

MOTION: Made by Commissioner Daugette to **APPROVE Plat # 2023-053, Re-Plat of Lots Replat of Lots 1501, 1502, 1503, 1504, 1505, and 1507, Section 2 of Harmon Creek Ridge Subdivision.**
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

35. Discuss and take action on Peach Creek TX, LLC/Chris Wren request for additional action and/or clarification on variance granted on 11/20/23 to Section B3.4.2 of the Walker County Subdivision Regulations regarding requirement for two fire apparatus roads for the proposed Peach Creek Forest Subdivision, Jose Maria De La Garza, A-22 Plat # 2022-037, SH 150 - Pct. 4.
Andy Isbell presented information.

MOTION: Made by Commissioner Decker to **APPROVE Peach Creek TX, LLC/Chris Wren request for additional action and/or clarification on variance granted on 11/20/23 to update the transition to 36 months for the Plat to be filed.**
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

36. Discuss and take action on Plat # 2024-003, Jeffery W. Alldaffer Subdivision, William Winters League, A-53, Daniel J. Toler Survey, A-546 - Jones Road - Pct. 4.
Andy Isbell presented information.

MOTION: Made by Commissioner Decker to **APPROVE Plat # 2024-003.**
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

37. Discuss and take action on Simco Group, LLC/Brian K. Sims request for variance to Section 3.36 (3) of the Walker County Subdivision Regulations regarding TCEQ groundwater certification requirement(s) for Plat # 2023-055, proposed Jones Reserve Subdivision, L.M. Collard Survey, A-10, Jones Road, Pct. 4.
Andy Isbell presented information. Joe Sherwin spoke regarding the water wells proposed. Zach Holland with Bluebonnet also spoke regarding the request.

MOTION: Made by Commissioner Decker to **APPROVE variance to allow an alternate ground water analysis. Subject to no objection from Bluebonnet GCD and including the recommend well depth on the plat and deed restrictions.**
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

PUBLIC INPUT

Freddy Thompson spoke regarding his road going into his property in Precinct 3. He is asking why he cannot get his road repaired. Commissioner Daugette invited him to come by his office.

ACTION: County Judge, Colt Christian adjourned the meeting at 10:58 a.m.

I, Kari A. French, County Clerk of Walker County, Texas, do hereby certify that these Commissioners Court Minutes are a true and correct record of the proceedings from the Meeting on April 8, 2024.

Walker County Clerk, Kari A. French

Walker County Judge, Colt Christian

Date Minutes Approved by Commissioners Court

Disbursement Report 04/22/2024

Payment Journal DISB1 04/08/2024	5,272.80
Payment Journal DISB 04/08/2024	723,408.45

ACH PAYMENTS	
ACH 04/08/2024	24,780.14
ACH TOT 04/08/2024	78,280.56

Payroll

DNP:

VOID:

Check register and eft/draft Total	831,741.95
Dynamics Total	(\$831,741.95)
- difference -**	-
Total Disbursement	\$ 831,741.95

DatePaid	CheckReference	Vendor	CostCenter	Amount
4/8/2024	000000000006355	10043-GT Distributors, Inc.	Sheriff	8,536.00
4/8/2024	000000000006356	13258-Summit Food Service, LLC	County Jail	8,094.39
4/8/2024	000000000006357	13258-Summit Food Service, LLC	County Jail	8,149.75
4/8/2024	000000000006358	10095-RB Everett & Company	Road and Bridge General	1,040.40
4/8/2024	000000000006358	10095-RB Everett & Company	Road and Bridge Precinct 2	2,531.56
4/8/2024	000000000006359	10143-Walker County Hardware	County Facilities	11.99
4/8/2024	000000000006359	10143-Walker County Hardware	County Facilities	51.69
4/8/2024	000000000006359	10143-Walker County Hardware	County Jail	110.56
4/8/2024	000000000006359	10143-Walker County Hardware	County Jail	59.56
4/8/2024	000000000006359	10143-Walker County Hardware	Road and Bridge Precinct 3	448.63
4/8/2024	000000000006359	10143-Walker County Hardware	Road and Bridge Precinct 4	280.80
4/8/2024	000000000006359	10143-Walker County Hardware	Road and Bridge Precinct 4	32.88
4/8/2024	000000000006359	10143-Walker County Hardware	Sheriff	80.14
4/8/2024	000000000006360	11009-City of Huntsville	Adult Probation Support- General Fun	219.29
4/8/2024	000000000006360	11009-City of Huntsville	County Facilities	1,434.22
4/8/2024	000000000006360	11009-City of Huntsville	Criminal District Attorney	71.99
4/8/2024	000000000006360	11009-City of Huntsville	Emergency Operations	182.31
4/8/2024	000000000006360	11009-City of Huntsville	Facilities-Justice Center Municipal All	47.67
4/8/2024	000000000006360	11009-City of Huntsville	Juvenile Probation Support - General	232.46
4/8/2024	000000000006360	11009-City of Huntsville	Litter Control - General Fund	334.85
4/8/2024	000000000006360	11009-City of Huntsville	Road and Bridge Precinct 1	324.62
4/8/2024	000000000006360	11009-City of Huntsville	SPU - State General Allocation	75.37
4/8/2024	000000000006360	11009-City of Huntsville	SPU Juvenile Division	68.89
4/8/2024	000000000006360	11009-City of Huntsville	Texas AgriLife Extension Service	107.31
4/8/2024	000000000006360	11009-City of Huntsville	Walker County Central Dispatch Serv	21.19
4/8/2024	000000000006360	11009-City of Huntsville	Walker County EMS - Emergency Ser	87.62
4/8/2024	000000000006361	11928-U.S. Bank NA	Adult Substance Abuse Services	50.52
4/8/2024	000000000006361	11928-U.S. Bank NA	Centralized Costs	60.66
4/8/2024	000000000006361	11928-U.S. Bank NA	Constable Precinct 1	65.28
4/8/2024	000000000006361	11928-U.S. Bank NA	Constable Precinct 2	261.60
4/8/2024	000000000006361	11928-U.S. Bank NA	Constable Precinct 3	506.62
4/8/2024	000000000006361	11928-U.S. Bank NA	Constable Precinct 4	2,135.11
4/8/2024	000000000006361	11928-U.S. Bank NA	County Facilities	455.43

4/8/2024	000000000006361	11928-U.S. Bank NA	County Jail	933.72
4/8/2024	000000000006361	11928-U.S. Bank NA	Emergency Operations	401.98
4/8/2024	000000000006361	11928-U.S. Bank NA	Litter Control - General Fund	359.50
4/8/2024	000000000006361	11928-U.S. Bank NA	Sheriff	15,184.40
4/8/2024	000000000006361	11928-U.S. Bank NA	Walker County EMS - Emergency Ser	8,168.66
4/8/2024	000000000006362	11928-U.S. Bank NA	Planning and Development	585.15
4/8/2024	000000000006363	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 3	37,810.29
4/8/2024	000000000006363	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 4	476.77
4/8/2024	000000000006364	13257-Sun Coast Resources, LLC	Road and Bridge Precinct 4	2,968.87
4/8/2024	253689	10269-AT&T	SPU - State General Allocation	339.56
4/8/2024	253689	10269-AT&T	SPU Civil Division	339.56
4/8/2024	253690	10542-Perdue Brandon Fielder Collins & N	District Clerk	3,380.00
4/8/2024	253691	10732-Quadient Leasing USA, Inc.	Centralized Costs	602.23
4/8/2024	253692	10130-TAC	Constable Precinct 2	70.00
4/8/2024	253693	10376-Texas Parks & Wildlife	Balance Sheet Accounts	133.45
4/8/2024	253694	10376-Texas Parks & Wildlife	Balance Sheet Accounts	90.95
4/8/2024	253695	10376-Texas Parks & Wildlife	Balance Sheet Accounts	133.45
4/8/2024	253696	10376-Texas Parks & Wildlife	Balance Sheet Accounts	183.60
4/8/2024	253697	10900-Aflac	Balance Sheet Accounts	12,382.52
4/8/2024	253697	10900-Aflac	Centralized Costs	0.20
4/8/2024	253698	13502-Antwi, Stephen	County Jail Inmate Medical Cost Cent	8,500.00
4/8/2024	253699	14140-Arcosa Lightweight	Road and Bridge Precinct 3	14,660.37
4/8/2024	253700	10218-ASCO Equipment	Road and Bridge Precinct 4	1,228.48
4/8/2024	253701	10250-AT&T Mobility	Sheriff	111.19
4/8/2024	253701	10250-AT&T Mobility	Walker County EMS - Emergency Ser	139.12
4/8/2024	253702	12514-AT&T Mobility	Emergency Operations	22.20
4/8/2024	253702	12514-AT&T Mobility	Planning and Development	73.28
4/8/2024	253702	12514-AT&T Mobility	Road and Bridge Precinct 1	22.20
4/8/2024	253702	12514-AT&T Mobility	Road and Bridge Precinct 2	22.20
4/8/2024	253702	12514-AT&T Mobility	Road and Bridge Precinct 3	20.00
4/8/2024	253702	12514-AT&T Mobility	SPU Civil Division	105.05
4/8/2024	253702	12514-AT&T Mobility	SPU Juvenile Division	35.92
4/8/2024	253702	12514-AT&T Mobility	Voter Registration	22.20
4/8/2024	253703	12515-AT&T Mobility	Emergency Operations	37.00

4/8/2024	253704	12516-AT&T Mobility	Emergency Operations	37.00
4/8/2024	253705	12518-AT&T Mobility	Road and Bridge Precinct 4	71.88
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	County Jail	324.87
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Litter Control - General Fund	119.27
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge General	681.38
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 1	8.36
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 1	15.98
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 1	9.90
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 2	65.15
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 2	200.01
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 2	213.92
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 3	533.15
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 3	78.13
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 3	81.17
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Sheriff	23.10
4/8/2024	253706	13614-Auto Parts of Huntsville, Inc	Walker County EMS - Emergency Ser	19.99
4/8/2024	253707	12702-Barsh Auto, LLC	Road and Bridge Precinct 4	7.00
4/8/2024	253708	10345-Bill Fick Ford	Walker County EMS - Emergency Ser	964.93
4/8/2024	253709	10361-Bound Tree Medical LLC	Walker County EMS - Emergency Ser	3,820.79
4/8/2024	253710	13999-Brazoria County Sheriff	District Clerk	225.00
4/8/2024	253711	10815-Brionez, Jay	SPU Juvenile Division	60.00
4/8/2024	253712	13289-Cain Law, PLLC	12th Judicial District Court	2,449.00
4/8/2024	253712	13289-Cain Law, PLLC	278th Judicial District Court	1,800.00
4/8/2024	253713	13735-Cannon CPR Training and Services	Juvenile Probation Support - General	440.00
4/8/2024	253714	11066-Canon Solutions America, Inc.	County Auditor	8.48
4/8/2024	253714	11066-Canon Solutions America, Inc.	County Jail	79.08
4/8/2024	253714	11066-Canon Solutions America, Inc.	Emergency Operations	15.79
4/8/2024	253715	10273-Capital One	Walker County EMS - Emergency Ser	62.62
4/8/2024	253715	10273-Capital One	Walker County EMS - Emergency Ser	22.71
4/8/2024	253715	10273-Capital One	Walker County EMS - Emergency Ser	69.31
4/8/2024	253715	10273-Capital One	Walker County EMS - Emergency Ser	48.47
4/8/2024	253715	10273-Capital One	Walker County EMS - Emergency Ser	17.88
4/8/2024	253716	14034-Carbajal, Nohemi	County Facilities	66.67
4/8/2024	253717	10654-CDCAT	County Clerk	50.00

4/8/2024	253718	10036-CenterPoint Energy	Adult Probation Support- General Fui	115.92
4/8/2024	253718	10036-CenterPoint Energy	County Facilities	1,056.97
4/8/2024	253718	10036-CenterPoint Energy	County Jail	1,921.32
4/8/2024	253718	10036-CenterPoint Energy	Facilities-Justice Center Municipal All	11.62
4/8/2024	253718	10036-CenterPoint Energy	Justice of Peace Precinct 4	33.76
4/8/2024	253718	10036-CenterPoint Energy	Juvenile Probation Support - General	98.11
4/8/2024	253718	10036-CenterPoint Energy	Road and Bridge Precinct 1	66.61
4/8/2024	253718	10036-CenterPoint Energy	Road and Bridge Precinct 4	73.35
4/8/2024	253718	10036-CenterPoint Energy	Walker County Central Dispatch Serv	5.17
4/8/2024	253718	10036-CenterPoint Energy	Walker County EMS - Emergency Ser	54.96
4/8/2024	253719	11103-Charlie's Used Cars, LLC	Sheriff	7.00
4/8/2024	253720	12183-Choate, Jack	SPU - State General Allocation	128.00
4/8/2024	253720	12183-Choate, Jack	SPU Juvenile Division	308.80
4/8/2024	253721	10251-CIMA Companies, Inc.	Adult Basic Supervision	1,528.85
4/8/2024	253722	12490-Cintas Corporation #2	Road and Bridge Precinct 3	12.36
4/8/2024	253722	12490-Cintas Corporation #2	Road and Bridge Precinct 3	386.31
4/8/2024	253723	10636-Citibank (South Dakota), NA	SPU Juvenile Division	106.45
4/8/2024	253723	10636-Citibank (South Dakota), NA	SPU Juvenile Division	184.95
4/8/2024	253724	10442-City Electric Supply	County Jail	199.76
4/8/2024	253725	10021-City of New Waverly	Justice of Peace Precinct 4	107.00
4/8/2024	253725	10021-City of New Waverly	Road and Bridge Precinct 4	260.00
4/8/2024	253725	10021-City of New Waverly	Weigh Station Utilites and Services	42.50
4/8/2024	253726	10022-Cleveland Asphalt	Road and Bridge Precinct 4	2,237.34
4/8/2024	253727	10023-Coburn's Huntsville # 15	County Facilities	24.80
4/8/2024	253727	10023-Coburn's Huntsville # 15	County Jail	121.90
4/8/2024	253728	10024-Colonial Life & Accident Insurance	Balance Sheet Accounts	226.90
4/8/2024	253728	10024-Colonial Life & Accident Insurance	Centralized Costs	-0.03
4/8/2024	253729	10588-Compass Reporting Group	SPU Civil Division	894.90
4/8/2024	253730	10027-County Judges & Commissioner's	Centralized Costs	2,592.00
4/8/2024	253731	13666-Crafco, Inc.	Road and Bridge General	366.21
4/8/2024	253732	11041-Cravey, James	Adult Basic Supervision	57.62
4/8/2024	253733	10831-Cross, Shellie M	Adult Basic Supervision	92.46
4/8/2024	253734	13299-D. Scott Hughes	Adult Substance Abuse Services	3,416.66
4/8/2024	253735	10296-Dallas County Constable Pct. 1	District Clerk	80.00

4/8/2024	253736	10051-Dearborn National Life Insurance C	Balance Sheet Accounts	36.52
4/8/2024	253737	11349-Dewalt, Katrina	Adult Basic Supervision	495.77
4/8/2024	253738	14019-Eades, Amy	SPU Juvenile Division	168.00
4/8/2024	253739	10083-Elections Systems & Software, Inc.	Elections	2,092.74
4/8/2024	253740	11390-Ellis D. Walker Trucking, LLC	Road and Bridge Precinct 2	21,435.15
4/8/2024	253740	11390-Ellis D. Walker Trucking, LLC	Road and Bridge Precinct 3	5,969.33
4/8/2024	253740	11390-Ellis D. Walker Trucking, LLC	Road and Bridge Precinct 4	5,067.31
4/8/2024	253741	13617-English, Tim	SPU - State General Allocation	79.00
4/8/2024	253742	12271-Enterprise Rent a Car	Sheriff	1,650.00
4/8/2024	253743	10795-Faseler, Erin K	SPU Civil Division	60.00
4/8/2024	253744	10038-Federal Express Corporation	SPU - State General Allocation	16.90
4/8/2024	253745	10045-Fisher, Steve	Justice of Peace Precinct 1	407.74
4/8/2024	253746	11046-Fletcher, Melinda	SPU - State General Allocation	707.36
4/8/2024	253747	10365-Fort Bend County Constable Pct. 2	District Clerk	75.00
4/8/2024	253748	13331-Galveston County Constable, Pct 2	District Clerk	100.00
4/8/2024	253749	14112-Gates In Motion Inc	County Jail	1,003.60
4/8/2024	253750	10799-Gault, Marc F	SPU Civil Division	197.00
4/8/2024	253751	12996-Gifaldi, Heather	Adult Substance Abuse Services	257.28
4/8/2024	253752	12284-Goodwin-Lasiter, Inc.	Centralized Costs	4,858.73
4/8/2024	253753	11776-GTS Technology Solutions, Inc.	District Clerk Rider for Prosecution	13,775.76
4/8/2024	253754	13939-gWorks	Road and Bridge Precinct 1	2,094.00
4/8/2024	253755	14114-Hardaway, Lynn	Criminal District Attorney	17,000.00
4/8/2024	253756	13748-Hargis, Alannah	County Judge	240.94
4/8/2024	253757	10186-Harris County Constable Pct. 1	District Clerk	75.00
4/8/2024	253758	10034-Harris County Constable Pct. 4	District Clerk	75.00
4/8/2024	253759	12356-HEARTS Veterans Museum of Texas	Health and Human Services - Govern	20,000.00
4/8/2024	253760	13765-Hersom Law Firm	County Court at Law	600.00
4/8/2024	253761	13885-Highpoint Signs and Apparel	County Jail	165.64
4/8/2024	253762	13055-Hoeser, Bonner	Road and Bridge Precinct 4	5,040.00
4/8/2024	253763	10317-Home Depot	County Facilities	14.82
4/8/2024	253763	10317-Home Depot	County Facilities	704.58
4/8/2024	253764	10668-Houston-Galveston Area Council	Centralized Costs	3,056.00
4/8/2024	253765	10841-Hunter, Kristin N	Adult Basic Supervision	41.54
4/8/2024	253766	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 1	57.09

4/8/2024	253766	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 1	125.00
4/8/2024	253766	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 2	2,359.49
4/8/2024	253766	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 4	630.00
4/8/2024	253767	10067-Huntsville Truck & Tractor, Inc.	County Jail	114.54
4/8/2024	253768	10771-IIX Insurance Information Exchange	Walker County EMS - Emergency Ser	193.39
4/8/2024	253769	13571-Impact Promotional Services, LLC	Walker County EMS - Emergency Ser	687.19
4/8/2024	253770	10483-Jason Dunham PhD.	SPU Civil Division	7,937.50
4/8/2024	253771	10071-Johnson Supply & Equipment Corp.	County Jail	346.90
4/8/2024	253772	12693-Kofile, Inc.	County Clerk	5,175.54
4/8/2024	253773	11811-Law Office of Joseph W Krippel	12th Judicial District Court	2,050.00
4/8/2024	253773	11811-Law Office of Joseph W Krippel	278th Judicial District Court	1,000.00
4/8/2024	253773	11811-Law Office of Joseph W Krippel	County Court at Law	6,790.00
4/8/2024	253774	14110-Law Office of Paul Morrison	278th Judicial District Court	600.00
4/8/2024	253775	10313-Legal Shield	Balance Sheet Accounts	183.56
4/8/2024	253775	10313-Legal Shield	Centralized Costs	-0.01
4/8/2024	253776	10077-Lexis-Nexis	Criminal District Attorney	934.00
4/8/2024	253777	13702-Liberty County Constable Pct. 1	District Clerk	100.00
4/8/2024	253778	10073-Linde Gas & Equipment, Inc.	Road and Bridge Precinct 1	31.88
4/8/2024	253778	10073-Linde Gas & Equipment, Inc.	Road and Bridge Precinct 3	28.73
4/8/2024	253778	10073-Linde Gas & Equipment, Inc.	Walker County EMS - Emergency Ser	1,461.02
4/8/2024	253779	14122-Live Oak Environmental LLC	Road and Bridge Precinct 2	133.12
4/8/2024	253779	14122-Live Oak Environmental LLC	Road and Bridge Precinct 3	97.31
4/8/2024	253780	13991-Maddox-Bennett, Peyton	SPU Civil Division	236.00
4/8/2024	253781	10447-Madison County Constable Pct. 1	District Clerk	200.00
4/8/2024	253782	10078-McCoy's Building Supply Center	Road and Bridge Precinct 3	126.78
4/8/2024	253783	13190-McKerley Law Firm, PLLC	Courts-Central Costs	2,458.50
4/8/2024	253784	10434-McKesson Medical-Surgical Govern	County Jail Inmate Medical Cost Cent	155.20
4/8/2024	253785	10082-Mid-South Synergy	Road and Bridge Precinct 2	227.00
4/8/2024	253785	10082-Mid-South Synergy	Texas AgriLife Extension Service	42.80
4/8/2024	253786	10039-Montgomery County Constable Pct	District Clerk	150.00
4/8/2024	253787	10288-Montgomery County Juvenile Depa	Juvenile State/Grant Aid	2,700.00
4/8/2024	253788	14186-Moore, Jonathan	Sheriff	175.00
4/8/2024	253789	13788-Morris, Matt	Sheriff	175.00
4/8/2024	253790	10159-Motorola Solutions, Inc.	Constable Precinct 4	4,021.12

4/8/2024	253790	10159-Motorola Solutions, Inc.	Justice Court Technology	3,021.06
4/8/2024	253791	13117-Mullin, Nancy	SPU Civil Division	148.00
4/8/2024	253792	10547-Mustang Cat	Road and Bridge Precinct 2	476.06
4/8/2024	253793	12829-Nacogdoches County Constable, Pr	District Clerk	90.00
4/8/2024	253794	13796-ODP Business Solutions, LLC	Criminal District Attorney	568.17
4/8/2024	253794	13796-ODP Business Solutions, LLC	Criminal District Attorney	584.14
4/8/2024	253794	13796-ODP Business Solutions, LLC	Planning and Development	122.49
4/8/2024	253794	13796-ODP Business Solutions, LLC	Purchasing	30.46
4/8/2024	253794	13796-ODP Business Solutions, LLC	Purchasing	42.49
4/8/2024	253794	13796-ODP Business Solutions, LLC	Road and Bridge Precinct 1	167.50
4/8/2024	253794	13796-ODP Business Solutions, LLC	Road and Bridge Precinct 1	309.96
4/8/2024	253795	10395-Oliphant's Tree Service	Road and Bridge Precinct 4	3,800.00
4/8/2024	253796	13437-Olivier, Devon	Justice of Peace Precinct 1	417.22
4/8/2024	253797	10594-P2 Emulsions	Road and Bridge General	16,408.27
4/8/2024	253798	13615-Payne, Marcus	Justice of Peace Precinct 2	440.16
4/8/2024	253799	10160-Pitney Bowes Global Financial Serv	Adult Basic Supervision	161.64
4/8/2024	253800	11015-Porterfield, Elizabeth	Adult Basic Supervision	471.68
4/8/2024	253801	10092-Powers Auto Supply	Road and Bridge Precinct 4	85.68
4/8/2024	253801	10092-Powers Auto Supply	Road and Bridge Precinct 4	7.42
4/8/2024	253802	14008-Quisenberry, Eric	SPU - State General Allocation	79.00
4/8/2024	253803	10098-Reliable Parts Co.	Emergency Operations	101.49
4/8/2024	253803	10098-Reliable Parts Co.	Road and Bridge General	43.46
4/8/2024	253803	10098-Reliable Parts Co.	Road and Bridge General	96.54
4/8/2024	253803	10098-Reliable Parts Co.	Road and Bridge Precinct 3	47.80
4/8/2024	253803	10098-Reliable Parts Co.	Road and Bridge Precinct 3	221.19
4/8/2024	253803	10098-Reliable Parts Co.	Road and Bridge Precinct 4	6.98
4/8/2024	253803	10098-Reliable Parts Co.	Road and Bridge Precinct 4	1,705.79
4/8/2024	253804	13655-Riley, Michael	12th Judicial District Court	1,600.00
4/8/2024	253804	13655-Riley, Michael	278th Judicial District Court	2,850.00
4/8/2024	253804	13655-Riley, Michael	County Court at Law	1,600.00
4/8/2024	253805	10103-Ringo Tire & Service Center	Constable Precinct 4	40.00
4/8/2024	253805	10103-Ringo Tire & Service Center	Road and Bridge Precinct 1	14.00
4/8/2024	253805	10103-Ringo Tire & Service Center	Road and Bridge Precinct 1	63.00
4/8/2024	253805	10103-Ringo Tire & Service Center	Road and Bridge Precinct 2	7.00

4/8/2024	253806	11542-Ringo, Ryan	Sheriff	175.00
4/8/2024	253807	10356-Sam Houston Memorial Funeral Ho	Centralized Costs	1,376.00
4/8/2024	253808	10172-Scott Merriman, Inc.	County Clerk Records Preservation	5,450.00
4/8/2024	253809	10384-Security Benefit Group	Balance Sheet Accounts	50.00
4/8/2024	253810	10117-Sherwin-Williams	County Facilities	7.67
4/8/2024	253811	13731-Simple Cellular	SPU - State General Allocation	83.99
4/8/2024	253811	13731-Simple Cellular	SPU - State General Allocation	405.00
4/8/2024	253811	13731-Simple Cellular	SPU Juvenile Division	165.00
4/8/2024	253812	12722-Slott Construction Company, Inc.	Road and Bridge Precinct 4	17,501.75
4/8/2024	253813	12171-SLS Litigation Services, LLC	SPU Civil Division	1,949.35
4/8/2024	253813	12171-SLS Litigation Services, LLC	SPU Civil Division	285.00
4/8/2024	253814	13203-Smith, Sean	Sheriff	175.00
4/8/2024	253815	10454-Southern Tire Mart, LLC	Adult Basic Supervision	133.39
4/8/2024	253815	10454-Southern Tire Mart, LLC	Road and Bridge Precinct 1	2,330.00
4/8/2024	253815	10454-Southern Tire Mart, LLC	Road and Bridge Precinct 2	1,460.12
4/8/2024	253816	11544-Stokes, Brandon	Sheriff	175.00
4/8/2024	253817	10125-TAC Unemployment Fund	Balance Sheet Accounts	5,262.90
4/8/2024	253818	13330-Tarrant County Constable, Pct 6	District Clerk	75.00
4/8/2024	253819	10270-Texas Association of Counties HEBF	Balance Sheet Accounts	65,856.54
4/8/2024	253819	10270-Texas Association of Counties HEBF	Balance Sheet Accounts	316,182.41
4/8/2024	253819	10270-Texas Association of Counties HEBF	Centralized Costs	17,852.80
4/8/2024	253819	10270-Texas Association of Counties HEBF	SPU Criminal	977.84
4/8/2024	253819	10270-Texas Association of Counties HEBF	Walker County Central Dispatch Serv	892.64
4/8/2024	253820	13673-Texas Materials Group, Incl	Road and Bridge Precinct 4	1,350.25
4/8/2024	253821	13346-Texas Security Shredding	12th Judicial District Court	28.00
4/8/2024	253821	13346-Texas Security Shredding	County Auditor	40.00
4/8/2024	253821	13346-Texas Security Shredding	County Court at Law	28.00
4/8/2024	253821	13346-Texas Security Shredding	County Jail	40.00
4/8/2024	253821	13346-Texas Security Shredding	District Clerk	80.00
4/8/2024	253821	13346-Texas Security Shredding	SPU - State General Allocation	40.00
4/8/2024	253821	13346-Texas Security Shredding	SPU Civil Division	40.00
4/8/2024	253822	11644-Texas Social Security Program	Centralized Costs	35.00
4/8/2024	253823	12906-Thayer, Olivia	SPU Civil Division	158.00
4/8/2024	253824	11791-The Steamery of Huntsville, Inc.	County Facilities	2,070.00

4/8/2024	253825	14051-Theis, Kelly	Adult Basic Supervision	104.52
4/8/2024	253826	10438-Thorne PhD., PLLC, Stephen A.	SPU Civil Division	4,403.54
4/8/2024	253827	14187-Tire Partners of Texas LLC	Road and Bridge Precinct 4	2,010.80
4/8/2024	253828	10867-Titzman, Kristy K	Texas AgriLife Extension Service	374.43
4/8/2024	253829	10124-Travis County Constable Pct.5	District Clerk	640.00
4/8/2024	253830	10276-Tyler Technologies, Inc.	County Clerk	93.42
4/8/2024	253830	10276-Tyler Technologies, Inc.	District Clerk	406.17
4/8/2024	253831	11888-USA Certified Interpreters, LLC	County Court at Law	517.64
4/8/2024	253832	14052-Valdez Law Firm, PLLC	278th Judicial District Court	1,200.00
4/8/2024	253833	10227-Verizon Wireless	12th Judicial District Court	75.98
4/8/2024	253833	10227-Verizon Wireless	Constable Precinct 1	37.99
4/8/2024	253833	10227-Verizon Wireless	Constable Precinct 2	37.99
4/8/2024	253833	10227-Verizon Wireless	Constable Precinct 3	113.97
4/8/2024	253833	10227-Verizon Wireless	Constable Precinct 4	266.03
4/8/2024	253833	10227-Verizon Wireless	County Auditor	113.97
4/8/2024	253833	10227-Verizon Wireless	County Jail	75.98
4/8/2024	253833	10227-Verizon Wireless	County Judge	75.98
4/8/2024	253833	10227-Verizon Wireless	County Judge - IT Operations	37.99
4/8/2024	253833	10227-Verizon Wireless	District Clerk	37.99
4/8/2024	253833	10227-Verizon Wireless	Emergency Operations	113.97
4/8/2024	253833	10227-Verizon Wireless	Justice of Peace Precinct 2	37.99
4/8/2024	253833	10227-Verizon Wireless	Planning and Development	113.97
4/8/2024	253833	10227-Verizon Wireless	Public Safety Projects	37.99
4/8/2024	253833	10227-Verizon Wireless	Purchasing	148.96
4/8/2024	253833	10227-Verizon Wireless	Road and Bridge Precinct 2	38.03
4/8/2024	253833	10227-Verizon Wireless	Road and Bridge Precinct 4	37.99
4/8/2024	253833	10227-Verizon Wireless	Sheriff	1,709.55
4/8/2024	253833	10227-Verizon Wireless	SPU - State General Allocation	303.92
4/8/2024	253833	10227-Verizon Wireless	SPU Civil Division	206.15
4/8/2024	253833	10227-Verizon Wireless	SPU Juvenile Division	189.95
4/8/2024	253833	10227-Verizon Wireless	Texas AgriLife Extension Service	75.98
4/8/2024	253833	10227-Verizon Wireless	Veterans Services	37.99
4/8/2024	253833	10227-Verizon Wireless	Voter Registration	273.45
4/8/2024	253833	10227-Verizon Wireless	Walker County EMS - Emergency Ser	724.08

4/8/2024	253834	11024-Wage Works	Centralized Costs	332.00
4/8/2024	253835	10090-Walker County Special Utility Distri	Road and Bridge Precinct 2	48.27
4/8/2024	253835	10090-Walker County Special Utility Distri	Texas AgriLife Extension Service	54.01
4/8/2024	253836	13370-Walker County Transmissions/WC	Constable Precinct 4	138.42
4/8/2024	253837	10995-Warren Power Attachments	Road and Bridge Precinct 4	1,066.66
4/8/2024	253838	12371-Wells, Marlene	Sheriff	175.00
4/8/2024	253839	10150-Williford, John W.	12th Judicial District Court	3,870.00
4/8/2024	253839	10150-Williford, John W.	278th Judicial District Court	6,855.00
4/8/2024	253839	10150-Williford, John W.	County Court at Law	700.00
4/8/2024	253840	10850-Woolley, Leslie	District Clerk	231.62
4/8/2024	253841	11872-Zavala, Irma	Courts-Central Costs	545.00
				831,741.95

Walker County

Financial Information

Posted as of April 16, 2024 for the Fiscal Year Ending September 30, 2024

Prepared by:
County Auditor Department

Patricia Allen, County Auditor

Information is presented based on ledger balances and entries posted thru April 16, 2024 for the fiscal year ending September 30, 2024.

There are entries that have not been posted. Invoices are outstanding for the period that have not been received/posted. Encumbrances are not included in the report.



Summary of Revenues, Expenditures and Net Transfers to Date
Transactions Posted As of April 16, 2024
For the Fiscal Year Ending September 30, 2024

Ledger Balances	Fund Balance Fiscal Yr Begin	Revenues To Date	Expenditures To Date	Net Transfers Between Funds	Fund Balance This Date
<u>Operating</u>					
101 - General Fund	\$ 12,347,508.80	\$ 23,675,117.83	\$ 14,514,077.17	\$ (344,741.00)	\$ 21,163,808.46
192 - Debt Service Fund	\$ 344,830.52	\$ 1,327,755.99	\$ 176,583.77	\$ -	\$ 1,496,002.74
220 - Road & Bridge	\$ 4,142,068.70	\$ 5,671,163.20	\$ 3,791,281.25	\$ 300,000.00	\$ 6,321,950.65
301 - Walker County EMS Fund	\$ 3,722,926.70	\$ 3,996,984.94	\$ 2,603,474.59	\$ -	\$ 5,116,437.05
185 - General Fund - Healthy County Initiative Fund	\$ 17,878.86	\$ 1,745.21	\$ 356.91	\$ -	\$ 19,267.16
	20,575,213.58	34,672,767.17	21,085,773.69	(44,741.00)	\$ 34,117,466.06
<u>Projects</u>					
105 - General Projects Fund	\$ 6,022,070.91	\$ 237,666.08	\$ 445,888.35	\$ -	\$ 5,813,848.64
115 - General Capital Projects Fund	\$ 5,754,895.59	\$ 156,041.40	\$ -	\$ -	\$ 5,910,936.99
119 - ARP Funds	\$ 955,406.88	\$ 25,402.43	\$ 205,608.47	\$ -	\$ 775,200.84
<u>Grants/Other Funds</u>					
186 - State Sheriff Grant	\$ -	\$ 500,948.05	\$ -	\$ -	\$ 500,948.05
187 - State CDA Grant	\$ -	\$ 275,481.39	\$ 21,228.84	\$ -	\$ 254,252.55
473 - SO Auto Task Force Grant	\$ -	\$ 46,150.07	\$ 50,165.40	\$ -	\$ (4,015.33)
474 - CDA Victims Assistance Grant	\$ -	\$ 36,070.07	\$ 39,122.46	\$ -	\$ (3,052.39)
481 - Jag Grants	\$ -	\$ -	\$ 4,666.05	\$ -	\$ (4,666.05)
488 - CDBG Grant	\$ -	\$ 121,691.30	\$ 126,922.02	\$ -	\$ (5,230.72)
511 - County Records Management and Preservation	\$ 2,997.22	\$ 1,114.76	\$ -	\$ -	\$ 4,111.98
512 - County Records Preservation II Fund	\$ 67,256.44	\$ 1,959.62	\$ -	\$ -	\$ 69,216.06
515 - County Clerk Records Management and Preser	\$ 353,805.03	\$ 59,377.94	\$ 52,039.38	\$ -	\$ 361,143.59
516 - County Clerk Records Archive Fund	\$ 285,212.09	\$ 49,652.48	\$ -	\$ -	\$ 334,864.57
517 - Court Facilities Fund	\$ 36,536.03	\$ 12,201.58	\$ -	\$ -	\$ 48,737.61
518 - District Clerk Records Preservation	\$ 61,185.23	\$ 14,537.85	\$ -	\$ -	\$ 75,723.08
519 - District Clerk Rider Fund	\$ 47,906.17	\$ 42,978.62	\$ 22,397.11	\$ -	\$ 68,487.68
520 - District Clerk Archive Fund	\$ 6,071.66	\$ 101.83	\$ -	\$ -	\$ 6,173.49
523 - County Jury Fee Fund	\$ 1,068.74	\$ 441.57	\$ -	\$ -	\$ 1,510.31
524 - County Jury Fund	\$ 13,780.44	\$ 5,852.16	\$ 894.00	\$ -	\$ 18,738.60
525 - Court Reporter Services Fund	\$ 22,799.61	\$ 14,669.82	\$ 21,401.25	\$ -	\$ 16,068.18
526 - County Law Library Fund	\$ 59,953.58	\$ 20,531.41	\$ 9,072.30	\$ -	\$ 71,412.69
527 - Language Access Fund	\$ 2,644.78	\$ 4,139.37	\$ -	\$ -	\$ 6,784.15
536 - Courthouse Security Fund	\$ 16,836.36	\$ 20,456.36	\$ 48,910.86	\$ 44,741.00	\$ 33,122.86
537 - Justice Courts Security Fund	\$ 60,539.35	\$ 3,170.70	\$ 320.00	\$ -	\$ 63,390.05
538 - JP Truancy Prevention and Diversion	\$ 49,030.75	\$ 7,235.43	\$ -	\$ -	\$ 56,266.18
539 - County Speciality Court Programs	\$ 18,577.67	\$ 2,681.81	\$ -	\$ -	\$ 21,259.48
550 - Justice Courts Technology Fund	\$ 85,810.24	\$ 8,345.92	\$ 10,838.67	\$ -	\$ 83,317.49
551 - County and District Courts Technology Fund	\$ 2,387.69	\$ 545.33	\$ -	\$ -	\$ 2,933.02
552 - Child Abuse Prevention Fund	\$ 2,372.79	\$ 228.88	\$ -	\$ -	\$ 2,601.67
560 - District Attorney Prosecutors Supplement Fund	\$ -	\$ 12,786.48	\$ 13,825.92	\$ -	\$ (1,039.44)
561 - Pretrial Intervention Program Fund	\$ 144,261.40	\$ 9,233.10	\$ 848.65	\$ -	\$ 152,645.85
562 - District Attorney Forfeiture Fund	\$ 215,850.16	\$ 10,007.45	\$ 1,977.44	\$ -	\$ 223,880.17
563 - District Attorney Hot Check Fee Fund	\$ 42.00	\$ 471.00	\$ 77.38	\$ -	\$ 435.62
574 - Sheriff Forfeiture Fund	\$ 531,481.45	\$ 51,350.38	\$ 600.00	\$ -	\$ 582,231.83
576 - Sheriff Inmate Medical Fund	\$ 63,047.41	\$ 2,809.67	\$ -	\$ -	\$ 65,857.08
577 - DOJ-Equitable Sharing Fund	\$ 467,578.21	\$ 13,210.41	\$ -	\$ -	\$ 480,788.62
578 - Sheriff Commissary Fund	\$ 428,371.65	\$ 71,152.96	\$ 19,204.60	\$ -	\$ 480,320.01
583 - Elections Equipment Fund	\$ 32,024.59	\$ 48,746.84	\$ 6,092.50	\$ -	\$ 74,678.93
584 - Tax Assessor Elections Service Contract Fund	\$ 68,067.48	\$ 6,290.13	\$ 5,325.14	\$ -	\$ 69,032.47
589 - Tax Assessor Special Inventory Fee Fund	\$ 97.40	\$ 0.47	\$ -	\$ -	\$ 97.87
601 - SPU Civil/Criminal/Juvenile Grant/Allocations	\$ -	\$ 2,596,796.55	\$ 3,248,988.39	\$ -	\$ (652,191.84)
640 - Juvenile Grant Fund (Title IV E)	\$ 87,155.32	\$ 2,333.54	\$ 252.00	\$ -	\$ 89,236.86
641 - Juvenile Grant State Aid Fund	\$ -	\$ 317,535.04	\$ 237,392.64	\$ -	\$ 80,142.40
645 - Juvenile HGAC Services Grant	\$ -	\$ 2,265.00	\$ 2,265.00	\$ -	\$ -
615 - Adult Probation-Basic Services Fund	\$ 377,678.03	\$ 637,194.24	\$ 726,825.97	\$ (7,921.57)	\$ 280,124.73
616 - Adult Probation-Court Services Fund	\$ -	\$ 129,920.05	\$ 107,803.85	\$ 6,554.13	\$ 28,670.33
617 - Adult Probation-Substance Abuse Services Fun	\$ -	\$ 77,252.67	\$ 60,464.81	\$ 258.69	\$ 17,046.55
618 - Adult Probation-Pretrial Diversion	\$ -	\$ 23,763.04	\$ 23,321.03	\$ 1,108.75	\$ 1,550.76
701 - Retiree Health Insurance Fund	\$ 2,113,684.49	\$ 58,561.25	\$ -	\$ -	\$ 2,172,245.74
802 - Walker County Public Safety Communications Center	\$ 1,227,576.78	\$ 947,081.46	\$ 743,065.46	\$ -	\$ 1,431,592.78
	6,953,688.24	6,269,326.05	5,606,309.12	44,741.00	7,661,446.17
	\$ 40,261,275.20	\$ 41,361,203.13	\$ 27,343,579.63	\$ -	\$ 54,278,898.70



Cash and Investments Report
Transactions Posted as of April 16, 2024
For the Fiscal Year Ending September 30, 2024

	Other Bank					
	Cash	Accounts	Texpool	MBIA	Wells Fargo	Total
Operating						
101 - General Fund	\$ 1,150,607.69	\$ 132,715.92	\$ 12,925,378.39	\$ 1,391,735.86	\$ 6,335,993.34	\$ 21,936,431.20
192 - Debt Service Fund	22,861.81	-	1,465,168.12	-	-	\$ 1,488,029.93
220 - Road & Bridge	76,279.18	-	6,301,716.40	-	-	\$ 6,377,995.58
301 - Walker County EMS Fund	221,219.11	104,051.21	3,850,374.86	65,884.30	172,987.70	\$ 4,414,517.18
180 - Public Safety Seized Money Fund	-	-	49,751.69	-	-	\$ 49,751.69
185 - General Fund - Healthy County Initiative Fund	940.11	-	18,327.05	-	-	\$ 19,267.16
	1,471,907.90	236,767.13	24,610,716.51	1,457,620.16	6,508,981.04	34,285,992.74
Projects						
105 - General Projects Fund	81,917.64	-	4,509,799.92	875,328.59	349,042.45	5,816,088.60
115 - General Capital Projects Fund	-	-	5,910,936.99	-	-	5,910,936.99
119- ARP Funds	-	775,200.84	-	-	-	\$ 775,200.84
Grants/Other Funds						
186 - State Sheriff Grant	-	-	500,948.05	-	-	500,948.05
187 - State CDA Grant	-	-	254,252.55	-	-	254,252.55
473- SO Auto Task Force Grant	(22,999.81)	-	-	-	-	(22,999.81)
474 - CDA Victims Grant	(20,893.91)	-	-	-	-	(20,893.91)
481 - Jag Grants	(4,666.05)	-	-	-	-	(4,666.05)
511 - County Records Management and Preservation	4,111.98	-	-	-	-	4,111.98
512 - County Records Preservation II Fund	2,772.52	-	66,443.54	-	-	69,216.06
515 - County Clerk Records Management and Presen	4,205.03	-	284,782.68	72,155.88	-	361,143.59
516 - County Clerk Records Archive Fund	28,782.92	-	306,081.65	-	-	334,864.57
517 - Court Facilities Fund	17,879.10	-	30,858.51	-	-	48,737.61
518 - District Clerk Records Preservation	29,150.53	-	46,572.55	-	-	75,723.08
519 - District Clerk Rider Fund	6,551.75	-	61,935.93	-	-	68,487.68
520 - District Clerk Archive Fund	6,173.49	-	-	-	-	6,173.49
523 - County Jury Fee Fund	1,510.31	-	-	-	-	1,510.31
524 - County Jury Fund	13,595.52	-	5,143.08	-	-	18,738.60
525 - Court Reporter Services Fund	5,782.02	-	10,286.16	-	-	16,068.18
526 - County Law Library Fund	21,005.07	-	50,582.77	-	-	71,587.84
527 - Language Access Fund	6,784.15	-	-	-	-	6,784.15
536 - Courthouse Security Fund	33,122.86	-	-	-	-	33,122.86
537 - Justice Courts Security Fund	13,987.05	-	49,403.00	-	-	63,390.05
538 - JP Truancy Prevention and Diversion	51,994.66	-	4,271.52	-	-	56,266.18
539 - County Specialty Court Revenues Fund	10,397.38	-	10,862.10	-	-	21,259.48
540 - Fire Suppression-US Forest Service Fund	0.00	-	17,354.47	-	-	17,354.47
550 - Justice Courts Technology Fund	2,516.68	-	80,800.81	-	-	83,317.49
551 - County and District Courts Technology Fund	2,043.18	-	889.84	-	-	2,933.02
552- Child AbusePrevention Fund	2,601.67	-	-	-	-	2,601.67
560 - District Attorney Prosecutors Supplement Func	1,171.80	-	-	-	-	1,171.80
561 - Pretrial Intervention Program Fund	453.61	-	152,192.24	-	-	152,645.85
562 - District Attorney Forfeiture Fund	317.58	-	223,562.59	-	-	223,880.17
563 - District Attorney Hot Check Fee Fund	435.62	-	-	-	-	435.62
574 - Sheriff Forfeiture Fund	8,090.42	928.89	578,188.78	-	-	587,208.09
576 - Sheriff Inmate Medical Fund	16,805.56	-	49,051.52	-	-	65,857.08
577 - DOJ-Equitable Sharing Fund	507.39	-	454,211.98	26,069.25	-	480,788.62
578 - Sheriff Commissary Fund	144,163.64	-	330,157.37	-	-	474,321.01
583 - Elections Equipment Fund	74,678.93	-	-	-	-	74,678.93
584 - Tax Assessor Elections Service Contract Fund	9,804.73	-	59,561.88	-	-	69,366.61
589 - Tax Assessor Special Inventory Fee Fund	80.16	-	17.71	-	-	97.87
601 - SPU Civil/Criminal/Juvenile Grant/Allocations	(650,419.53)	-	-	-	-	(650,419.53)
640 - Juvenile Grant Fund (Title IV E)	840.68	-	88,396.18	-	-	89,236.86
641 - Juvenile Grant State Aid Fund	80,142.40	-	-	-	-	80,142.40
645 - Juvenile Services - HGAC Grant	(2,265.00)	-	-	-	-	(2,265.00)
701 - Retiree Health Insurance Fund	0.00	-	861,022.31	1,311,223.43	-	2,172,245.74
County Treasurer Agency Funds						
615 - Adult Probation-Basic Services Fund	62,920.83	30.00	91,535.39	125,776.51	-	280,262.73
616 - Adult Probation-Court Services Fund	28,670.33	-	-	-	-	28,670.33
617 - Adult Probation-Substance Abuse Services Fun	18,879.88	-	-	-	-	18,879.88
618 -Pretrial Diversion	1,550.76	-	-	-	-	1,550.76
802 - Walker County Public Safety Communications	122,876.83	-	1,308,851.30	-	-	1,431,728.13
810 - Agency Fund - LEOSE Training Funds	74,123.56	-	-	-	-	74,123.56
	210,238.28	958.89	5,978,218.46	1,535,225.07	0.00	7,724,640.70
	\$ 1,764,063.82	\$ 1,012,926.86	\$ 41,009,671.88	\$ 3,868,173.82	\$ 6,858,023.49	\$ 54,512,859.87



Cash and Investments Report
As of April 16, 2024
 Transactions Posted as of April 16, 2024

	Cash	ICT	Certificates of Deposit	Total
Agency Funds Maintained by the Department (Balance as of Last Date Reported by the Department)				
850 Agency Fund - County Clerk	\$ 864,772.17	\$ 280,030.21	\$ -	\$ 1,144,802.38
851 Agency Fund - District Clerk	\$ 898,707.97	\$ -	\$ 590,202.97	\$ 1,488,910.94
852 Agency Fund - Criminal District Attorney	\$ 1,768.34	\$ -	\$ -	\$ 1,768.34
853 Agency Fund - Tax Assessor	\$ 2,525,351.43	\$ -	\$ -	\$ 2,525,351.43
854 Agency Fund - Sheriff	\$ 78,316.49	\$ -	\$ -	\$ 78,316.49
855 Agency Fund - Juvenile	\$ 1,014.60	\$ -	\$ -	\$ 1,014.60
856 Agency Fund - County Treasurer Jury	\$ 617.26	\$ -	\$ -	\$ 617.26
857 Agency Fund - Justice of Peace Precinct 4	\$ 5,059.25	\$ -	\$ -	\$ 5,059.25
858 Agency Fund - Adult Probation	\$ 2,899.97	\$ -	\$ -	\$ 2,899.97
	<u>\$ 4,378,507.48</u>	<u>\$ 280,030.21</u>	<u>\$ 590,202.97</u>	<u>\$ 5,248,740.66</u>



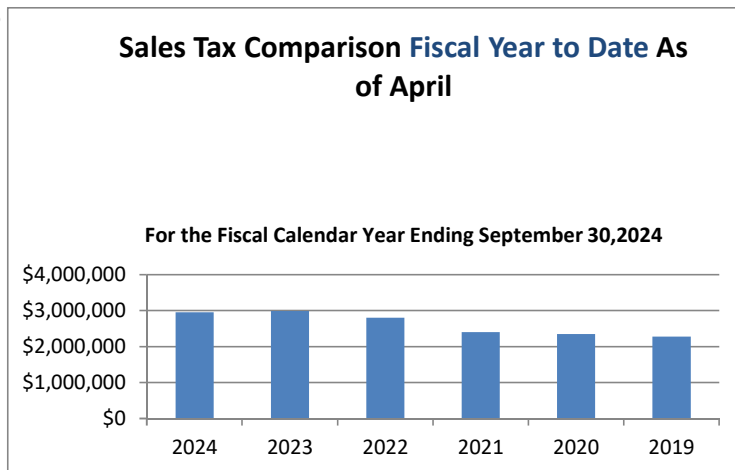
Sales Tax Revenue Comparison by Fiscal Year

		Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020	Fiscal Year 2019
October	0.83%	\$ 430,494.33	\$ 426,935.35	\$ 378,481.65	\$ 341,282.66	\$ 309,760.99	\$ 339,514.51
November	-1.90%	\$ 468,234.02	\$ 477,305.48	\$ 470,400.36	\$ 404,860.53	\$ 432,570.77	\$ 365,595.48
December	-2.65%	\$ 392,041.05	\$ 402,702.70	\$ 368,467.73	\$ 311,632.44	\$ 282,270.19	\$ 323,873.04
January	3.39%	\$ 409,880.44	\$ 396,438.25	\$ 386,864.04	\$ 345,810.13	\$ 297,832.83	\$ 263,748.83
February	-3.07%	\$ 490,724.88	\$ 506,247.91	\$ 488,772.53	\$ 402,950.76	\$ 410,854.29	\$ 377,316.70
March	-1.74%	\$ 398,234.30	\$ 405,269.07	\$ 391,919.74	\$ 328,566.37	\$ 353,527.33	\$ 311,788.03
April	-4.15%	\$ 365,474.29	\$ 381,310.61	\$ 317,716.26	\$ 270,692.68	\$ 263,551.31	\$ 296,140.87
May		\$ -	\$ 488,946.95	\$ 458,660.51	\$ 447,063.15	\$ 357,514.78	\$ 355,687.53
June		\$ -	\$ 396,747.98	\$ 429,635.63	\$ 393,372.95	\$ 307,406.08	\$ 302,439.53
July		\$ -	\$ 386,095.96	\$ 401,984.02	\$ 349,935.05	\$ 322,571.05	\$ 285,622.64
August		\$ -	\$ 443,842.79	\$ 480,257.68	\$ 434,731.20	\$ 393,734.55	\$ 339,087.66
September		\$ -	\$ 398,269.21	\$ 398,673.98	\$ 369,724.46	\$ 328,146.29	\$ 330,366.78
		\$ 2,955,083.31	\$ 5,110,112.26	\$ 4,971,834.13	\$ 4,400,622.38	\$ 4,059,740.46	\$ 3,891,181.60

This time last year	\$ 2,996,209.37
% Change	-1.37%

Sales Tax Rate for Walker County is	0.5%
State Sales Tax Rate is	6.25%
<u>Municipalities Within Walker County</u>	
City of Huntsville Sales Tax Rate	1.5%
City of New Waverly Sales Tax Rate	1.5%
City of Riverside Sales Tax Rate	1.5%

Fiscal Year to Date	\$ 2,955,083.31	\$ 2,996,209.37	\$ 2,802,622.31	\$ 2,405,795.57	\$ 2,350,367.71	\$ 2,277,977.46
Budgeted this Fiscal Year	\$ 5,250,000.00	58.63%	56.37%	54.67%	57.89%	58.54%
Pct Received This FY	56.3%					





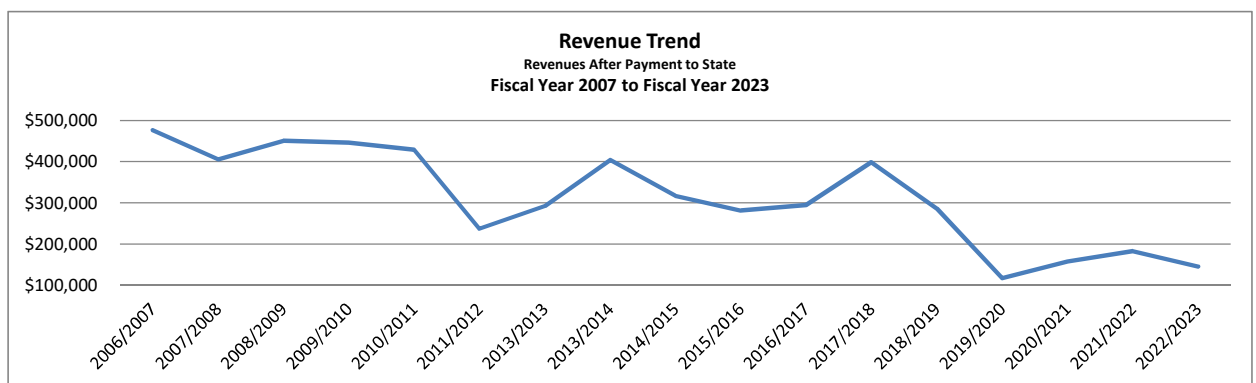
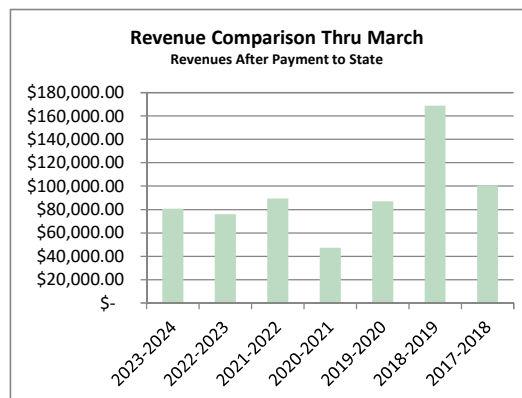
Weigh Station Revenue Comparison by Fiscal Year

Comparison Numbers Based on Revenues Retained by Walker County after submission of fines paid to State

	Total 2023-2024	Pd to State	Fiscal Year 2023-2024	Fiscal Year 2022-2023	Fiscal Year 2021-2022	Fiscal Year 2020-2021	Fiscal Year 2019-2020	Fiscal Year 2018-2019	Fiscal Year 2017-2018
October	\$ 13,558.00	\$ (1,724.50)	\$ 11,833.50	\$ 14,148.00	\$ 18,286.80	\$ 2,840.80	\$ 23,601.60	\$ 45,179.10	\$ 16,978.20
November	\$ 15,969.00	\$ (192.00)	\$ 15,777.00	\$ 10,261.00	\$ 12,515.00	\$ 2,354.00	\$ 9,759.50	\$ 17,677.95	\$ 16,603.70
December	\$ 15,011.00	\$ (1,762.00)	\$ 13,249.00	\$ 14,158.00	\$ 13,435.50	\$ 2,491.50	\$ 15,248.10	\$ 26,932.10	\$ 12,130.30
January	\$ 19,405.90	\$ (2,487.00)	\$ 16,918.90	\$ 11,120.00	\$ 14,960.00	\$ 10,436.50	\$ 14,941.35	\$ 23,035.20	\$ 17,600.90
February	\$ 13,207.00	\$ (105.00)	\$ 13,102.00	\$ 13,788.50	\$ 15,521.50	\$ 10,863.50	\$ 11,991.00	\$ 26,752.90	\$ 8,475.90
March	\$ 10,598.00	\$ (835.00)	\$ 9,763.00	\$ 12,517.00	\$ 14,826.00	\$ 18,304.90	\$ 11,431.00	\$ 29,424.12	\$ 28,972.05
April	\$ -	\$ -	\$ -	\$ 5,693.50	\$ 16,970.00	\$ 18,441.15	\$ 6,728.00	\$ 30,934.90	\$ 45,791.50
May	\$ -	\$ -	\$ -	\$ 9,258.00	\$ 14,331.00	\$ 17,318.50	\$ 6,131.70	\$ 18,350.50	\$ 54,074.80
June	\$ -	\$ -	\$ -	\$ 13,738.00	\$ 15,151.50	\$ 22,397.00	\$ 6,101.35	\$ 18,272.90	\$ 42,187.90
July	\$ -	\$ -	\$ -	\$ 10,420.50	\$ 15,425.65	\$ 22,694.00	\$ 3,857.00	\$ 18,109.90	\$ 56,237.20
August	\$ -	\$ -	\$ -	\$ 14,957.50	\$ 17,733.75	\$ 17,414.00	\$ 4,634.00	\$ 13,131.10	\$ 58,404.20
September	\$ -	\$ -	\$ -	\$ 15,360.50	\$ 13,837.50	\$ 12,157.00	\$ 2,610.90	\$ 18,541.95	\$ 41,298.80
	\$ 87,748.90	\$ (7,105.50)	\$ 80,643.40	\$ 145,420.50	\$ 182,994.20	\$ 157,712.85	\$ 117,035.50	\$ 286,342.62	\$ 398,755.45

Allocated to Weigh Station Improv.	\$ -	This time last year	\$75,992.50
Allocated to Road and Bridge	\$ 80,643.40	% Change	6.10%

Fiscal Year to Date \$ 87,748.90 \$ (7,105.50) \$ 80,643.40 \$ 75,992.50 \$ 89,544.80 \$ 47,291.20 \$ 86,972.55 \$ 169,001.37 \$ 100,761.05



Budget for FY 20223/2024

	From Tax rate	County Road and Bridge Operations	Weigh Station Support / Personnel
Justice of Peace Pct 4	\$ 63,019.00	\$ -	\$ -
Weigh Station Utilities/Services	\$ 35,187.00	\$ -	\$ 34,284.00
Weigh Station Personnel	\$ -	\$ -	\$ 25,416.00
Road and Bridge Operations	\$ -	\$ 150,000.00	\$ -
	\$ 98,206.00	\$ 150,000.00	\$ 59,700.00



*Walker County
Summary of Debt*

Certificates of Obligation Issue Dated June 1, 2012

Capital Projects

	Issued -Amount	Outstanding Amount	Current Debt Service FY 2023-2024		Total
			Principal	Interest	
Series 2012 - \$20,000,000 due in installments of \$685,000 to \$1,335,000 to mature 06/01/2032 at interest rate of 2.0% to 3.7% - callable August 1, 2032	\$20,000,000	\$10,480,000	\$1,020,000	\$353,168	\$1,373,168
Total Debt Service Capital Projects	\$20,000,000	\$10,480,000	\$1,020,000	\$353,168	\$1,373,168



Summary of Revenues, Expenditures and Changes in Fund Balance
Annual Report For the Period January 1, 2023 thru December 31,2023
Transactions Posted as of April 9, 2024

Fund	Fund Balance						Fund Balance	
	January 1, 2023	Revenues	Expenditures	Transfers In	Transfers Out		December 31,2023	
101 - General Fund	\$ 13,016,700.55	\$ 30,331,406.47	\$ 26,926,078.35	\$ -	\$ 3,584,758.00		\$ 12,837,270.67	
105 - General Projects Fund	\$ 6,058,120.01	\$ 700,168.19	\$ 1,891,937.52	\$ 1,027,088.00	\$ 79,851.00		\$ 5,813,587.68	
115 - General Capital Projects Fund	\$ 5,548,760.18	\$ 284,335.57		\$ -	\$ -		\$ 5,833,095.75	
119 - ARP Relief/Recovery Fund	\$ 3,491,948.98	\$ 71,759.36	\$ 2,594,795.92	\$ -	\$ -		\$ 968,912.42	
185 - Healthy County Initiative Fund	\$ 20,463.63	\$ 1,007.73	\$ 3,348.64	\$ -	\$ -		\$ 18,122.72	
192 - Debt Service Fund	\$ 656,223.26	\$ 1,414,259.13	\$ 1,372,867.54	\$ -	\$ -		\$ 697,614.85	
220 - Road and Bridge Fund	\$ 4,314,643.46	\$ 6,680,325.60	\$ 7,599,927.89	\$ 829,851.00	\$ -		\$ 4,224,892.17	
301 - Walker County EMS Fund	\$ 2,756,751.63	\$ 4,377,348.71	\$ 4,965,466.95	\$ 1,762,929.00	\$ -		\$ 3,931,562.39	
473 - AutoTheft Task Force	\$ (3,731.03)	\$ 102,331.07	\$ 98,600.04	\$ -	\$ -		\$ 0.00	
474 - District Attorney Victim Assistance Coor	\$ -	\$ 69,267.27	\$ 69,267.27	\$ -	\$ -		\$ -	
481 - Grant Jag	\$ (3,226.50)	\$ 6,453.00	\$ 3,226.50	\$ -	\$ -		\$ -	
483 - Grants-HAVA Fund	\$ 14,954.24	\$ (14,954.24)	\$ -	\$ -	\$ -		\$ -	
488 - CDBG Grants	\$ (316,143.33)	\$ 1,156,048.31	\$ 839,904.98	\$ -	\$ -		\$ -	
511 - County Records Management and Preservati	\$ 1,064.38	\$ 2,446.38	\$ -	\$ -	\$ -		\$ 3,510.76	
512 - County Records Preservation II Fund	\$ 64,434.96	\$ 3,757.39	\$ -	\$ -	\$ -		\$ 68,192.35	
515 - County Clerk Records Management and Pres	\$ 310,301.32	\$ 119,119.12	\$ 67,285.94	\$ -	\$ -		\$ 362,134.50	
516 - County Clerk Records Archive Fund	\$ 209,941.56	\$ 98,772.96	\$ -	\$ -	\$ -		\$ 308,714.52	
517 - Court Facilities Fund-SB 41	\$ 19,769.20	\$ 22,841.83	\$ -	\$ -	\$ -		\$ 42,611.03	
518 - District Clerk Records Management and Pr	\$ 40,693.56	\$ 28,034.06	\$ -	\$ -	\$ -		\$ 68,727.62	
519 - District Clerk Rider Fund	\$ 36,469.61	\$ 38,605.94	\$ 6,302.38	\$ -	\$ -		\$ 68,773.17	
520 - District Clerk Archive Fund	\$ 5,830.99	\$ 268.77	\$ -	\$ -	\$ -		\$ 6,099.76	
523 - County Jury Fee Fund	\$ 273.96	\$ 1,001.71	\$ -	\$ -	\$ -		\$ 1,275.67	
524 - County Jury Fund-SB41	\$ 9,224.60	\$ 11,267.82	\$ 3,810.00	\$ -	\$ -		\$ 16,682.42	
525 - Court Reporter Service Fund	\$ 23,474.72	\$ 28,470.67	\$ 25,936.24	\$ -	\$ -		\$ 26,009.15	
526 - County Law Library Fund	\$ 44,428.85	\$ 39,581.61	\$ 17,963.37	\$ -	\$ -		\$ 66,047.09	
527 - Language Access Fund-SB41	\$ 6,592.39	\$ 7,531.62	\$ 21,958.80	\$ -	\$ -		\$ (7,834.79)	
536 - Courthouse Security Fund	\$ 1,579.49	\$ 45,624.11	\$ 86,194.41	\$ 44,741.00	\$ -		\$ 5,750.19	
537 - Justice Courts Building Security Fund	\$ 56,074.73	\$ 6,003.01	\$ -	\$ -	\$ -		\$ 62,077.74	
538 - JP TruancyPrev and Diversion Fund	\$ 38,598.85	\$ 13,886.08	\$ -	\$ -	\$ -		\$ 52,484.93	
539 - County Speciality Court Programs	\$ 13,867.35	\$ 6,052.01	\$ -	\$ -	\$ -		\$ 19,919.36	
550 - Justice Courts Technology Fund	\$ 87,312.80	\$ 15,980.77	\$ 15,158.33	\$ -	\$ -		\$ 88,135.24	
551 - County and District Courts Technology Fund	\$ 1,426.97	\$ 1,235.68	\$ -	\$ -	\$ -		\$ 2,662.65	
552 - Child Abuse Prevention Fund	\$ 2,015.05	\$ 482.83	\$ -	\$ -	\$ -		\$ 2,497.88	
560 - District Attorney Prosecutors Supplement	\$ 393.81	\$ 25,383.05	\$ 25,776.86	\$ -	\$ -		\$ -	
561 - Pretrial Intervention Program Fund	\$ 127,866.57	\$ 24,274.62	\$ 3,133.90	\$ -	\$ -		\$ 149,007.29	
562 - District Attorney Forfeiture Fund	\$ 215,206.92	\$ 13,530.05	\$ 6,583.79	\$ -	\$ -		\$ 222,153.18	
563 - District Attorney Hot Check Fee Fund	\$ 1,751.42	\$ 563.76	\$ 2,309.90	\$ -	\$ -		\$ 5.28	
574 - Sheriff Forfeiture Fund	\$ 534,229.77	\$ 51,633.37	\$ 40,810.50	\$ -	\$ -		\$ 545,052.64	
576 - Sheriff Inmate Medical Fund	\$ 58,041.19	\$ 6,418.95	\$ -	\$ -	\$ -		\$ 64,460.14	
577 - DOJ Equitable Sharing Fund	\$ 451,515.77	\$ 22,430.12	\$ -	\$ -	\$ -		\$ 473,945.89	
578 - Sheriff Commissary Fund	\$ 354,816.94	\$ 143,974.82	\$ 46,667.94	\$ -	\$ -		\$ 452,123.82	
583 - Elections Equipment Fund	\$ 22,211.84	\$ 61,450.25	\$ 57,730.00	\$ -	\$ -		\$ 25,932.09	
584 - Tax Assessor Elections Service Contract	\$ 57,662.66	\$ 11,742.81	\$ 3,082.10	\$ -	\$ -		\$ 66,323.37	
589 - Tax Assessor Special Inventory Fee Fund	\$ 96.77	\$ 0.87	\$ -	\$ -	\$ -		\$ 97.64	
601 - Special Prosecution/Civil/Juvenile Fund	\$ -	\$ 5,727,541.70	\$ 5,727,541.70	\$ -	\$ -		\$ -	
615 - Adult Probation-Basic Services Fund	\$ 380,799.59	\$ 1,374,961.39	\$ 1,364,027.80	\$ -	\$ 11,395.79		\$ 380,337.39	
616 - Adult Probation - Court Services Fund	\$ 31,354.09	\$ 160,356.31	\$ 202,322.16	\$ 10,611.76	\$ -		\$ (0.00)	
617 - Adult Probation-Substance Abuse Services	\$ 36,475.93	\$ 92,059.76	\$ 128,794.38	\$ 258.69	\$ -		\$ (0.00)	
618 - Adult Probation-Pretrial Diversion	\$ 6,368.70	\$ 31,879.08	\$ 38,773.12	\$ 525.34	\$ -		\$ 0.00	
640 - Juvenile Grant Fund Title IVE	\$ 84,568.62	\$ 4,252.15	\$ 622.00	\$ -	\$ -		\$ 88,198.77	
641 - Juvenile Grant-State Aid Fund	\$ 21,783.92	\$ 392,744.95	\$ 414,528.87	\$ -	\$ -		\$ -	
643 - Juvenile Grant-Commitment Reduction Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
644 - Juvenile Grant-Medical Services Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
645 - Juvenile HGAC Services Grant	\$ -	\$ 9,915.00	\$ 9,915.00	\$ -	\$ -		\$ -	
646 - Juvenile Grant-PrePost Adjudication	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
647 - Juvenile Grant-Community Programs	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
701 - Retiree Health Insurance Fund	\$ 2,035,791.38	\$ 107,319.82	\$ -	\$ -	\$ -		\$ 2,143,111.20	
802 - Walker County Public Safety Communicatio	\$ 1,060,334.66	\$ 1,569,776.97	\$ 1,334,355.75	\$ -	\$ -		\$ 1,295,755.88	
	\$ 42,010,110.97	\$ 55,502,930.34	\$ 56,017,006.84	\$ (3,676,004.79)	\$ 3,676,004.79		\$ 41,496,034.47	

This presents a snapshot of posted general ledger transactions for this time period as of the date of this report.(April 9,2024)



Debt Information

List of County Indebtedness

Series 2012 Certificates of Obligation
Reason for Debt

Paying Agent	Issue Date	Final Due Date	Issue Amount	Balance Due
U.S. Bank	6/1/2012	6/1/2032	\$ 20,000,000	\$ 10,480,000

Design, Construction, and equipment or new Jail
Construction and Renovation of County Buildings
Professional Services in Connection with Project and Cost of Issue



Walker County
Annual Report For the Period January 1, 2023 thru December 31, 2023
Cash and Investments as of December 31, 2023

Fund	Cash Disbursement	Cash Other	Texpool	MBIA	Wells Fargo	Total
101 - General Fund	\$ 5,429,165.97	\$ 126,995.81	\$ 1,656,031.42	\$ 1,372,847.48	\$ 6,259,216.36	\$ 14,844,257.04
105 - General Projects Fund	\$ (3,081.24)	\$ -	\$ 4,779,441.62	\$ 863,448.80	\$ 344,812.90	\$ 5,984,622.08
115 - GeneralCapital Projects Fund	\$ -	\$ -	\$ 5,833,095.75	\$ -	\$ -	\$ 5,833,095.75
119 - ARP Relief/Recovery Fund	\$ -	\$ 968,912.42	\$ -	\$ -	\$ -	\$ 968,912.42
180 - Public Safety Seized Money Fund	\$ 1,989.00	\$ -	\$ 96,669.52	\$ -	\$ -	\$ 98,658.52
185 - Healthy County Initiative Fund	\$ 37.02	\$ -	\$ 18,085.70	\$ -	\$ -	\$ 18,122.72
192 - Debt Service Fund	\$ 213,425.22	\$ -	\$ 476,216.82	\$ -	\$ -	\$ 689,642.04
220 - Road and Bridge Fund	\$ 934,625.03	\$ -	\$ 3,447,260.43	\$ -	\$ -	\$ 4,381,885.46
301 - Walker County EMS Fund	\$ 516,124.06	\$ 23,879.31	\$ 2,512,920.04	\$ 64,990.14	\$ 170,891.50	\$ 3,288,805.05
473 - AutoTheft Task Force	\$ (19,400.65)	\$ -	\$ -	\$ -	\$ -	\$ (19,400.65)
474 - District Attorney Victim Assistance Coord	\$ (18,228.55)	\$ -	\$ -	\$ -	\$ -	\$ (18,228.55)
481 - Grant-Jag	\$ -				\$ -	\$ -
483 - Grants-HAVA Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
488-CDBG Grants	\$ (331,739.71)				\$ -	\$ (331,739.71)
511 - County Records Management and Preservation	\$ 3,510.76	\$ -	\$ -	\$ -	\$ -	\$ 3,510.76
512 - County Records Preservation II Fund	\$ 2,623.81	\$ -	\$ 65,568.54	\$ -	\$ -	\$ 68,192.35
515 - County Clerk Records Management and Preservation	\$ 27,851.96	\$ -	\$ 266,227.75	\$ 71,176.59	\$ -	\$ 365,256.30
516 - County Clerk Records Archive Fund	\$ 36,272.92	\$ -	\$ 272,441.60	\$ -	\$ -	\$ 308,714.52
517 - Court Facilities Fund-SB41	\$ 12,151.80		\$ 30,459.23		\$ -	\$ 42,611.03
518 - District Clerk Records Management and Preservation	\$ 22,768.38	\$ -	\$ 45,959.24	\$ -	\$ -	\$ 68,727.62
519 - District Clerk Rider Fund	\$ 32,327.26	\$ -	\$ 36,445.91	\$ -	\$ -	\$ 68,773.17
520 - District Clerk Archive Fund	\$ 6,099.76	\$ -	\$ -	\$ -	\$ -	\$ 6,099.76
523 - County Jury Fee Fund	\$ 1,275.67	\$ -	\$ -	\$ -	\$ -	\$ 1,275.67
524 - County Jury Fund-SB41	\$ 11,605.88		\$ 5,076.54		\$ -	\$ 16,682.42
525 - Court Reporter Service Fund	\$ 18,086.08	\$ -	\$ 10,153.07	\$ -	\$ -	\$ 28,239.15
526 - County Law Library Fund	\$ 45,739.71	\$ -	\$ 20,307.38	\$ -	\$ -	\$ 66,047.09
527 - Language Access Fund-SB41	\$ (7,834.79)				\$ -	\$ (7,834.79)
536 - Courthouse Security Fund	\$ 5,750.19	\$ -	\$ -	\$ -	\$ -	\$ 5,750.19
537 - Justice Courts Building Security Fund	\$ 13,325.32	\$ -	\$ 48,752.42	\$ -	\$ -	\$ 62,077.74
538 - JP Truancy Prevention and Diversion Fund	\$ 48,269.67	\$ -	\$ 4,215.26	\$ -	\$ -	\$ 52,484.93
539 - County Speciality Court Programs	\$ 19,070.06	\$ -	\$ 849.30	\$ -	\$ -	\$ 19,919.36
540 - Fire Suppression-US Forest Service Fund	\$ -	\$ -	\$ 17,354.47	\$ -	\$ -	\$ 17,354.47
550 - Justice Courts Technology Fund	\$ 8,398.50	\$ -	\$ 79,736.74	\$ -	\$ -	\$ 88,135.24
551 - County and District Courts Technology Fund	\$ 1,784.53	\$ -	\$ 878.12	\$ -	\$ -	\$ 2,662.65
552 - Child Abuse Prevention Fund	\$ 2,497.88	\$ -	\$ -	\$ -	\$ -	\$ 2,497.88
560 - District Attorney Prosecutors Supplement	\$ (2,778.05)	\$ -	\$ -	\$ -	\$ -	\$ (2,778.05)
561 - Pretrial Intervention Program Fund	\$ 12,636.93	\$ -	\$ 136,370.36	\$ -	\$ -	\$ 149,007.29
562 - District Attorney Forfeiture Fund	\$ 15,352.34	\$ -	\$ 206,800.84	\$ -	\$ -	\$ 222,153.18
563 - District Attorney Hot Check Fee Fund	\$ 80.28	\$ -	\$ -	\$ -	\$ -	\$ 80.28
574 - Sheriff Forfeiture Fund	\$ 18,014.99	\$ 918.31	\$ 531,095.60	\$ -	\$ -	\$ 550,028.90
576 - Sheriff Inmate Medical Fund	\$ 16,054.58	\$ -	\$ 48,405.56	\$ -	\$ -	\$ 64,460.14
577 - DOJ Equitable Sharing Fund	\$ -	\$ -	\$ 448,230.45	\$ 25,715.44	\$ -	\$ 473,945.89
578 - Sheriff Commissary Fund	\$ 219,399.84		\$ 226,881.85		\$ -	\$ 446,281.69
583 - Elections Equipment Fund	\$ 25,932.09	\$ -	\$ -	\$ -	\$ -	\$ 25,932.09
584 - Tax Assessor Elections Service Contract	\$ 7,545.86	\$ -	\$ 58,777.51	\$ -	\$ -	\$ 66,323.37
589 - Tax Assessor Special Inventory Fee Fund	\$ 80.16	\$ -	\$ 17.48	\$ -	\$ -	\$ 97.64
601 - Special Prosecution/Civil/Juvenile Fund	\$ (643,641.96)	\$ -	\$ -	\$ -	\$ -	\$ (643,641.96)
615 - Adult Probation-Basic Services Fund	\$ 166,539.91	\$ 30.00	\$ 90,329.96	\$ 124,069.50	\$ -	\$ 380,969.37
616 - Adult Probation - Court Services Fund	\$ 30,500.69	\$ -	\$ -	\$ -	\$ -	\$ 30,500.69
617 - Adult Probation-Substance Abuse Services	\$ 22,230.69	\$ -	\$ -	\$ -	\$ -	\$ 22,230.69
618 - Adult Probation-Pretrial Diversion	\$ 5,849.03	\$ -	\$ -	\$ -	\$ -	\$ 5,849.03
640 - Juvenile Grant Fund Title IVE	\$ 1,008.68	\$ -	\$ 87,232.09	\$ -	\$ -	\$ 88,240.77
641 - Juvenile Grant-State Aid Fund	\$ 74,618.98	\$ -	\$ -	\$ -	\$ -	\$ 74,618.98
701 - Retiree Health Insurance Fund	\$ -	\$ -	\$ 849,683.48	\$ 1,293,427.72	\$ -	\$ 2,143,111.20
802 - Walker County Public Safety Communication	\$ 103,580.78	\$ -	\$ 1,192,629.89	\$ -	\$ -	\$ 1,296,210.67
810 - Agency Fund-LEOSE Training Fund	\$ 57,016.78	\$ -	\$ -	\$ -	\$ -	\$ 57,016.78
	\$ 7,164,514.10	\$ 1,120,735.85	\$ 23,600,601.94	\$ 3,815,675.67	\$ 6,774,920.76	\$ 42,476,448.32



Agency Funds Cash and Investments Report
Funds Held by the Elected Officials
Annual Report For the Period January 1, 2023 thru December 31,2023
As of December 31, 2023

	Certificates			
	Cash	ICT	of Deposit	Total
Agency Funds Maintained by the Department				
850-Agency Fund - County Clerk	\$ 864,772.17	\$ 280,030.21	\$ -	\$ 1,144,802.38
851-Agency Fund - District Clerk	\$ 898,707.97	\$ -	\$ 590,202.97	\$ 1,488,910.94
852-Agency Fund - Criminal District Attorney	\$ 1,768.34	\$ -	\$ -	\$ 1,768.34
853-Agency Fund - Tax Assessor	\$ 2,525,351.43	\$ -	\$ -	\$ 2,525,351.43
854-Agency Fund - Sheriff	\$ 78,316.49	\$ -	\$ -	\$ 78,316.49
855-Agency Fund - Juvenile	\$ 1,014.60	\$ -	\$ -	\$ 1,014.60
856-Agency Fund - County Treasurer Jury	\$ 508.70	\$ -	\$ -	\$ 508.70
857-Agency Fund - Justice of Peace Precinct 4	\$ 5,059.25	\$ -	\$ -	\$ 5,059.25
858-Agency Fund - Adult Probation	\$ 2,899.97	\$ -	\$ -	\$ 2,899.97
	\$ 4,378,398.92	\$ 280,030.21	\$ 590,202.97	\$ 5,248,632.10



Walker County
Claims and Invoices Submitted for Payment

Page 1 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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30030-12th Judicial District Court

11811 - Law Office of Joseph W KrippeI

4/8/2024	30,752	\$ 600.00	4/21/2024		Cause #30,752
4/8/2024	31,238	\$ 600.00	4/21/2024		Cause #31,238
4/16/2024	31,292	\$ 950.00	4/21/2024		Cause #31,292, Unfiled x2
4/5/2024	31,296	\$ 600.00	4/21/2024		Cause #31,296
4/8/2024	K-1395	\$ 700.00	4/21/2024		Cause #31,328, #Unfiled

13289 - Cain Law, PLLC

4/8/2024	28,956	\$ 2,106.00	4/21/2024		Cause #28,956
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13655 - Riley, Michael

4/5/2024	29,892	\$ 600.00	4/21/2024		Cause #29,892
4/5/2024	30,820	\$ 600.00	4/21/2024		Cause #30,820
4/16/2024	31,236	\$ 600.00	4/21/2024		Cause #31,236
4/16/2024	31,356	\$ 850.00	4/21/2024		Cause #31,356 CT1, CT2
4/16/2024	31,574	\$ 600.00	4/21/2024		Cause #31,574
4/5/2024	K-1393	\$ 1,300.00	4/21/2024		Cause #30,234, #30,544 CT1, CT2, CT3
4/5/2024	K-1394	\$ 1,050.00	4/21/2024		Cause #31,201, #31,546, #31,562 CT1, CT2

13705 - McCaig, Albert

4/9/2024	K-1421	\$ 174.87	4/21/2024		Miles 522.0 - 03/11-12/24, 03/18-19/24
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14110 - Law Office of Paul Morrison

4/15/2024	31,166	\$ 600.00	4/21/2024		Cause #31,166
4/15/2024	31,272	\$ 600.00	4/21/2024		Cause #31,272



Walker County
Claims and Invoices Submitted for Payment

Page 2 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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12th Judicial District Court - Totals **\$ 12,530.87**

30040-278th Judicial District Court

11066 - Canon Solutions America, Inc.

4/17/2024	6007631808	\$ 25.28	4/21/2024		Maintenance - Copier Usage - 03/03/24- 04/02/24
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11811 - Law Office of Joseph W Krippe

4/8/2024	22-30,403	\$ 850.00	4/21/2024		Cause #22-30,403 CT1, CT2
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4/8/2024	28,051	\$ 1,850.00	4/21/2024		Cause #28,051
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4/5/2024	30,947	\$ 600.00	4/21/2024		Cause #30,947
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4/8/2024	31,405	\$ 600.00	4/21/2024		Cause #31,405
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13594 - Rockett, PhD, PLLC, Jennifer

4/16/2024	27987	\$ 525.00	4/21/2024		Svc Rendered - 04/04-11/24
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13655 - Riley, Michael

4/8/2024	K-1403	\$ 2,600.00	4/21/2024		Cause #31,213, #31,215
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13705 - McCaig, Albert

4/9/2024	K-1421	\$ 174.87	4/21/2024		Miles 522.0 - 03/11-12/24, 03/18-19/24
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278th Judicial District Court - Totals **\$ 7,225.15**

50130-Adult Basic Supervision

10212 - Thomson Reuters - West

4/9/2024	850030420	\$ 101.70	4/21/2024		Acct#1003932603 - 03/01-31/24
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10227 - Verizon Wireless

4/17/2024	9961402132	\$ 274.04	4/21/2024		Monthly Service - 03/11/24-04/10/24
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10245 - Corrections Software Solutions, LP

4/9/2024	55673	\$ 820.75	4/21/2024		Computer Services - May 2024
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10865 - Tomlinson, William



Walker County
Claims and Invoices Submitted for Payment

Page 3 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/17/2024	K-1441	\$ 32.16	4/21/2024		Miles 48.0/Willis, TX - 04/16/24 <u>11518 - Tipton, Jeremy</u>
4/16/2024	304	\$ 275.00	4/21/2024		CSTS Contract Services - April 2024 <u>11971 - Lopez, Maria</u>
4/9/2024	K-1415	\$ 8.98	4/21/2024		Mileage 13.4 - 03/04-28/24 <u>12032 - Smartox</u>
4/8/2024	27666	\$ 138.00	4/21/2024		Lab Confirmations <u>13189 - Zarate, Claudia</u>
4/16/2024	A-1755	\$ 68.34	4/21/2024		Miles - 102.0 - 03/04-28/24 <u>13227 - Reese, Cassandra</u>
4/16/2024	A-1754	\$ 247.90	4/21/2024		Miles 370.0 - 03/12/24-04/11/24 <u>13623 - AT&T Corp</u>
4/17/2024	8224058805	\$ 871.42	4/21/2024		Monthly Service - 04/07/24-05/06/24
Adult Basic Supervision - Totals		\$ 2,838.29			
50110-Adult Probation Support-General Fund					
<u>10052 - Entergy</u>					
3/31/2024	137630976.2403	\$ 550.75	4/21/2024		Mo Svc 02/09/24-03/11/24- 705 FM 2821 Rd W <u>10099 - Resources Security, Inc.</u>
4/10/2024	90154	\$ 429.76	4/21/2024	PO - 42372	Repairs to power supply - Replaced power supply on access control system. Rewired release button at desk for lobby door at the CSCD. <u>10245 - Corrections Software Solutions, LP</u>
4/9/2024	55673	\$ 2,462.25	4/21/2024		Computer Services - May 2024
Adult Probation Support- General Fund - Totals		\$ 3,442.76			
50170-Adult Substance Abuse Services					
<u>10232 - Psychological Services Center</u>					



Walker County
Claims and Invoices Submitted for Payment

Page 4 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/9/2024	40075	\$ 1,833.33	4/21/2024		Student Hours - 03/01-31/24
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Adult Substance Abuse Services - Totals \$ 1,833.33

10000-Balance Sheet Accounts

10145 - Walker County Appraisal District

4/15/2024	K-1428	\$ 55,399.50	4/21/2024		Walker CAD/Tax Monies/Tax Sale-March 2024
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10165 - Texas State Comptroller-DNP

4/16/2024	Civil.04/30/24	\$ 1,317.39	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 2,700.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 50.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 245.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 3,759.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 5,740.30	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 90.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 3,273.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 45.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 1,740.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 2,555.48	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 2,265.00	4/21/2024		State Civil Cost & Fees Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 28.00	4/21/2024		State Civil Cost & Fees REPEALED Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 799.18	4/21/2024		State Civil Cost & Fees REPEALED Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 153.35	4/21/2024		State Civil Cost & Fees REPEALED Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 678.13	4/21/2024		State Civil Cost & Fees REPEALED Q1 end 03/31/24
4/16/2024	Civil.04/30/24	\$ 66.94	4/21/2024		State Civil Cost & Fees REPEALED Q1 end 03/31/24
	Invoice Total	\$ 25,505.77			

4/16/2024	Criminal.04/30/24	\$ 53,869.01	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 5,683.50	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 1,478.83	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 18,713.97	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 700.77	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 6,525.82	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 231.24	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 137.91	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 409.53	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 2.10	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 25.53	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 4.98	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 114.58	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24



Walker County
Claims and Invoices Submitted for Payment

Page 5 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/16/2024	Criminal.04/30/24	\$ 1,265.08	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 188.00	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 764.27	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 3,427.00	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
4/16/2024	Criminal.04/30/24	\$ 183.43	4/21/2024		State Criminal Cost & Fees Q1 end 03/31/24
	Invoice Total	\$ 93,725.55			
4/16/2024	EFS.04/30/24	\$ 444.76	4/21/2024		Electronic Filing System Q1 end 03/31/24
4/16/2024	EFS.04/30/24	\$ 15.00	4/21/2024		Electronic Filing System Q1 end 03/31/24
	Invoice Total	\$ 459.76			
4/16/2024	SpecCrtProg.04/30/24	\$ 42.03	4/21/2024		Specialty Court Program Acct Q1 end 03/31/24
<u>10300 - Texas Commission on Environmental Quality</u>					
4/9/2024	WTR0065099	\$ 190.00	4/21/2024		Onsite Council Fee - December 2023
4/9/2024	WTR0065100	\$ 90.00	4/21/2024		Onsite Council Fee - January 2024
4/9/2024	WTR0065101	\$ 260.00	4/21/2024		Onsite Council Fee - February 2024
<u>10376 - Texas Parks & Wildlife</u>					
4/8/2024	K-1398	\$ 218.45	4/21/2024		JP4 Citations/#A8569490/Case#423-030036/Miller, Jr., D., 03/28/24
4/8/2024	K-1399	\$ 133.45	4/21/2024		JP3 Citations/#A8511067/Case#24-93413/Shepard, J., 03/28/24
4/8/2024	K-1400	\$ 133.45	4/21/2024		JP3 Citations/#A8430468/Case#21-92406/Richardson, B., 03/26/24
<u>10383 - OmniBase Services of Texas</u>					
4/9/2024	124-001236	\$ 624.00	4/21/2024		JP1 Failure to Appear - 01/01/24-03/31/24
4/9/2024	124-002236	\$ 84.00	4/21/2024		JP2 Failure to Appear - 01/01/24-03/31/24
4/9/2024	124-003236	\$ 126.00	4/21/2024		JP3 Failure to Appear - 01/01/24-03/31/24
4/9/2024	124-004236	\$ 505.28	4/21/2024		JP4 Failure to Appear - 01/01/24-03/31/24

10542 - Perdue Brandon Fielder Collins & Mott LLP



Walker County
Claims and Invoices Submitted for Payment

Page 6 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/16/2024	3397	\$ 2,777.40	4/21/2024		JP1 Fines and Fees - March 2024
4/16/2024	3413	\$ 412.50	4/21/2024		JP2 Fines and Fees - March 2024
4/16/2024	3418	\$ 1,636.57	4/21/2024		JP4 Fines and Fees - March 2024
4/16/2024	K-1432	\$ 2,893.00	4/21/2024		PBFCM/Publication Costs/Recording Fees/Certified Mailing Fees-Tax Sale-March 2024
<u>10760 - Walker County Clerk Trust Account</u>					
4/16/2024	F2240019	\$ 650.00	4/21/2024		Cause #F2240019/Transfer Rent from JP Registry to CC Registry
<u>11075 - Walker County District Clerk</u>					
4/15/2024	K-1430	\$ 10,256.00	4/21/2024		WCDC/Court Costs/Tax Sale - March 2024
4/15/2024	K-1431	\$ 166,277.33	4/21/2024		WCDC/Excess Proceeds/Tax Sale - March 2024
<u>12709 - Barcus & Cantrell, PLLC</u>					
4/8/2024	K-1396	\$ 100.00	4/21/2024		Ref Receipt #CC-73043/EFILE Electronic Payment-Ref#085454250-1 Refund - Case #13973CV Service Address in Montgomery County
<u>13741 - Trinity County Appraisal District</u>					
4/15/2024	K-1429	\$ 738.48	4/21/2024		Trinity/Tax Monies/Tax Sale - March 2024
<u>13792 - Tenth Court of Appeals</u>					
4/11/2024	K-1424	\$ 210.00	4/21/2024		Appellate Judicial Fund Fees-SB41 03/24
4/11/2024	K-1424	\$ 232.95	4/21/2024		Appellate Judicial Fund Fees-SB41 03/24
	Invoice Total	\$ 442.95			
<u>14122 - Live Oak Environmental LLC</u>					
4/17/2024	05/24 JP3	(\$ 6.48)	4/21/2024		Quarterly Service - 05/01/24-07/31/24
<u>14191 - GFF Texas Holdings, LLC.</u>					
4/16/2024	K-1433	\$ 180,000.00	4/21/2024		GFF Texas Holdings, LLC-Refund/Tax Sale March-2024/CR#33401



Walker County
Claims and Invoices Submitted for Payment

Page 7 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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Balance Sheet Accounts - Totals **\$ 543,674.99**

19010-Centralized Costs

10038 - Federal Express Corporation

4/4/2024	8-459-84753	\$ 7.32	4/21/2024		Acct#1199-9882-4/Shipping 03/28/24
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10065 - The Huntsville Item

4/17/2024	032417519	\$ 1,442.62	4/21/2024		Monthly Service - 03/01-19/24
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10269 - AT&T

4/11/2024	435-2474.040124	\$ 1,028.74	4/21/2024		Monthly Service - 04/01-30/24
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4/11/2024	435-8700.040124	\$ 1,044.48	4/21/2024		Monthly Service - 04/01-30/24
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4/17/2024	436-4900.040924	\$ 1,392.97	4/21/2024		Monthly Service - 04/09/24-05/08/24
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10356 - Sam Houston Memorial Funeral Home

4/3/2024	24-0066	\$ 619.00	4/21/2024		Transport/Case#24-0066
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4/9/2024	24-0069	\$ 619.00	4/21/2024		Transport/Case#24-0069
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4/12/2024	24-0070	\$ 704.00	4/21/2024		Transport/Case#24-0070
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10621 - TAC Risk Management Pool

4/9/2024	NRDD-0010365	\$ 1,000.00	4/21/2024		Deductible/Claim #AL20238077-1
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11866 - Guthrie, Regina

5/1/2024	G240501	\$ 500.00	5/1/2024		Parking Lot Rental - 05/24
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13562 - Prestige Tower Services

4/11/2024	INV-526	\$ 300.00	4/21/2024		Monthly Tower Maintenance - April 2024
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13662 - Fort Bend Medical Examiner

4/11/2024	1333	\$ 13,000.00	4/21/2024		Autopsy (x5) Case#23-02975WK-12/19/23 Case#24-00031WK-01/05/24 Case#24-00084WK-01/10/24 Case#24-00423WK-02/16/24 Case#24-00558WK-03/02/24
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Walker County
Claims and Invoices Submitted for Payment

Page 8 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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13728 - Amwins Group Benefits LLC

4/11/2024	AM052024	\$ 15,224.03	4/21/2024		May 2024 Monthly Premiums
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13856 - Optimum

4/11/2024	07707154276015.0424	\$ 96.20	4/21/2024		Monthly Service - 04/05/24-05/04/24
4/11/2024	07707154276015.0424	\$ 10.50	4/21/2024		Monthly Service - 04/05/24-05/04/24
4/11/2024	07707154276015.0424	\$ 34.77	4/21/2024		Monthly Service - 04/05/24-05/04/24

Invoice Total	\$ 141.47
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Centralized Costs - Totals **\$ 37,023.63**

44020-Constable Precinct 2

12477 - Texas Top Cop Shop, Inc.

4/2/2024	90332	\$ 528.93	4/21/2024	PO - 42352	Uniforms and Embroidery - Sew shoulder patch on jacket, remove shoulder patch on jacket, 1" reflective Constable on left chest of polo, 1" reflective Constable on each sleeve - 5 shirts, 3" reflective on back of shirt, embroider 2 lines right chest, embro
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Constable Precinct 2 - Totals **\$ 528.93**

44040-Constable Precinct 4

10092 - Powers Auto Supply

3/13/2024	146296	\$ 21.48	4/21/2024	PO - 42061	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
3/20/2024	146635	\$ 39.98	4/21/2024	PO - 42061	Vehicle repairs, parts and supplies- 10/1/23-9/30/24

10103 - Ringo Tire & Service Center

4/9/2024	173344	\$ 7.00	4/21/2024		Vehicle Inspection/FAS#11715
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13370 - Walker County Transmissions/WC Auto

4/3/2024	21358	\$ 133.18	4/21/2024	PO - 42158	Vehicle repairs, parts and supplies- 10/1/23-9/30/24.
4/5/2024	21384	\$ 465.50	4/21/2024	PO - 42158	Vehicle repairs, parts and supplies- 10/1/23-9/30/24..
4/5/2024	21388	\$ 80.75	4/21/2024	PO - 42158	Vehicle repairs, parts and supplies- 10/1/23-9/30/24.



Walker County
Claims and Invoices Submitted for Payment

Page 9 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/11/2024	8289	\$ 3,450.00	4/21/2024	PO - 42374	TRANSMISSION REPAIR - Transmission rebuild for 2018 Tahoe 12 month or 24,000 mile warranty FAS # 12628
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Constable Precinct 4 - Totals **\$ 4,197.89**

20010-County Auditor

11066 - Canon Solutions America, Inc.

4/17/2024	6007559976	\$ 72.71	4/21/2024		Maintenance - Copier Usage - 02/29/24- 03/30/24
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County Auditor - Totals **\$ 72.71**

15050-County Clerk

13796 - ODP Business Solutions, LLC

4/17/2024	359561073001	\$ 1,137.33	4/21/2024	PO - 42277	Office Supplies - 1/1/24-9/30/24
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County Clerk - Totals **\$ 1,137.33**

30020-County Court at Law

10629 - Bennett Law Office PC

4/8/2024	18-0283	\$ 500.00	4/21/2024		Cause #18-0283
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11811 - Law Office of Joseph W Krippel

4/15/2024	23-0472.	\$ 500.00	4/21/2024		Cause #23-0472
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4/8/2024	24-0012	\$ 500.00	4/21/2024		Cause #24-0012
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4/8/2024	24-0063	\$ 500.00	4/21/2024		Cause #24-0063
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4/8/2024	24-0069	\$ 500.00	4/21/2024		Cause #24-0069
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4/8/2024	24-0076	\$ 500.00	4/21/2024		Cause #24-0076
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4/8/2024	24-0110	\$ 500.00	4/21/2024		Cause #24-0110
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4/8/2024	24-0112	\$ 500.00	4/21/2024		Cause #24-0112
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4/8/2024	K-1401	\$ 100.00	4/21/2024		Cause #Unfiled/Cormier, X.
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12531 - James, Reynolds & Spiegelhauer



Walker County
Claims and Invoices Submitted for Payment

Page 10 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/15/2024	23-0379	\$ 500.00	4/21/2024		Cause #23-0379
<u>13289 - Cain Law, PLLC</u>					
4/15/2024	24-0055	\$ 500.00	4/21/2024		Cause #24-0055
4/8/2024	24-0137	\$ 600.00	4/21/2024		Cause #24-0137 CT1, CT2
4/15/2024	24-0155	\$ 500.00	4/21/2024		Cause #24-0155
4/8/2024	K-1402	\$ 200.00	4/21/2024		Cause #Rejected x2/Griffin, T.
4/15/2024	K-1427	\$ 600.00	4/21/2024		Cause #24-0095, #24-0096
<u>13655 - Riley, Michael</u>					
4/15/2024	23-0197	\$ 500.00	4/21/2024		Cause #23-0197
4/15/2024	23-0590	\$ 500.00	4/21/2024		Cause #23-0590
4/15/2024	24-0019	\$ 600.00	4/21/2024		Cause #24-0019
4/15/2024	24-0081	\$ 600.00	4/21/2024		Cause #24-0081
4/15/2024	24-0098	\$ 500.00	4/21/2024		Cause #24-0098
4/8/2024	24-0136	\$ 500.00	4/21/2024		Cause #24-0136
4/15/2024	24-0158	\$ 500.00	4/21/2024		Cause #24-0158
<u>13765 - Hersom Law Firm</u>					
4/15/2024	17-0121	\$ 500.00	4/21/2024		Cause #17-0121
4/15/2024	23-0621	\$ 700.00	4/21/2024		Cause #23-0621 CT1, CT2, CT3
4/15/2024	24-0061	\$ 500.00	4/21/2024		Cause #24-0061
4/15/2024	24-0066	\$ 500.00	4/21/2024		Cause #24-0066
4/15/2024	24-0094	\$ 500.00	4/21/2024		Cause #24-0094



Walker County
Claims and Invoices Submitted for Payment

Page 11 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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County Court at Law - Totals \$ 13,400.00

17010-County Facilities

10023 - Coburn's Huntsville # 15

4/2/2024	156237088	\$ 127.50	4/21/2024	PO - 41987	Plumbing services, parts, and supplies-10/1/23-9/30/24
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4/3/2024	156237147	\$ 9.97	4/21/2024	PO - 41987	Plumbing services, parts, and supplies-10/1/23-9/30/24
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10036 - CenterPoint Energy

4/17/2024	26067850.2404	\$ 55.98	4/21/2024		Mo Svc 03/12/24-04/09/24 1301 Sam Houston Ave
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4/17/2024	73707291.2404	\$ 53.25	4/21/2024		Mo Svc - 03/12/24-04/09/24 1313 University Ave
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10052 - Entergy

3/31/2024	136069754.2403	\$ 529.98	4/21/2024		Mo Svc 02/09/24-03/11/24- 340 SH 75N Ste 100
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3/31/2024	136102514.2403	\$ 177.36	4/21/2024		Mo Svc 02/09/24-03/11/24- 344 SH 75N Bldg B
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3/31/2024	138475090.2403	\$ 4,248.36	4/21/2024		Mo Svc 02/08/24-03/08/24- 1100 University Ave
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3/31/2024	139330252.2403	\$ 168.60	4/21/2024		Mo Svc 02/09/24-03/11/24- 344 SH 75N Bldg A
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3/31/2024	140221086.2403	\$ 361.41	4/21/2024		Mo Svc 02/08/24-03/08/24- 1313 University Ave
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3/31/2024	141614206.2403	\$ 1,252.04	4/21/2024		Mo Svc 02/09/24-03/11/24- 717 FM 2821 Rd W
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3/31/2024	142141662.2403	\$ 1,648.96	4/21/2024		Mo Svc 02/08/24-03/08/24- 1301 Sam Houston Ave
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3/31/2024	173375866.2403	\$ 62.80	4/21/2024		Mo Svc 02/09/24-03/11/24- 344 SH 75N Bldg C
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10143 - Walker County Hardware

4/1/2024	144737	\$ 14.99	4/21/2024	PA - 2363	Annex - Zep Drain Defense Liquid Build-Up Remover 64 oz
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4/1/2024	144742	\$ 6.99	4/21/2024	PA - 2363	Annex - 2K-2C Cold Faucet Stem For American Standard
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4/1/2024	144755	\$ 7.98	4/21/2024	PA - 2363	Annex - 2K-2H Hot Faucet Stem For American Standard, No. 10-24 X 1/2 in. L Slotted Truss Head Chrome-Plated Brass Faucet Handle Screw 1 pk
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Walker County
Claims and Invoices Submitted for Payment

Page 12 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/2/2024	144837	\$ 8.59	4/21/2024	PA - 2363	Annex - Better Knit 4 in. W X 1/2 in. Mini Paint Roller Cover 5 pk
4/3/2024	144877	\$ 8.99	4/21/2024	PA - 2363	Maintenance - Forney 2.75 in. D X 5/8 in. Crimped Steel Cup Brush 14000 rpm 1 pc
4/4/2024	144942	\$ 11.77	4/21/2024	PA - 2363	Storm Center - Linzer 3 in. Flat Chip Brush x2, Knit 4 in. W X 3/8 in. Trim Paint Roller Cover 2 pk
4/5/2024	144988	\$ 34.36	4/21/2024	PA - 2363	Annex - 3/8 in. Compression X 1/2 in. D FIP 16 in. Stainless Steel Supply Line x2, 3/8 in. Fine Female Flare X 3/8 in. D Male Compression Chrome Adapter x2
4/8/2024	145098	\$ 24.99	4/21/2024	PA - 2363	Annex - Flex Tape 8 in. W X 5 ft. L Black Waterproof Repair Tape
4/8/2024	145099	\$ 9.18	4/21/2024	PA - 2363	Annex - Gear 4-1/2 in to 6-1/2 in. SAE 96 Silver Hose Clamp Stainless Steel Band x2
4/9/2024	145164	\$ 1.40	4/21/2024	PA - 2363	Courthouse - Hillman Fasteners x4
<u>10317 - Home Depot</u>					
4/4/2024	2034606	\$ 62.61	4/21/2024	PA - 2367	Custodial - HDX Toilet Brush x5, Lysol Disinfectant x3, Dawn 18 oz. Original Scent Dish Soap x6
4/4/2024	2034607	\$ 53.96	4/21/2024	PA - 2367	Annex - Lavatory Faucet x2
4/4/2024	2034607	\$ 34.98	4/21/2024		Truck Stock - ScotchBlue 1.41 in. x 60 yds. Original Multi-Surface Painter's Tape (6-Pack)
Invoice Total		\$ 88.94			
4/4/2024	2034647	\$ 10.98	4/21/2024	PA - 2367	EMS South 19 - Shower Arm Mount in Chrome
4/12/2024	4200972	\$ 250.00	4/21/2024	PA - 2367	1-1/2 in. x 23 in. 4-Cutter SDS-MAX Carbide Drill Bit x2
4/12/2024	4200972	\$ 699.00	4/21/2024		15 Amp 1-3/4 in. SDS-MAX Corded Combination Hammer with E-Clutch
Invoice Total		\$ 949.00			
4/11/2024	5011731	\$ 225.77	4/21/2024	PA - 2367	Courthouse - 6 ft. x 100 ft. Woven Polypropylene Ground Cover Landscape Fabric, 4 in. x 100 ft. Preloaded Filter Sock Drain Filtration Sleeve, DWV Cleanout Plug MPT x2, DWV Female Adapter HXFPT x2, Perforated Drainpipe 4" x 10' x3
4/11/2024	5011731	\$ 149.00	4/21/2024		Gorilla 7 Cubic Evolution Yard Cart



Walker County
Claims and Invoices Submitted for Payment

Page 13 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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Invoice Total \$ 374.77

4/11/2024	5181244	\$ 61.18	4/21/2024	PA - 2367	Courthouse - 4 in. Hub x Hub PVC S&D 90-Degree Elbow Fitting x2, PVC S&D Female Cleanout Adapter, 4 in. Hub X FPT x2, PVC S&D Cleanout Plug, 4 in. MPT x2, 4 in. x 10 ft. Rigid PVC SDR35 Gravity Sewer Pipe White Belled End
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10395 - Oliphant's Tree Service

4/16/2024	20242524	\$ 2,500.00	4/21/2024	PO - 42315	Remove 2 cedar trees and trim remaining trees on property
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12085 - Staples Advantage

4/6/2024	6001103936	\$ 227.28	4/21/2024	PA - 2365	Spectrum Restroom Cleaner, 32 Oz., 12/Carton, Air Freshener Aerosol, Tropic Breeze Scent, 10 Oz., 6/Carton x2, Dart J Cup Hot/Cold Cups, 6 Oz., White, 1000/Carton, Pumie Gray Scouring Sticks, Dozen
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13277 - Buckeye Cleaning Center - Houston

3/29/2024	90573232	\$ 952.35	4/21/2024	PA - 2359	Green Cert Foam Hand Wash x2, Liner HD 30x37 x3cs, Liner HD 38x60 x3cs, Tissue 1000' 2-Ply 12/cs x5cs, Roll Towel 800' 6/cs x5cs, Towel 2-Ply 84/RL 30/cs x8cs, Towel Multifold 16 PK/Cs 250/Pk x3cs
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County Facilities - Totals \$ 14,052.56

50010-County Jail

10052 - Entergy

3/31/2024	136967221.2403	\$ 7,593.38	4/21/2024		Mo Svc 02/09/24-03/11/24- 655 Fm 2821 Rd Huntsville
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10143 - Walker County Hardware

4/15/2024	142901	\$ 277.87	4/21/2024	PO - 41827	Building repairs, parts and supplies- 10/1/23-9/30/24
4/4/2024	144973	\$ 11.20	4/21/2024	PO - 41827	Building repairs, parts and supplies- 10/1/23-9/30/24
4/10/2024	145195	\$ 17.98	4/21/2024	PO - 41827	Building repairs, parts and supplies- 10/1/23-9/30/24
4/15/2024	145409	\$ 35.98	4/21/2024	PO - 41827	Building repairs, parts and supplies- 10/1/23-9/30/24

10317 - Home Depot

3/27/2024	0622847	\$ 104.74	4/21/2024	PO - 41824	Building parts and supplies- 10/1/23-9/30/24
4/3/2024	3520025	\$ 4.65	4/21/2024	PO - 41824	Building parts and supplies- 10/1/23-9/30/24



Walker County
Claims and Invoices Submitted for Payment

Page 14 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/10/2024	6024352	\$ 80.98	4/21/2024	PO - 41824	Building parts and supplies- 10/1/23-9/30/24
4/10/2024	6024352	\$ 76.80	4/21/2024	PO - 41824	Building parts and supplies- 10/1/23-9/30/24
Invoice Total		\$ 157.78			

11449 - Texas Commission on Law Enforcement

4/9/2024	K-1413	\$ 250.00	4/21/2024		TCOLE Jailer License Reactivation- Davila, J. TCOLE PID#41732
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13258 - Summit Food Service, LLC

4/16/2024	INV2000203667	\$ 8,210.19	4/21/2024	PO - 41835	Jail Food- 10/1/23-9/30/24
4/16/2024	INV2000204216	\$ 8,263.13	4/21/2024	PO - 41835	Jail Food- 10/1/23-9/30/24

13614 - Auto Parts of Huntsville, Inc

3/14/2024	595348	\$ 23.10	4/21/2024	PO - 41819	Vehicle repairs, parts and supplies - 10/1/23-9/30/24.
3/22/2024	596695	\$ 80.02	4/21/2024	PO - 41819	Vehicle repairs, parts and supplies - 10/1/23-9/30/24.

14181 - Huffman Plumbing Contractor

4/16/2024	A-1752	\$ 875.00	4/21/2024	PO - 42382	Plumbing Repair - Repaired water leak located in the boiler room
4/11/2024	A-1753	\$ 225.00	4/21/2024	PO - 42381	Kitchen Repair - Cleared blockage at the kitchen sink through the clean out

County Jail - Totals **\$ 26,130.02**

50020-County Jail Inmate Medical
Cost Center

10436 - Clinical Pathology Laboratories, Inc.

4/17/2024	78026-202403-0	\$ 30.00	4/21/2024		CPL Lab Work 02/29/24-03/22/24
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14005 - Clinical Solutions Pharmacy

4/11/2024	033124- WALKERCO	\$ 4,103.36	4/21/2024	PO - 41836	Inmate Prescriptions- 10/1/23-6/30/24
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County Jail Inmate Medical Cost Center - Totals **\$ 4,133.36**

15010-County Judge

10065 - The Huntsville Item



Walker County
Claims and Invoices Submitted for Payment

Page 15 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/5/2024	28668.24	\$ 239.88	4/21/2024		Subscription Renewal/Acct #28668-4/14/24-4/13/25
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County Judge - Totals **\$ 239.88**

20020-County Treasurer

10432 - Identisys, Inc.

4/11/2024	662403	\$ 205.00	4/21/2024	PO - 42376	Ribbon, Color-YMCKOK, 750 Images, ZXP7, HS - 800077749
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County Treasurer - Totals **\$ 205.00**

20030-County Treasurer -
Collections

10284 - LexisNexis Risk Data Management, Inc.

4/9/2024	1125970- 20240331	\$ 112.50	4/21/2024		Acct#1125970 - 03/01-31/24
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County Treasurer - Collections - Totals **\$ 112.50**

34020-Court Reporter Fees

13944 - Driscoll, Jill

4/11/2024	31048	\$ 420.00	4/21/2024		Professional Svc -Cause #31048/Falls, R.,11/30/23
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14036 - Cooksey, Robin

4/11/2024	A-1751	\$ 400.00	4/21/2024		Svc Rend- County Court at Law-04/11/24
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4/17/2024	K-1440	\$ 400.00	4/21/2024		Svc Rend- 278th District Court-04/16/24
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Court Reporter Fees - Totals **\$ 1,220.00**

30010-Courts-Central Costs

12569 - Montgomery County Clerk

4/16/2024	24-17237	\$ 425.00	4/21/2024		Physician Fee, Attorney Fees/Cause #24-17237
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13190 - McKerley Law Firm, PLLC

4/15/2024	23-19,226 -1	\$ 510.00	4/21/2024		Cause #23-19,226
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4/15/2024	23-19,293 -1	\$ 45.00	4/21/2024		Cause #23-19,293
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4/15/2024	23-19,318 -1	\$ 67.50	4/21/2024		Cause #23-19,318
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13289 - Cain Law, PLLC



Walker County
Claims and Invoices Submitted for Payment

Page 16 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/8/2024	18-28,739	\$ 1,173.00	4/21/2024		Cause #18-28,739
4/8/2024	21-18,250	\$ 1,704.00	4/21/2024		Cause #21-18,250
4/8/2024	21-18,551	\$ 2,961.00	4/21/2024		Cause #21-18,551
4/8/2024	22-19,119	\$ 360.00	4/21/2024		Cause #22-19,119
Costs - Totals		\$ 7,245.50			
District Attorney					
Energy					
3/31/2024	138751359.2403	\$ 727.32	4/21/2024		Mo Svc 02/08/24-03/08/24- 1036 11th Street
Canon Solutions America, Inc.					
4/11/2024	6007557163	\$ 139.13	4/21/2024		Maintenance - Copier Usage - 02/29/24- 03/28/24
Attorney - Totals		\$ 866.45			
Corney					
Entersect					
4/9/2024	124EP31267	\$ 2,000.00	4/21/2024		EPO Annual Contract 02/01/24-01/31/25
Texas Department of Motor Vehicles					
4/12/2024	13046.24	\$ 7.50	4/21/2024		Alias Registration/1GN5CNKD4MR331508
Optimum					
4/11/2024	07707154276015.0424	\$ 27.28	4/21/2024		Monthly Service - 04/05/24-05/04/24
District Attorney Supplement - Totals		\$ 2,034.78			
District Clerk					
Tyler Technologies, Inc.					
3/21/2024	020-150645	\$ 599.76	4/21/2024		February 2024 Jury Summons Services
Perdue Brandon Fielder Collins & Mott LLP					
4/8/2024	K-1397	\$ 250.00	4/21/2024		Abstract/Research Fee-Tax Suits T22-44
4/16/2024	K-1434	\$ 250.00	4/21/2024		Abstract/Research Fee-Tax Suits T22-108



Walker County
Claims and Invoices Submitted for Payment

Page 17 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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District Clerk - Totals **\$ 1,099.76**

16020-Elections

10083 - Elections Systems & Software, Inc.

4/16/2024	CD2082869	\$ 143.08	4/21/2024	PA - 2320	Absentee Ballot x300, Test Ballot x30, Coding Ballot x37, Sample Ballot x60, Freight
4/17/2024	CD2086217	\$ 379.45	4/21/2024	PA - 2320	Media Burn-Precinct Scanner x8, Media Burn-ExpressVote BMD Poll x10, Media Burn-Reporting Key, Freight Election Date 05/04/24

Elections - Totals **\$ 522.53**

16040-Elections

Services/Contracts

11955 - AMG Printing & Mailing LLC

4/5/2024	119050	\$ 334.14	4/21/2024	PO - 42284	Mail Services - 1/1/24-9/30/24
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Elections Services/Contracts - Totals **\$ 334.14**

46010-Emergency Operations

10052 - Entergy

3/31/2024	137532164.2403	\$ 2,774.49	4/21/2024		Mo Svc 02/09/24-03/11/24- 445 SH 75N
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10269 - AT&T

4/11/2024	435-2474.040124	\$ 483.75	4/21/2024		Monthly Service - 04/01-30/24
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11780 - NI Government Services, Inc.

4/8/2024	24033229681	\$ 73.73	4/21/2024		Satellite Phone Service 03/01-31/24
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13676 - DirecTV LLC

4/12/2024	039643069.24041 1	\$ 132.99	4/21/2024		Monthly Service - 04/10/24-05/09/24
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4/12/2024	075669314.24041 1	\$ 116.99	4/21/2024		Monthly Service - 04/10/24-05/09/24
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14188 - Asbestos & Mold Services, LLC

4/10/2024	3282024-344	\$ 300.00	4/21/2024	PO - 42373	Mold Inspection
4/10/2024	3282024-344	\$ 225.00	4/21/2024	PO - 42373	Mold Samples - 3 mold samples @ \$75.00 each

Invoice Total **\$ 525.00**



Walker County
Claims and Invoices Submitted for Payment

Page 18 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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Emergency Operations - Totals **\$ 4,106.95**

17020-Facilities-Justice Center
Municipal Allocation

10052 - Entergy

3/31/2024	141614206.2403	\$ 304.55	4/21/2024		Mo Svc 02/09/24-03/11/24- 717 FM 2821 Rd W
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Facilities-Justice Center Municipal Allocation - Totals **\$ 304.55**

19990-General Government
Projects

10159 - Motorola Solutions, Inc.

4/8/2024	8281866146	\$ 275.00	4/21/2024	PO - 42368	Radio Repair - Repair XPR 7580E SN:126TVR3782 FAS#12880
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12875 - Entech Sales and Service, LLC

3/31/2024	SRVCE00371183	\$ 8,550.00	4/21/2024	PO - 42333	Building Rep - Repair damper shaft connections to (8) vav boxes @ Walker County Courthouse
3/31/2024	SRVCE00371183	(\$ 6,310.04)	4/21/2024	PO - 42333	Building Rep - Repair damper shaft connections to (8) vav boxes @ Walker County Courthouse

Invoice Total **\$ 2,239.96**

14022 - Arctic Information Technology, Inc.

4/9/2024	N-41443	\$ 2,861.04	4/21/2024		Consulting Services 03/05-29/24
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General Government Projects - Totals **\$ 5,376.00**

69940-Health and Human Services
- Governmental/Services Cont

10104 - Rita B Huff Humane Society

4/6/2024	032024	\$ 1,225.00	4/21/2024		SNAP Service - March 2024
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4/6/2024	202403	\$ 1,000.00	4/21/2024		Service for March 2024
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10225 - Senior Center of Walker County

5/1/2024	SC240501	\$ 1,250.00	5/1/2024		Service Contract - 05/24
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Health and Human Services - Governmental/Services Contracts - Totals **\$ 3,475.00**

69990-Health and Human Services
Projects

10090 - Walker County Special Utility District



Walker County
Claims and Invoices Submitted for Payment

Page 19 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/17/2024	K-1442	\$ 11,931.00	4/21/2024		Reimbursement from ARP funding for water production and distribution supplies.
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Health and Human Services Projects - Totals **\$ 11,931.00**

70010-Historical Commission

10576 - Walker County Historical Commission

4/11/2024	K-1425	\$ 648.23	4/21/2024		Reimburse Entergy & ATT - October thru December 2023
4/11/2024	K-1425	\$ 161.28	4/21/2024		Reimburse Entergy & ATT - October thru December 2023
	Invoice Total	\$ 809.51			

4/11/2024	K-1426	\$ 674.66	4/21/2024		Reimburse Entergy & ATT - January thru February 2024
4/11/2024	K-1426	\$ 107.52	4/21/2024		Reimburse Entergy & ATT - January thru February 2024
	Invoice Total	\$ 782.18			

Historical Commission - Totals **\$ 1,591.69**

33010-Justice of Peace Precinct 1

10284 - LexisNexis Risk Data Management, Inc.

4/9/2024	1125970- 20240331	\$ 24.25	4/21/2024		Acct#1125970 - 03/01-31/24
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Justice of Peace Precinct 1 - Totals **\$ 24.25**

33020-Justice of Peace Precinct 2

13615 - Payne, Marcus

4/11/2024	K-1422	\$ 303.32	4/21/2024		Per Diem/Miles 296.0/Austin, TX - 04/07-09/24
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13796 - ODP Business Solutions, LLC

4/15/2024	356714422001	\$ 89.99	4/21/2024	PO - 42207	Office Supplies 10/01/2023 - 09/30/2024
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Justice of Peace Precinct 2 - Totals **\$ 393.31**

33030-Justice of Peace Precinct 3

10052 - Entergy

3/31/2024	137396024.2403	\$ 114.14	4/21/2024		Mo Svc 02/29/24-03/29/24- 2968 Hwy 19
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14122 - Live Oak Environmental LLC

4/17/2024	05/24 JP3	\$ 96.00	4/21/2024		Quarterly Service - 05/01/24-07/31/24
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Justice of Peace Precinct 3 - Totals **\$ 210.14**

33040-Justice of Peace Precinct 4



Walker County
Claims and Invoices Submitted for Payment

Page 20 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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10052 - Entergy

3/31/2024	142756261.2403	\$ 235.88	4/21/2024		Mo Svc 02/26/24-03/26/24- 9134 SH 75S
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Justice of Peace Precinct 4 - Totals **\$ 235.88**

36070-Juvenile HGAC Services
Grant

12699 - Cleveland, Mervin

4/17/2024	0000077	\$ 770.00	4/21/2024		Svc Rnd- 02/02-28/24, PID#3277, 3257, 3321, 3301, 3230, 3168
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4/17/2024	0000078	\$ 700.00	4/21/2024		Svc Rnd- 03/15-29/24, PID#3277, 3321, 3361, 3230, 3168
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Juvenile HGAC Services Grant - Totals **\$ 1,470.00**

36010-Juvenile Probation Support
- General Fund

10052 - Entergy

3/31/2024	138483110.2403	\$ 304.71	4/21/2024		Mo Svc 02/08/24-03/08/24- 1021 University Ave
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10269 - AT&T

4/11/2024	435-2474.040124	\$ 107.50	4/21/2024		Monthly Service - 04/01-30/24
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10892 - Ringo, Katy

4/16/2024	K-1437	\$ 204.20	4/21/2024		Parking/Miles 260.0/College Station, TX - 04/08/24, 04/09/24
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11029 - Payne, April

4/16/2024	K-1435	\$ 91.72	4/21/2024		Parking/Miles 116.0/College Station, TX - 04/08/24
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4/16/2024	K-1436	\$ 99.74	4/21/2024		Parking/Miles 122.0/College Station, TX - 04/09/24
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14185 - Recovery Monitoring Solutions Corporation

3/31/2024	9957165	\$ 337.50	4/21/2024		GPS Monitoring Service - Mar 2024 - PID#3285, #3316
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Juvenile Probation Support - General Fund - Totals **\$ 1,145.37**

36040-Juvenile State/Grant Aid

12193 - Angelina County, Texas

4/1/2024	24-03-9907313	\$ 1,430.00	4/21/2024		Detention/PID#3285 - 03/01-11/24
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Walker County
Claims and Invoices Submitted for Payment

Page 21 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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Juvenile State/Grant Aid - Totals **\$ 1,430.00**

34030-Law Library

10077 - Lexis-Nexis

4/9/2024	3095043398	\$ 443.10	4/21/2024		Acct#4254LKZT3 03/01-31/24
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4/9/2024	3095043760	\$ 173.00	4/21/2024		Acct#4254NTQMV 03/01-31/24
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10212 - Thomson Reuters - West

4/1/2024	850044941	\$ 175.15	4/21/2024		Acct#1005229398 - 04/01-30/24
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Law Library - Totals **\$ 791.25**

**61050-Litter Control - General
Fund**

10103 - Ringo Tire & Service Center

4/10/2024	173261	\$ 7.00	4/21/2024		Equipment Inspection/FAS#10298
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10143 - Walker County Hardware

4/3/2024	144900	\$ 17.98	4/21/2024	PO - 41834	Equipment repairs, parts and supplies- 10/1/23-9/30/24.
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Litter Control - General Fund - Totals **\$ 24.98**

61020-Planning and Development

10098 - Reliable Parts Co.

3/20/2024	002081964	\$ 51.91	4/21/2024	PO - 41985	Vehicle Parts and Supplies - 10/1/23-9/30/24
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3/26/2024	002082404	\$ 44.30	4/21/2024	PO - 41985	Vehicle Parts and Supplies - 10/1/23-9/30/24
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4/16/2024	002083960	\$ 25.70	4/21/2024	PO - 41985	Vehicle Parts and Supplies - 10/1/23-9/30/24
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10103 - Ringo Tire & Service Center

4/9/2024	173339	\$ 7.00	4/21/2024		Vehicle Inspection/FAS#10382
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10389 - Richard Rush

3/15/2024	1304	\$ 1,500.00	4/21/2024		GIS Consulting - 12/01-31/23
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3/15/2024	1305	\$ 1,500.00	4/21/2024		GIS Consulting - 01/01-31/24
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3/15/2024	1306	\$ 1,500.00	4/21/2024		GIS Consulting - 02/01-29/24
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Walker County
Claims and Invoices Submitted for Payment

Page 22 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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10675 - Dealer Solutions Automotive

4/16/2024	24664	\$ 76.59	4/21/2024	PO - 42349	Vehicle Repairs, FAS# 12764 - AC Delco Dexron VI - Transmission Fluid
4/16/2024	24664	\$ 58.88	4/21/2024	PO - 42349	Vehicle Repairs, FAS# 12764 - Transmission Oil Filter
4/16/2024	24664	\$ 370.50	4/21/2024	PO - 42349	Vehicle Repairs, FAS# 12764 - Transmission Oil Pan Gasket and/or Filter Remove and Replace - LABOR Includes R&I fender liners Check and adjust transmission fluid level with fluid temperature within parameters
Invoice Total		\$ 505.97			

12281 - Blevl Engineering

4/9/2024	55976	\$ 10,505.38	4/21/2024		Professional Services, General, 01/28/24-03/02/24
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14139 - Chad's Automotive

4/17/2024	8502	\$ 250.00	4/21/2024	PO - 42343	Vehicle Repairs, FAS# 10382 - Diagnostic Repair Service for this vehicle.
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Planning and Development - Totals \$ 15,890.26

**49940-Public Safety
Governmental/Services Contracts**

10020 - City of Huntsville

5/1/2024	CH240501	\$ 20,541.00	5/1/2024		Fire Protection - 05/24
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Public Safety Governmental/Services Contracts - Totals \$ 20,541.00

**11578-Revenues-Sheriff
Commissary Fund**

10421 - Coca Cola Southwest Beverages LLC

3/4/2024	40168932012	\$ 393.69	4/21/2024		Core Spa -CS x4, Energy D x2, Enhanced Water x2, Tea 23oz x3, Water 20oz x3
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13503 - NCIC Inmate Communications

4/11/2024	0026776-IN	\$ 4,100.36	4/21/2024		Commissary Sales/Debit Time/Video/Messaging-03/1-31/24
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Revenues-Sheriff Commissary Fund - Totals \$ 4,494.05

82200-Road and Bridge General

10052 - Entergy

3/31/2024	142697036.2403	\$ 335.69	4/21/2024		Mo Svc 02/29/24-03/29/24- 2986 Hwy 19 Emulsion Tank
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Walker County
Claims and Invoices Submitted for Payment

Page 23 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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13614 - Auto Parts of Huntsville, Inc

4/10/2024	599927	\$ 144.12	4/21/2024	PO - 41883	Vehicle parts and supplies- 10/1/23-9/30/24
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Road and Bridge General - Totals

\$ 479.81

82210-Road and Bridge Precinct 1

10052 - Entergy

3/31/2024	136102902.2403	\$ 257.14	4/21/2024		Mo Svc 02/09/24-03/11/24- 350A SH75N Road Dept
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10098 - Reliable Parts Co.

4/3/2024	002083005	\$ 19.23	4/21/2024	PO - 41867	Operating Supplies- 10/1/23-9/30/24
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4/3/2024	002083018	\$ 615.28	4/21/2024	PO - 41867	Equipment parts and supplies- 10/1/23-9/30/24.
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4/3/2024	002083026	\$ 42.18	4/21/2024	PO - 41867	Equipment parts and supplies- 10/1/23-9/30/24.
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4/9/2024	002083476	\$ 255.83	4/21/2024	PO - 41867	Equipment parts and supplies- 10/1/23-9/30/24.
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10143 - Walker County Hardware

4/15/2024	145395	\$ 65.97	4/21/2024	PO - 41871	Operating Supplies- 10/1/23-9/30/24
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11389 - Huntsville A-1 Tire Repair, LLC

3/21/2024	56249	\$ 75.00	4/21/2024	PO - 41859	Vehicle parts and supplies- 10/1/23-9/30/24.
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11390 - Ellis D. Walker Trucking, LLC

3/26/2024	11392	\$ 2,036.61	4/21/2024	PO - 41858	Road Materials- 10/1/23-9/30/24..
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12499 - Vulcan Construction Materials, LLC

4/11/2024	62758250	\$ 1,283.05	4/21/2024	PO - 42003	Road Materials- 10/1/23-9/30/24.
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4/12/2024	62760556	\$ 10,800.27	4/21/2024	PO - 42003	Road Materials- 10/1/23-9/30/24.
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13614 - Auto Parts of Huntsville, Inc

4/11/2024	600240	\$ 7.98	4/21/2024	PO - 41856	Vehicle parts and supplies- 10/1/23-9/30/24
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4/15/2024	600859	\$ 33.98	4/21/2024	PO - 41856	Operating Supplies- 10/1/23-9/30/24
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Walker County
Claims and Invoices Submitted for Payment

Page 24 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/15/2024	600879	\$ 6.28	4/21/2024	PO - 41856	Equipment parts and supplies- 10/1/23-9/30/24
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Road and Bridge Precinct 1 - Totals

\$ 15,498.80

82220-Road and Bridge Precinct 2

10098 - Reliable Parts Co.

4/2/2024	002082982	\$ 159.21	4/21/2024	PO - 41968	Operating Supplies - 10/1/23-9/30/24
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4/15/2024	002083899	\$ 129.00	4/21/2024	PO - 41968	Operating Supplies - 10/1/23-9/30/24
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10103 - Ringo Tire & Service Center

4/8/2024	173320	\$ 14.00	4/21/2024		Vehicle Inspection/FAS#11508,11936
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4/8/2024	173320	\$ 7.00	4/21/2024		Vehicle Inspection/FAS#13417
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Invoice Total

\$ 21.00

10349 - The Railroad Yard, Inc.

4/5/2024	0303859-IN	\$ 9,113.40	4/21/2024	PO - 42358	24" x .250-.312 Used Culvert, 2370USP - 158.20 LF @ \$57.6068 = \$9,113.40
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Location: Roberts Rd

4/5/2024	0303859-IN	\$ 14,446.60	4/21/2024	PO - 42358	36" x .375 Used Culvert, 2413USP - 242.80 LF at \$59.50 = \$14,446.60
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Location: Roberts Rd

Invoice Total

\$ 23,560.00

11389 - Huntsville A-1 Tire Repair, LLC

3/26/2024	56321	\$ 227.06	4/21/2024	PO - 41958	Vehicle repairs, parts and supplies - 10/1/23-9/30/24..
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3/28/2024	56349	\$ 49.51	4/21/2024	PO - 41958	Vehicle repairs, parts and supplies - 10/1/23-9/30/24..
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4/2/2024	56438	\$ 30.33	4/21/2024	PO - 41958	Vehicle repairs, parts and supplies - 10/1/23-9/30/24..
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11390 - Ellis D. Walker Trucking, LLC

3/26/2024	11395	\$ 2,362.94	4/21/2024	PO - 42004	Road Materials - 10/1/23-9/30/24..
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3/27/2024	11400	\$ 6,321.30	4/21/2024	PO - 42004	Road Materials - 10/1/23-9/30/24..
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3/28/2024	11401	\$ 1,180.19	4/21/2024	PO - 42004	Road Materials - 10/1/23-9/30/24..
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Walker County
Claims and Invoices Submitted for Payment

Page 25 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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11446 - Johnson Wrecker Service

4/16/2024	031924-01	\$ 360.00	4/21/2024	PO - 42006	Towing Service - 10/1/23-9/30/24..
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12499 - Vulcan Construction Materials, LLC

4/11/2024	62758251	\$ 1,533.27	4/21/2024	PO - 42009	Road Materials - 10/1/23-9/30/24.....
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13156 - Ernst, Rhonda

5/1/2024	E240501	\$ 10.00	5/1/2024		Parking Area Lease - 05/24
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13614 - Auto Parts of Huntsville, Inc

4/2/2024	598573	\$ 13.49	4/21/2024	PO - 41948	Operating Supplies - 10/1/23-9/30/24.
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4/10/2024	599983	\$ 158.99	4/21/2024	PO - 41948	Operating Supplies - 10/1/23-9/30/24.
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Road and Bridge Precinct 2 - Totals

\$ 36,116.29

82230-Road and Bridge Precinct 3

10036 - CenterPoint Energy

4/17/2024	31986573.2404	\$ 54.68	4/21/2024		Mo Svc - 03/12/24-04/09/24 2986 State Highway 19B
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10052 - Entergy

3/31/2024	137430310.2403	\$ 232.17	4/21/2024		Mo Svc 02/29/24-03/29/24- 2986 B Hwy 19
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10098 - Reliable Parts Co.

4/10/2024	002083495	\$ 201.38	4/21/2024	PO - 41914	Equipment parts and supplies- 10/1/23-9/30/24
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10103 - Ringo Tire & Service Center

4/9/2024	173336	\$ 7.00	4/21/2024		Vehicle Inspection/FAS#12508
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10143 - Walker County Hardware

4/9/2024	143304	(\$ 27.99)	4/21/2024		Ref PO#41919 - Credit Return Rain Wand
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3/20/2024	144300	\$ 159.99	4/21/2024	PO - 41919	Minor Equipment - 10/1/23 - 9/30/24.
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3/20/2024	144300	\$ 50.97	4/21/2024	PO - 41919	Operating Supplies- 10/1/23-9/30/24..
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Invoice Total \$ 210.96

4/10/2024	145108	\$ 5.94	4/21/2024	PO - 41919	Operating Supplies- 10/1/23-9/30/24..
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Walker County
Claims and Invoices Submitted for Payment

Page 26 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/10/2024 145148 \$ 40.07 4/21/2024 PO - 41919 Operating Supplies- 10/1/23-9/30/24..

10174 - Grainger

4/4/2024 9075830845 \$ 375.36 4/21/2024 PO - 42262 Operating supplies 12/15/23-9/30/24

10594 - P2 Emulsions

4/5/2024 24113 \$ 32,962.80 4/21/2024 PA - 2420 11,055 Gals P2 Stabilizer Asphalt Emulsion plus Demurrage x3 (after 2 free hours)

10788 - Daisy's Diner Country Store

4/13/2024 33278 \$ 159.84 4/21/2024 PO - 41896 Lunches for Paving Crews- 10/1/23-9/30/24

11389 - Huntsville A-1 Tire Repair, LLC

4/10/2024 56514 \$ 22.09 4/21/2024 PO - 41900 Vehicle repairs, parts and supplies- 10/1/23-9/30/24

11390 - Ellis D. Walker Trucking, LLC

3/27/2024 11398 \$ 827.36 4/21/2024 PO - 42011 Road Materials- 10/1/23-9/30/24

11446 - Johnson Wrecker Service

4/15/2024 031824 \$ 200.00 4/21/2024 PO - 41903 Towing Service- 10/1/23-9/30/24

4/15/2024 031924 \$ 200.00 4/21/2024 PO - 41903 Towing Service- 10/1/23-9/30/24

4/15/2024 032024 \$ 200.00 4/21/2024 PO - 41903 Towing Service- 10/1/23-9/30/24

4/15/2024 032624 \$ 400.00 4/21/2024 PO - 41903 Towing Service- 10/1/23-9/30/24

12490 - Cintas Corporation #2

4/3/2024 4188422853 \$ 6.18 4/21/2024 Mat Rentals

4/3/2024 4188422853 \$ 161.39 4/21/2024 PA - 2372 Uniform Service

Invoice Total \$ 167.57

4/10/2024 4189151196 \$ 6.18 4/21/2024 Mat Rentals

4/10/2024 4189151196 \$ 161.39 4/21/2024 PA - 2372 Uniform Service

Invoice Total \$ 167.57

13614 - Auto Parts of Huntsville, Inc



Walker County
Claims and Invoices Submitted for Payment

Page 27 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
3/20/2024	596279	\$ 85.99	4/21/2024		Ref PO# 41894 - Tailgate Air Cylinder Control Valves, Returned on Invoice 597182
3/25/2024	597182	(\$ 85.99)	4/21/2024	PO - 41894	Ref PO #41894 - Credit for Tailgate Air Cylinder Control Valves Ref Inv #596279
3/25/2024	597182	\$ 60.99	4/21/2024	PO - 41894	Vehicle parts and supplies- 10/1/23-9/30/24
	Invoice Total	(\$ 25.00)			
4/1/2024	598346	\$ 63.85	4/21/2024	PO - 41894	Operating Supplies- 10/1/23-9/30/24.
4/2/2024	598492	\$ 86.70	4/21/2024	PO - 41894	Operating Supplies- 10/1/23-9/30/24.
4/10/2024	599017	\$ 29.20	4/21/2024	PO - 41894	Equipment parts and supplies- 10/1/23-9/30/24
4/10/2024	599848	\$ 41.97	4/21/2024	PO - 41894	Operating Supplies- 10/1/23-9/30/24.
4/10/2024	599926	\$ 59.97	4/21/2024	PO - 41894	Operating Supplies- 10/1/23-9/30/24.
4/11/2024	600185	\$ 51.84	4/21/2024	PO - 41894	Equipment parts and supplies- 10/1/23-9/30/24
4/11/2024	600185	\$ 148.94	4/21/2024	PO - 41894	Oil, lubricants and fluids- 10/1/23-9/30/24.
	Invoice Total	\$ 200.78			
Road and Bridge Precinct 3 - Totals		\$ 36,950.26			
82240-Road and Bridge Precinct 4					
<u>10022 - Cleveland Asphalt</u>					
3/26/2024	27841	\$ 570.71	4/21/2024	PO - 42001	Road Materials- 10/1/23-9/30/24
4/16/2024	27848	\$ 534.29	4/21/2024	PO - 42001	Road Materials- 10/1/23-9/30/24
4/11/2024	27858	\$ 467.50	4/21/2024	PO - 42001	Road Materials- 10/1/23-9/30/24
4/3/2024	27871	\$ 588.93	4/21/2024	PO - 42001	Road Materials- 10/1/23-9/30/24
4/8/2024	27891	\$ 576.79	4/21/2024	PO - 42001	Road Materials- 10/1/23-9/30/24
<u>10052 - Entergy</u>					
3/31/2024	141308965.2403	\$ 277.30	4/21/2024		Mo Svc 02/26/24-03/26/24- 9368 SH 75S
<u>10078 - McCoy's Building Supply Center</u>					



Walker County
Claims and Invoices Submitted for Payment

Page 28 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/9/2024 4300996 \$ 46.78 4/21/2024 PO - 41941 Operating Supplies 10/1/23-9/30/24

10098 - Reliable Parts Co.

3/23/2024 002082259 \$ 41.16 4/21/2024 PO - 41935 Vehicles repair parts and supplies 10/1/23-9/30/24.

3/29/2024 002082717 \$ 78.71 4/21/2024 PO - 41935 Vehicles repair parts and supplies 10/1/23-9/30/24.

4/1/2024 002082838 \$ 5.31 4/21/2024 PO - 41935 Vehicles repair parts and supplies 10/1/23-9/30/24.

10143 - Walker County Hardware

4/9/2024 145117 \$ 6.93 4/21/2024 PO - 41933 Operating Supplies 10/1/23-9/30/24

10323 - Mason Davis Hardware, LLC

4/17/2024 1483 \$ 27.37 4/21/2024 FAS#12429 - Chain Hooks x3

4/17/2024 1483 \$ 40.66 4/21/2024 PA - 2337 FAS#12871 - Oil x2, Air Filter, Sea Foam

4/17/2024 1483 \$ 175.81 4/21/2024 Pickup Grabber, Vise Grip, 55 DL Chain x2, A23 Battery, Bolts, Box Screws, Velcro

Invoice Total \$ 243.84

10547 - Mustang Cat

4/17/2024 PART6565349 \$ 67.22 4/21/2024 PO - 41942 Equipment Repair parts and supplies 10/1/23-9/30/24

11389 - Huntsville A-1 Tire Repair, LLC

3/23/2024 56281 \$ 47.38 4/21/2024 PA - 2343 FAS#10365 - Air Hose, Brake Chamber

4/3/2024 56449 \$ 85.00 4/21/2024 PA - 2343 FAS#10365 - Tire Repair x2, Shop Supplies

12499 - Vulcan Construction Materials, LLC

4/12/2024 62760557 \$ 1,007.49 4/21/2024 PA - 2423 28.38 Tons 2.0 SACK Cement Stabilized Sand

12702 - Barsh Auto, LLC

4/16/2024 1011388 \$ 7.00 4/21/2024 State Inspection/FAS#10195

4/16/2024 1011388 \$ 7.00 4/21/2024 State Inspection/FAS#10381

Invoice Total \$ 14.00

4/16/2024 1011884 \$ 7.00 4/21/2024 State Inspection/FAS#12650



Walker County
Claims and Invoices Submitted for Payment

Page 29 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/15/2024	1012764	\$ 108.16	4/21/2024	PA - 2331	FAS#12629 - Change Engine Oil and Filter, Lube Chassis
<u>eser, Bonner</u>					
4/2/2024	106113	\$ 5,445.00	4/21/2024	PA - 2342	FAS#10365 - Replace all 4 Rear Brake Shoes, Brake Drums Hardware and Slack Adjusters plus Brake Chamber, Replace Front Brake Shoes Hardware and Wheel Seals, Replace Air Brake Compressor and Air Governor, Electrical Replace Key Switch, Cluster Circuit Boar
<u>n Coast Resources, LLC</u>					
4/2/2024	97341443	\$ 1,688.49	4/21/2024	PO - 41936	Fuel 10/1/23-9/30/24
<u>lker County Transmissions/WC Auto</u>					
4/16/2024	21459	\$ 106.49	4/21/2024	PO - 41930	Vehicle Repairs - 10/1/23-9/30/24
<u>o Parts of Huntsville, Inc</u>					
3/22/2024	596764	\$ 22.03	4/21/2024		Drill Bit Cobalt Fractional 9/64", Drill Bit Cobalt Fractional 1/4", Drill Bit Cobalt Fractional 5/16"
3/22/2024	596764	\$ 125.10	4/21/2024	PA - 2330	FAS#10365 - Gear Oil, Valvoline Multi-Purpose Grease - 1 Lb x2, Brass Manifold Wing Nut x7
Invoice Total		\$ 147.13			
Precinct 4 - Totals		\$ 12,161.61			
<u>uthern Tire Mart, LLC</u>					
4/11/2024	4590127318	\$ 2,580.96	4/21/2024	PO - 42370	Tires - 275/55R20 Firehawk PRST F008921
<u>arlie's Used Cars, LLC</u>					
4/16/2024	890194	\$ 7.00	4/21/2024		State Inspection/FAS#13166
<u>blem Enterprises, Inc.</u>					
4/16/2024	913605	\$ 23.80	4/21/2024	PO - 42294	Shipping
4/16/2024	913605	\$ 238.00	4/21/2024	PO - 42294	Stars - Med Gold/Navy - 1x1
Invoice Total		\$ 261.80			
<u>o Parts of Huntsville, Inc</u>					
3/19/2024	596058	\$ 95.88	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24



Walker County
Claims and Invoices Submitted for Payment

Page 30 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
3/25/2024	597041	\$ 60.00	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
3/25/2024	597054	\$ 20.18	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
3/25/2024	597101	\$ 104.48	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
4/4/2024	598867	\$ 6.57	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
4/4/2024	598893	\$ 55.25	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
4/8/2024	599663	(\$ 160.09)	4/21/2024		FAS#12717/REF PO 41840 2YR Warranty Battery Credit, Core Deposit Credit, Even exchange on warranty 0 cost
4/8/2024	599663	\$ 160.09	4/21/2024		FAS#12717/REF PO 41840 2YR Warranty Battery, Core Deposit, Purchase Date 04/01/23
Invoice Total		\$ 0.00			
4/15/2024	600702	\$ 60.69	4/21/2024	PO - 41840	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
<u>13856 - Optimum</u>					
4/11/2024	07707154276015. 0424	\$ 95.29	4/21/2024		Monthly Service - 04/05/24-05/04/24
<u>14173 - Vohne Liche Kennels, Inc.</u>					
4/11/2024	19494	\$ 30.00	4/21/2024	PO - 42351	.38 special blankbullets
4/11/2024	19494	\$ 7.00	4/21/2024	PO - 42351	2 quart stainless steel bowl
4/11/2024	19494	\$ 8.00	4/21/2024	PO - 42351	3 quart stainless steel bowl
4/11/2024	19494	\$ 24.00	4/21/2024	PO - 42351	30' black long line lead
4/11/2024	19494	\$ 22.00	4/21/2024	PO - 42351	6'x3/4 black leather lead
4/11/2024	19494	\$ 100.00	4/21/2024	PO - 42351	Black leather muzzle-medium
4/11/2024	19494	\$ 25.00	4/21/2024	PO - 42351	Black leather tracking collar 22"
4/11/2024	19494	\$ 6.00	4/21/2024	PO - 42351	Choke chain 20"
4/11/2024	19494	\$ 6,000.00	4/21/2024	PO - 42351	Dual Purpose Narcotic Detector Dog 6-week class
4/11/2024	19494	\$ 11,000.00	4/21/2024	PO - 42351	Dual purpose pre-trained narcotics dog, titled.
4/11/2024	19494	\$ 2,255.00	4/21/2024	PO - 42351	Housing



Walker County
Claims and Invoices Submitted for Payment

Page 31 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/11/2024	19494	\$ 95.00	4/21/2024	PO - 42351	K-9 #500 vari-kennel-gently used
4/11/2024	19494	\$ 118.00	4/21/2024	PO - 42351	Kinetic 30k power dog, 35#
4/11/2024	19494	\$ 400.00	4/21/2024	PO - 42351	Pro 550 e-collar
4/11/2024	19494	\$ 7.00	4/21/2024	PO - 42351	slicker brush
4/11/2024	19494	\$ 8.00	4/21/2024	PO - 42351	Tan 1" leather collar
4/11/2024	19494	\$ 180.00	4/21/2024	PO - 42351	Viper right bite sleeve
4/11/2024	19494	\$ 55.00	4/21/2024	PO - 42351	VLK patrol double girth harness, blk label
Invoice Total		\$ 20,340.00			
		\$ 23,688.10			
Commissary					
Optimum					
4/11/2024	07707154276015.0424	\$ 393.85	4/21/2024		Monthly Service - 04/05/24-05/04/24
4/11/2024	07707154276015.0424	\$ 13.10	4/21/2024		Monthly Service - 04/05/24-05/04/24
Invoice Total		\$ 406.95			
Commissary Operations - Totals		\$ 406.95			
Criminal					
Awins Group Benefits LLC					
4/11/2024	AM052024	\$ 1,106.30	4/21/2024		May 2024 Monthly Premiums
Totals		\$ 1,106.30			
General					
Federal Express Corporation					
4/9/2024	8-452-48030	\$ 20.96	4/21/2024		Acct#1273-1435-7/Shipping 03/20-21/24
4/4/2024	8-459-85313	\$ 12.88	4/21/2024		Acct#1273-1435-7/Shipping 03/28/24
Energy					
3/31/2024	135944809.2403	\$ 187.47	4/21/2024		Mo Svc 02/09/24-03/11/24- 119 Sh 75N SPC 300
Yosko, Laura R					
4/9/2024	K-1417	\$ 99.00	4/21/2024		Per Diem/Fredericksburg, TX - 03/06-08/24



Walker County
Claims and Invoices Submitted for Payment

Page 32 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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10815 - Brionez, Jay

4/9/2024	K-1409	\$ 79.00	4/21/2024		Per Diem/Brazoria County, TX - 03/24-25/24
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11573 - Monjaras, Tia

4/9/2024	K-1416	\$ 99.00	4/21/2024		Per Diem/Fredericksburg, TX - 03/06-08/24
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11816 - Texas Department of Motor Vehicles

4/12/2024	10393.24	\$ 7.50	4/21/2024		Alias Registration/2FAHP71V49X118672
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4/12/2024	12406.24	\$ 7.50	4/21/2024		Alias Registration/1G1ZB5ST1GF315847
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12183 - Choate, Jack

4/9/2024	K-1418	\$ 99.00	4/21/2024		Per Diem/Fredericksburg, TX - 03/06-08/24
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13550 - McGuire, Jeffrey

4/9/2024	K-1414	\$ 46.66	4/21/2024		Reimbursement for Fuel - FAS#10393 - 03/28/24 Card Declined - PIN# needed to be updated.
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13617 - English, Tim

4/9/2024	K-1412	\$ 118.00	4/21/2024		Per Diem/Hawley, Amarillo, Hartley County, TX - 03/24-25/24
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13856 - Optimum

4/11/2024	07707154276015. 0424	\$ 146.15	4/21/2024		Monthly Service - 04/05/24-05/04/24
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13925 - McKinnon, Natalie

4/9/2024	K-1410	\$ 79.00	4/21/2024		Per Diem/Brazoria County, TX - 03/24-25/24
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14008 - Quisenberry, Eric

4/9/2024	K-1405	\$ 295.00	4/21/2024		Per Diem/Dalhart, Childress, Amarillo, TX - 03/24-28/24
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SPU - State General Allocation - Totals **\$ 1,297.12**

35040-SPU Civil Division

10795 - Faseler, Erin K

4/9/2024	K-1407	\$ 236.00	4/21/2024		Per Diem/Potter County, TX - 03/18-21/24
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Walker County
Claims and Invoices Submitted for Payment

Page 33 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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11317 - Matlak, Tara

4/9/2024	K-1404	\$ 197.00	4/21/2024		Per Diem/Medina County, TX - 03/03-06/24
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11732 - Dictson, Deborah

4/9/2024	K-1408	\$ 192.00	4/21/2024		Per Diem/Odessa, TX - 03/25-27/24
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11816 - Texas Department of Motor Vehicles

4/12/2024	12338.24	\$ 7.50	4/21/2024		Alias Registration/2CNFLDE56B6429534
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12644 - Waller, Sarah

4/9/2024	K-1406	\$ 320.00	4/21/2024		Per Diem/Odessa, Ector County, TX - 03/24-28/24
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13856 - Optimum

4/11/2024	07707154276015. 0424	\$ 281.20	4/21/2024		Monthly Service - 04/05/24-05/04/24
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13991 - Maddox-Bennett, Peyton

4/9/2024	K-1411	\$ 158.00	4/21/2024		Per Diem/Fort Worth, TX - 03/03-05/24
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SPU Civil Division - Totals **\$ 1,391.70**

35050-SPU Juvenile Division

10038 - Federal Express Corporation

4/9/2024	8-452-35823	\$ 13.87	4/21/2024		Acct#4451-7652-4/Shipping-03/25/24
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10052 - Entergy

3/31/2024	136069523.2403	\$ 84.86	4/21/2024		Mo Svc 02/09/24-03/11/24- 119 SH 75N Spc 800
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11864 - Whitley, Greg

4/9/2024	K-1419	\$ 256.00	4/21/2024		Per Diem/Fredericksburg, TX - 03/04-08/24
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4/9/2024	K-1420	\$ 177.00	4/21/2024		Per Diem/Hidalgo, TX - 03/26-28/24
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SPU Juvenile Division - Totals **\$ 531.73**

**70020-Texas AgriLife Extension
Service**

10868 - Cryer, Meredith Henry



Walker County
Claims and Invoices Submitted for Payment

Page 34 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/11/2024	K-1423	\$ 910.18	4/21/2024		Per Diem/Lodging/Miles 477.0/Fredericksburg, TX - 03/19-22/24
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13923 - Sugg, James

4/16/2024	K-1439	\$ 170.18	4/21/2024		Miles 254.0/Anahuac, TX - 04/10-11/24
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4/16/2024	K-1439	\$ 80.00	4/21/2024		Registration-ANR Spring Retreat - Anahuac, TX - 04/10-11/24
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Invoice Total **\$ 250.18**

Texas AgriLife Extension Service - Totals **\$ 1,160.36**

21010-Vehicle Registration

13796 - ODP Business Solutions, LLC

3/26/2024	356472232001	\$ 411.92	4/21/2024	PO - 42166	Office Supplies 10/1/2023 - 9/30/2024
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Vehicle Registration - Totals **\$ 411.92**

**46500-Walker County Central
Dispatch Services**

10052 - Entergy

3/31/2024	141614206.2403	\$ 135.35	4/21/2024		Mo Svc 02/09/24-03/11/24- 717 FM 2821 Rd W
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10269 - AT&T

4/17/2024	436-4900.040924	\$ 53.63	4/21/2024		Monthly Service - 04/09/24-05/08/24
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14189 - Calvillo, Cynthia

4/16/2024	K-1438	\$ 227.80	4/21/2024		Miles 340.0/Spring, TX - 3/29/23, 3/30/24, 3/31/24
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Walker County Central Dispatch Services - Totals **\$ 416.78**

**46100-Walker County EMS -
Emergency Services**

10052 - Entergy

3/31/2024	137702163.2403	\$ 353.84	4/21/2024		Mo Svc 02/16/24-03/18/24- 230 SH 19
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10073 - Linde Gas & Equipment, Inc.

4/11/2024	42237856	\$ 214.85	4/21/2024	PO - 42036	Medical Supplies- 10/1/23-9/30/24
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10268 - Zoll Medical Corporation

4/16/2024	3937691	\$ 1,611.00	4/21/2024	PO - 42043	Medical Supplies- 10/1/23-9/30/24.
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10269 - AT&T



Walker County
Claims and Invoices Submitted for Payment

Page 35 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/11/2024	435-2474.040124	\$ 172.25	4/21/2024		Monthly Service - 04/01-30/24
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4/17/2024	436-4900.040924	\$ 47.63	4/21/2024		Monthly Service - 04/09/24-05/08/24
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10326 - Wiesner, Inc. - Huntsville

4/2/2024	PNCS445637	\$ 110.22	4/21/2024	PO - 42060	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
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4/15/2024	PNCS446008	\$ 110.22	4/21/2024	PO - 42060	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
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10345 - Bill Fick Ford

4/2/2024	47532FOW	\$ 33.56	4/21/2024	PO - 42056	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
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4/15/2024	FOCS392909	\$ 183.96	4/21/2024	PO - 42056	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
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4/15/2024	FOCS393029	\$ 165.00	4/21/2024	PO - 42056	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
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4/9/2024	FOCS394214	\$ 477.85	4/21/2024	PO - 42056	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
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10361 - Bound Tree Medical LLC

4/15/2024	85264120	\$ 818.70	4/21/2024	PO - 42045	Medical Supplies- 10/1/23-9/30/24 - Non-bid items. Buyboard for items not on Midlothian.
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4/15/2024	85264120.	\$ 2,729.82	4/21/2024	PA - 2401	Acetaminophen 325mg 10.15ml 30 doses per box, Aspirin 81mg 36/Bottle x12, Electrodes, BlueSensor R, Adult, Foam 25/PK 40PK/CS x4,Blood Glucose Test Strips50/btl/bx 12/cs x2, Curaplex IV Catheter, CuraSlide, 18 ga x 1 1/4 in, Safety 50ea/bx 4bx/cs, Curaplex
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4/15/2024	85271491	\$ 179.96	4/21/2024	PO - 42045	Medical Supplies- 10/1/23-9/30/24 - Non-bid items. Buyboard for items not on Midlothian.
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4/15/2024	85281465	\$ 80.25	4/21/2024	PO - 42045	Medical Supplies- 10/1/23-9/30/24 - Non-bid items. Buyboard for items not on Midlothian.
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4/15/2024	85281466	\$ 80.25	4/21/2024	PO - 42045	Medical Supplies- 10/1/23-9/30/24 - Non-bid items. Buyboard for items not on Midlothian.
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4/5/2024	85304887	\$ 191.71	4/21/2024	PO - 42045	Medical Supplies- 10/1/23-9/30/24 - Non-bid items. Buyboard for items not on Midlothian.
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Walker County
Claims and Invoices Submitted for Payment

Page 36 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
4/5/2024	85304887.	\$ 4,147.23	4/21/2024	PA - 2401	Flex-All splint, orange, bendable foam and aluminum splint, 4 in. x 36 in. rolled x10, Ointment Triple Antibiotic .5gm 10/bx 30 bx/cs x5, ET Tube Introducer Pediatric 10 FR x 70 CM W/Coude Tip 10ea/Bx, IV Admin Set, 10 Drp, 10 Drp. 83in Pre-Prd Y-Site Ne
4/8/2024	85306390	\$ 184.40	4/21/2024	PA - 2401	Gloves, Supreno EC, XL, Nitrile, Powder Free, Extended Cuff 50/bx 10bx/cs x2

13416 - Emergicon, LLC

4/17/2024	14881	\$ 23,678.32	4/21/2024		Monthly Commissions - January 2024
4/17/2024	14912	\$ 13,217.95	4/21/2024		Monthly Commissions - February 2024

13571 - Impact Promotional Services, LLC

3/29/2024	INV85559	\$ 266.96	4/21/2024	PO - 42037	Uniforms- 10/1/23-9/30/24
3/29/2024	INV85561	\$ 310.20	4/21/2024	PO - 42037	Uniforms- 10/1/23-9/30/24
3/29/2024	INV85562	\$ 206.48	4/21/2024	PO - 42037	Uniforms- 10/1/23-9/30/24
3/29/2024	INV85564	\$ 27.19	4/21/2024	PO - 42037	Uniforms- 10/1/23-9/30/24
4/2/2024	INV85806	\$ 76.43	4/21/2024	PO - 42037	Uniforms- 10/1/23-9/30/24
4/8/2024	INV86342	\$ 162.78	4/21/2024	PO - 42037	Uniforms- 10/1/23-9/30/24

13614 - Auto Parts of Huntsville, Inc

3/28/2024	597810	\$ 26.26	4/21/2024	PO - 42039	Vehicle repairs, parts and supplies- 10/1/23-9/30/24
4/4/2024	598895	\$ 25.98	4/21/2024	PO - 42039	Vehicle repairs, parts and supplies- 10/1/23-9/30/24

13796 - ODP Business Solutions, LLC

3/21/2024	358825992001	\$ 21.99	4/21/2024	PA - 2375	Advantus DIY - Laminated polyvinyl chloride (PVC) - white - 2.1 in x 3.4 in 100 card(s) ID cards x pack
3/21/2024	358832507001	\$ 699.09	4/21/2024	PA - 2375	IDP SMART-21S Desktop Color ID Card Printer Kit

13856 - Optimum



Walker County
Claims and Invoices Submitted for Payment

Page 37 of 37

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
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4/11/2024	07707154276015.0424	\$ 270.59	4/21/2024		Monthly Service - 04/05/24-05/04/24
4/11/2024	07707154276015.0424	\$ 66.15	4/21/2024		Monthly Service - 04/05/24-05/04/24
4/11/2024	07707154276015.0424	\$ 86.20	4/21/2024		Monthly Service - 04/05/24-05/04/24
Invoice Total		\$ 422.94			

Walker County EMS - Emergency Services - Totals **\$ 51,035.27**

45020-Weigh Station Utilites and Services

10052 - Entergy

3/31/2024	134544790.2403	\$ 409.32	4/21/2024		Mo Svc 02/26/24-03/26/24- 1425 IH 45
3/31/2024	142253384.2403	\$ 75.03	4/21/2024		Mo Svc 02/26/24-03/25/24- 1425 IH 45 Scales

10718 - DISH Network Services, LLC

4/18/2024	84961429.041624	\$ 58.67	4/21/2024		Monthly Service - 05/01-30/24
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12203 - Frontier Communications of Texas

4/11/2024	344-8553-040724	\$ 343.55	4/21/2024		Monthly Service - 04/07/24-05/06/24
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13654 - Honey Bucket


4/4/2024	0554095476	\$ 80.00	4/21/2024		Monthly Service - 04/04/24-05/01/24, 3179 I45 S
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Weigh Station Utilites and Services - Totals **\$ 966.57**

Report Totals		\$ 943,157.61			
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MEMORANDUM

TO: Aron Kulhavy, Huntsville City Manager
Colt Christian, Walker County Commissioner's Court

FROM: Greg Mathis, Fire Chief 

DATE: 03/02/2024

SUBJECT: Report of Fires and Calls Answered - March 2024

	This Month	FY 23/24 YTD	FY 22/23 YTD	FY 21/22 YTD
Total number of calls answered:	153	918	827	765
Number inside city limits	142	828	731	659
Number outside city limits	11	90	96	106
Number in West District	2	14	20	31
Main alarms answered:	11	70	110	120
Number inside city limits	7	64	76	81
Number outside city limits	4	26	34	39
Number in West District	0	1	4	6
Burning Permits Issued	91	487	398	395
Inspections Made	7	53	70	279
Presentations Made	3	29	33	13
People Present (Presentations)	180	3018	7396	1025
Training Hours Completed	429.30	2109.6	2262	1911.5

Huntsville Fire Department

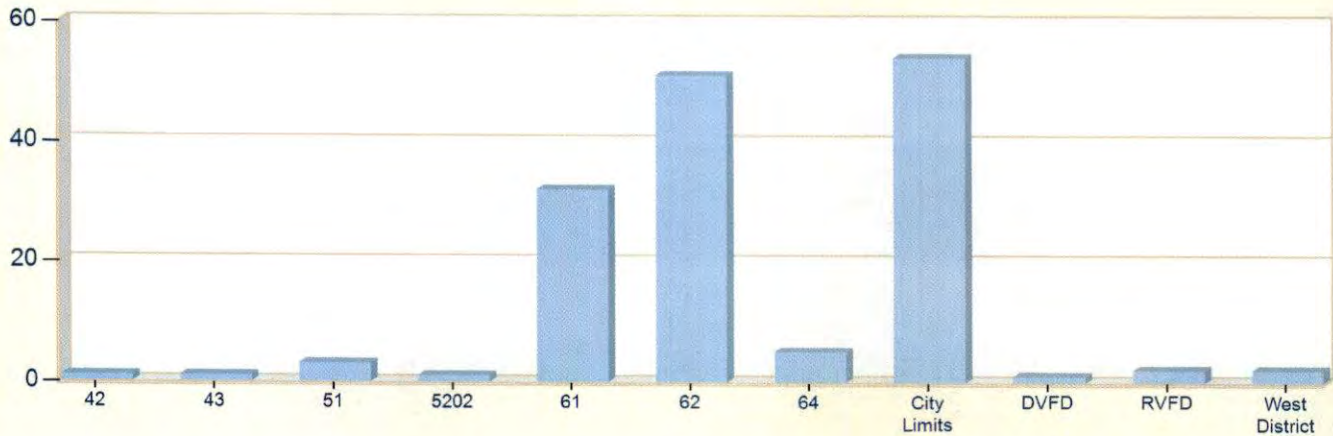
Huntsville, TX

This report was generated on 4/8/2024 10:22:34 AM



Incident Type Count per Zone for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024



ZONES	INCIDENT TYPE	COUNT
42 - CPVFD		
	611 - Dispatched & cancelled en route	1
	Total Incidents for 42 - CPVFD:	1
43 - CPVFD		
	322 - Motor vehicle accident with injuries	1
	Total Incidents for 43 - CPVFD:	1
51 - RVFD		
	311 - Medical assist, assist EMS crew	2
	611 - Dispatched & cancelled en route	1
	Total Incidents for 51 - RVFD:	3
5202 - DVFD		
	611 - Dispatched & cancelled en route	1
	Total Incidents for 5202 - DVFD:	1
61 - HFD		
	131 - Passenger vehicle fire	2
	141 - Forest, woods or wildland fire	1
	311 - Medical assist, assist EMS crew	1
	322 - Motor vehicle accident with injuries	3
	324 - Motor vehicle accident with no injuries.	3
	412 - Gas leak (natural gas or LPG)	2
	440 - Electrical wiring/equipment problem, other	1

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 1404
Page # 1 of 3

ZONES	INCIDENT TYPE	COUNT
	442 - Overheated motor	1
	511 - Lock-out	1
	550 - Public service assistance, other	1
	611 - Dispatched & cancelled en route	3
	622 - No incident found on arrival at dispatch address	2
	651 - Smoke scare, odor of smoke	1
	700 - False alarm or false call, other	1
	730 - System malfunction, other	5
	733 - Smoke detector activation due to malfunction	3
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for 61 - HFD:</i>	32
62 - HFD		
	151 - Outside rubbish, trash or waste fire	1
	311 - Medical assist, assist EMS crew	2
	322 - Motor vehicle accident with injuries	9
	324 - Motor vehicle accident with no injuries.	8
	411 - Gasoline or other flammable liquid spill	1
	531 - Smoke or odor removal	1
	553 - Public service	1
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	13
	631 - Authorized controlled burning	1
	632 - Prescribed fire	1
	700 - False alarm or false call, other	1
	733 - Smoke detector activation due to malfunction	3
	735 - Alarm system sounded due to malfunction	2
	743 - Smoke detector activation, no fire - unintentional	3
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for 62 - HFD:</i>	51
64 - HFD		
	322 - Motor vehicle accident with injuries	1
	412 - Gas leak (natural gas or LPG)	1
	611 - Dispatched & cancelled en route	2
	733 - Smoke detector activation due to malfunction	1
	<i>Total Incidents for 64 - HFD:</i>	5
City Limits - City Limits		

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



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Doc Id: 1404
Page # 2 of 3

ZONES	INCIDENT TYPE	COUNT
	111 - Building fire	2
	118 - Trash or rubbish fire, contained	1
	131 - Passenger vehicle fire	2
	311 - Medical assist, assist EMS crew	7
	321 - EMS call, excluding vehicle accident with injury	4
	322 - Motor vehicle accident with injuries	5
	323 - Motor vehicle/pedestrian accident (MV Ped)	2
	324 - Motor vehicle accident with no injuries.	5
	353 - Removal of victim(s) from stalled elevator	1
	460 - Accident, potential accident, other	1
	511 - Lock-out	1
	522 - Water or steam leak	1
	550 - Public service assistance, other	1
	551 - Assist police or other governmental agency	1
	561 - Unauthorized burning	1
	611 - Dispatched & cancelled en route	9
	631 - Authorized controlled burning	2
	651 - Smoke scare, odor of smoke	1
	711 - Municipal alarm system, malicious false alarm	2
	733 - Smoke detector activation due to malfunction	2
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	2
	<i>Total Incidents for City Limits - City Limits:</i>	54
DVFD - DVFD		
	322 - Motor vehicle accident with injuries	1
	<i>Total Incidents for DVFD - DVFD:</i>	1
RVFD - RVFD		
	151 - Outside rubbish, trash or waste fire	1
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for RVFD - RVFD:</i>	2
West District - West District		
	143 - Grass fire	1
	500 - Service Call, other	1
	<i>Total Incidents for West District - West District:</i>	2
Total Count for all Zone:		153

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



WALKER COUNTY FACILITY USE POLICY

Application No. FR 2024-41

Facility Requested: Gazebo

Date Requested: 7/3/2024

Time(s): 10:00 a.m.

The facility will be used for the following purpose(s):

Reading declaration of Independence in honor of July 4, 2024

It is hereby understood and agreed that the below named individual or organization(s) will assume responsibility for the repair or replacement of any Walker County premises and/or equipment which might be damaged during the license period. It is also understood that the security deposit may be forfeited for failure to comply with the Walker County Facility Use Policy.

Licensee: Wyvonne Martin

Signed by: Wyvonne I. Martin

Printed Name: Wyvonne I. Martin

Phone: [REDACTED]

Address: [REDACTED]

Rental Fee: _____

Deposit: _____

Please return forms and fees to: Ali Hargis at ahargis@co.walker.tx.us

Walker County, Office of the County Judge, 1100 University Ave., Huntsville, Texas, 77340.

For Office Use Only

Date Received: _____

By: _____

Court Approval date: _____

Request: _____ Approved _____ Denied

Special Requirements:

PROCLAMATION 2024-54
Juror Appreciation Month

WHEREAS, the role of a juror is an important and unique part of our judicial system;
and

WHEREAS, we are encouraged to respond when summoned to jury duty,
participating in one of our core values, the right to trial by a jury of one's peers;
and

WHEREAS, Walker County courts depend upon residents to serve as jurors to offer
fair and impartial decisions within our judicial system; and

WHEREAS, the responsibility of jury service is shared fairly by supporting employees
who are called upon to serve as jurors; and

WHEREAS, Walker County recognizes the vital role played by residents who take
time away from their families, businesses, and jobs to serve as jurors; and

NOW, THEREFORE, we, Walker County Commissioners' Court do hereby proclaim

May 2024
As
Juror Appreciation Month

And honor the efforts and sacrifices made by Walker County residents for
performing their civic duty as jurors to the 12th and 278th District Courts and to the
County Court at Law.

Thank you for your service, signed this _____ day of April, 2024.

Colt Christian, County Judge

Danny Kuykendall
Commissioner Precinct 1

Ronnie White
Commissioner Precinct 2

Bill Daugette
Commissioner Precinct 3

Brandon Decker
Commissioner Precinct 4

Approved as to form:

Kari French
County Clerk



SOIL & WATER STEWARDSHIP WEEK PROCLAMATION

WHEREAS, fertile soil and clean water provide us with our daily sustenance, and

WHEREAS, effective conservation practices have helped provide us a rich standard of living, and

WHEREAS, our security depends upon healthy soil and clean water, and

WHEREAS, stewardship calls for each person to help conserve these precious resources,

Therefore, I, do hereby proclaim the week of April 28– May 5, 2024 as Texas Soil and Water Stewardship Week.

NAME, TITLE

DATE SIGNED



TEXAS STATE
Soil & Water
CONSERVATION BOARD

Proclamation 2024-56
National Day of Prayer

WHEREAS, Thursday, May 2, 2024, marks the 73rd observance of the National Day of Prayer for America; and

WHEREAS, throughout the history of this nation, in periods of joy and in moments of sorrow, many have turned to prayer, for guidance, to give thanks and to seek solace; and

WHEREAS, prayer plays a powerful role in the lives of people of all cultures, religions and backgrounds and serves as a source of moral and spiritual guidance; and

WHEREAS, we are united in exercising the freedom we have to gather in prayer to seek guidance, protection and purpose for the benefit of every individual; and

WHEREAS, we join in prayer to reaffirm our course as a democratic nation with the promise of liberty and justice for all; and

NOW, THEREFORE, Walker County Commissioners Court does hereby proclaim:

Thursday, May 2, 2024, as
National Day of Prayer

In commemoration of this event, we urge all residents of Walker County to pray for the unity of all mankind and to continue to pray for our City, State and our Nation.

Signed this 22nd day of April, 2024.

Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Ronnie White
Commissioner, Precinct 2

Bill Daugette
Commissioner, Precinct 3

Brandon Decker
Commissioner, Precinct 4

WALKER COUNTY FACILITY USE POLICY

Application No. FR 2024-58

Facility Requested: Flags around Courthouse

Date Requested: August 30, 2024
Sept. 6, October 4, 18, 2024
November 8, 2024

Time(s): @ 10pm day before requested date and picked up
seven Saturday morning after date requested.

The facility will be used for the following purpose(s):

Display Huntsville, Hornet flags around courthouse.

It is hereby understood and agreed that the below named individual or organization(s) will assume responsibility for the repair or replacement of any Walker County premises and/or equipment which might be damaged during the license period. It is also understood that the security deposit may be forfeited for failure to comply with the Walker County Facility Use Policy.

Licensee: Huntsville Hornet Quarterback Signed by: JMolter
Booster Club

Printed Name: Jennifer Harrison Phone: [REDACTED]

Address: [REDACTED]

Rental Fee: _____ Deposit: _____

Please return forms and fees to: Ali Hargis at ahargis@co.walker.tx.us

Walker County, Office of the County Judge, 1100 University Ave., Huntsville, Texas, 77340.

For Office Use Only

Date Received: April 17, 2024 By: AHargis

Court Approval date: _____ Request: _____ Approved _____ Denied _____

Special Requirements:

Treasurer

Monthly Report

For the Period February 01, 2024, thru February 29, 2024

Amy Klawinsky, County Treasurer

Date: _____

ORDER NO. 2024-59

**AN ORDER ACCEPTING THE REPORT SUBMITTED BY THE COUNTY TREASURER FOR THE
PERIOD FEBRUARY 1, 2024 THRU FEBRUARY 29, 2024**

BE IT ORDERED BY THE COMMISSIONERS' COURT OF WALKER COUNTY TEXAS, that:

- WHEREAS, LGC §114.026(a) requires that the County Treasurer at least once at month at a regular term of the commissioner court make a detailed report of (1) money received and disbursed, (2) debts due and owed by the county, and (3) all other proceedings in the treasurer's office.
- WHEREAS, LGC §114.026(c) requires that 'after the commissioners court has compared and examined the treasurer's report and has determined the report is correct, the court shall enter an order in its minutes approving the report'.
- WHEREAS, LGC §114.026(d) requires that 'before the adjournment of a regular term of the commissioners court, the county judge and each county commissioner shall give an affidavit stating that the requirement of subsection (c) have been met at that term'.
- WHEREAS, In accordance with Local Government Code §114.026, the County Treasurer has submitted a report that details money received and disbursed. The report submitted by County Treasurer states that \$ _100.00_ are on hand in the office of the county treasurer for the report period that is not in the county investment accounts or county depository. The amount reported by the County Treasurer by fund of the cash received for the report period is attached as Exhibit A. The amount reported by the County Treasurer by fund of the cash disbursements for the report period is attached as Exhibit B. The debt schedule at the end of the period is Exhibit C. A summary of all transactions in bank and investments is Exhibit D.

PASSED AND APPROVED on this ____ day of _____, 2024 affirming that LGC §114.026(c) has been met and orders publication of the affidavit on the website of Walker County.

Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Ronnie White
Commissioners, Precinct 2

Bill Daugette
Commissioner, Precinct 3

Brandon Decker
Commissioner, Precinct 4

Attest: Kari A. French
County Clerk

Approved as to form: Will Durham
District Attorney

Walker County Fund Balance February 2024

Fund	Fund name	BeginFundBalance	Revenues	Expenditures	TransfersIn	TransfersOut	EndingFundBalance
101	General Fund	17,924,690.01	6,834,528.62	1,994,356.47	0.00	194,741.00	22,570,121.16
105	General Projects Fund	5,829,204.28	24,395.35	122,224.06	0.00	0.00	5,731,375.57
115	General Capital Projects Fund	5,859,577.88	24,791.18	0.00	0.00	0.00	5,884,369.06
119	ARP Relief/Recovery Fund	973,306.70	3,956.73	205,608.47	0.00	0.00	771,654.96
180	Public Safety Seized Money Fund	0.00	0.00	0.00	0.00	0.00	0.00
185	Healthy County Initiative Fund	18,204.83	1,336.87	0.00	0.00	0.00	19,541.70
192	Debt Service Fund	982,591.90	431,011.80	0.00	0.00	0.00	1,413,603.70
220	Road and Bridge Fund	5,709,936.93	1,720,686.54	711,798.10	150,000.00	0.00	6,868,825.37
301	Walker County Emergency Medical Services (EMS) Fund	4,565,726.85	817,059.79	335,170.51	0.00	0.00	5,047,616.13
473	AutoTheft Task Force	-3,886.37	11,211.76	7,325.39	0.00	0.00	0.00
474	District Attorney Victim Assistance Coord	-6,085.22	0.00	5,671.09	0.00	0.00	-11,756.31
481	Grant-Jag	-3,196.05	0.00	0.00	0.00	0.00	-3,196.05
488	CDBG Grants	0.00	121,691.30	125,541.30	0.00	0.00	-3,850.00
511	County Records Management and Preservation Fund	3,703.38	247.17	0.00	0.00	0.00	3,950.55
512	County Records Preservation II Fund	68,513.57	389.90	0.00	0.00	0.00	68,903.47
515	County Clerk Records Management and Preservation Fund	366,287.83	10,778.88	11,914.05	0.00	0.00	365,152.66
516	County Clerk Records Archive Fund	316,831.40	9,047.90	0.00	0.00	0.00	325,879.30
517	Court Facilities Fund-SB41	44,809.95	2,020.15	0.00	0.00	0.00	46,830.10
518	District Clerk Records Management and Preservation Fund	71,442.85	2,182.91	0.00	0.00	0.00	73,625.76
519	District Clerk Rider Fund	75,098.08	7,154.90	19,263.42	0.00	0.00	62,989.56
520	District Clerk Archive Fund	6,111.54	55.47	0.00	0.00	0.00	6,167.01
523	County Jury Fee Fund	1,351.45	92.91	0.00	0.00	0.00	1,444.36
524	County Jury Fund-SB41	17,746.40	967.68	0.00	0.00	0.00	18,714.08
525	Court Reporter Service Fund	23,570.55	2,432.52	10,225.00	0.00	0.00	15,778.07
526	County Law Library Fund	67,546.68	3,399.71	572.64	0.00	0.00	70,373.75
527	Language Access Fund-SB41	5,355.43	757.95	0.00	0.00	0.00	6,113.38
536	Courthouse Security Fund	1,529.54	3,189.77	7,417.89	44,741.00	0.00	42,042.42
537	Justice Courts Building Security Fund	62,271.10	541.18	0.00	0.00	0.00	62,812.28
538	JP TruancyPrev and Diversion Fund	53,636.61	1,307.03	0.00	0.00	0.00	54,943.64
539	County Speciality Court Programs	20,293.71	488.32	0.00	0.00	0.00	20,782.03
540	Fire Suppression-US Forest Service Fund	0.00	0.00	0.00	0.00	0.00	0.00
550	Justice Courts Technology Fund	89,463.28	1,447.39	0.00	0.00	0.00	90,910.67
551	County and District Courts Technology Fund	2,737.64	100.88	0.00	0.00	0.00	2,838.52
552	Child Abuse Prevention Fund	2,557.14	23.85	0.00	0.00	0.00	2,580.99
560	District Attorney Prosecutors Supplement Fund	3,399.65	7,500.00	788.41	0.00	0.00	10,111.24
561	Pretrial Intervention Program Fund	149,935.76	1,097.59	130.70	0.00	0.00	150,902.65
562	District Attorney Forfeiture Fund	222,836.69	878.92	640.57	0.00	0.00	223,075.04
563	District Attorney Hot Check Fee Fund	50.62	385.00	0.00	0.00	0.00	435.62
574	Sheriff Forfeiture Fund	547,467.37	2,260.58	0.00	0.00	0.00	549,727.95
576	Sheriff Inmate Medical Fund	65,030.34	376.45	0.00	0.00	0.00	65,406.79
577	DOJ Equitable Sharing Fund	476,101.78	2,017.52	0.00	0.00	0.00	478,119.30
578	Sheriff Commissary Fund	462,067.80	14,112.71	4,902.96	0.00	0.00	471,277.55
583	Elections Equipment Fund	70,882.05	0.00	0.00	0.00	0.00	70,882.05
584	Tax Assessor Elections Service Contract Fund	70,394.76	999.81	1,447.92	0.00	0.00	69,946.65
589	Tax Assessor Special Inventory Fee Fund	97.72	0.07	0.00	0.00	0.00	97.79
601	Special Prosecution/Civil/Juvenile Fund	0.00	12,404.00	462,275.02	0.00	0.00	-449,871.02
615	Adult Probation-Basic Services Fund	337,674.08	926.69	107,650.40	0.00	0.00	230,950.37
616	Adult Probation - Court Services Fund	14,099.28	0.00	17,227.78	0.00	0.00	-3,128.50
617	Adult Probation-Substance Abuse Services Fund	14,324.21	0.00	9,304.38	0.00	0.00	5,019.83
618	Adult Probation-Pretrial Diversion	2,710.50	0.00	3,293.91	0.00	0.00	-583.41
640	Juvenile Grant Fund Title IVE	88,552.80	370.75	42.00	0.00	0.00	88,881.55
641	Juvenile Grant-State Aid Fund	30,826.82	86,725.00	37,655.62	0.00	0.00	79,896.20
645	Juvenile HGAC Services Grant	2,265.00	0.00	2,265.00	0.00	0.00	0.00
701	Retiree Health Insurance Fund	2,153,051.26	9,269.81	0.00	0.00	0.00	2,162,321.07
802	Walker County Public Safety Communications Center	1,405,060.29	135,911.79	103,162.24	0.00	0.00	1,437,809.84
Total		49,267,758.65	10,312,533.10	4,307,875.30	194,741.00	194,741.00	55,272,416.45

Walker County Treasurer
Monthly Report
For the Month of February 2024

Bank Account	Beginning Balance 1/31/2024	Deposits	Withdrawals	Interest Earned	Ending Balance 2/29/2024	Outstanding Checks 2/29/2024	Outstanding Deposits 2/29/2024	Reconciled Totals 2/29/2024
Disbursement	12,104,836.76	11,449,366.60	13,738,821.35	40,246.41	9,855,628.42	650,286.51		9,205,341.91
Payroll	756,986.31	1,497,274.58	2,211,001.33	662.21	43,921.77	24,155.58		19,766.19
ARP Fund	973,306.70	0.00	194,632.04	3,956.73	782,631.39			782,631.39
JP4 First Financial	5,911.19	28,876.50	19,621.41	17.27	15,183.55			15,183.55
Jury fund	8,327.14	13,759.00	3,804.50	27.32	18,308.96	17,677.50		631.46
Credit Card	16,371.06	30,403.25	36,411.97		10,362.34			10,362.34
Efile	20,090.82	24,875.90	35,000.00	125.48	10,092.20			10,092.20
Narcotics	791.88			3.38	795.26			795.26
AFLAC/FSA	36,469.04	2,057.85	2,889.49	152.80	35,790.20			35,790.20
Texpool	23,707,748.20	9,000,000.00		129,180.45	32,836,928.65			32,836,928.65
Landing Rock	6,803,115.57			26,485.55	6,829,601.12			6,829,601.12
MBIA / Texas Class	3,833,619.33			16,693.04	3,850,312.37			3,850,312.37
	48,267,574.00	22,046,613.68	16,242,182.09	217,550.64	54,289,556.23	692,119.59	0.00	53,597,436.64
								53,597,436.64

Exhibit B

WALKER COUNTY

SUMMARY OF DEBTS OF THE COUNTY

February 01, 2024

FISCAL YEAR 2024

TITLE	DATE ISSUED	FINAL MATURITY DATE	NEXT PAYMENT DUE DATE	NEXT PAYMENT AMOUNT	PAYABLE TO	CURRENT OUTSTANDING BALANCE
Walker County, Texas Certificates of Obligation Series 2012	6/1/2012	8/1/2032	8/1/2024	\$191,883.75	US Bank	\$10,480,000.00

First National Bank
Huntsville, TX

Pledge Report by Maturity Date

Pledge 1E: WALKER COUNTY

As of 02/29/24
Page 62

Safetkeeping Receipt	SK Code	Identifier	ID #	Current Face	Original Face	Description	ASC 320	Moody / S&P	Coupon	SC	Maturity	Book Value	Fair Value
1006	9128282Y5	101882	101882	7,000,000.00	7,000,000.00	U S TREASURY NOTES	AFS		2.125		09/30/2024	6,960,457.41	6,870,390.80
1006	9128283P3	101886	101886	5,000,000.00	5,000,000.00	U S TREASURY NOTES	AFS		2.250		12/31/2024	4,941,139.70	4,882,617.00
1006	31418BRG3	101455	101455	342,320.25	14,650,000.00	FNMA #MA2286	AFS		2.500		06/01/2025	342,031.52	334,397.22
1006	91282CGV7	101901	101901	2,500,000.00	2,500,000.00	U S TREASURY NOTES	AFS		3.750		04/15/2026	2,440,164.69	2,458,984.50
1006	31418CGH1	101472	101472	222,472.12	2,170,244.00	FNMA #MA2899	AFS		2.500		02/01/2027	223,436.84	214,252.68
1006	31294UAM5	101482	101482	1,314,655.87	19,200,000.00	FHLMC E #09012	AFS		2.500		10/01/2027	1,322,595.53	1,271,467.07
1006	3138ERUA6	101484	101484	1,496,040.94	10,200,000.00	FNMA #AL9576	AFS		2.500		11/01/2028	1,505,570.20	1,441,602.85
1006	3140JAVJ4	101471	101471	612,429.97	4,654,693.00	FNMA #BM6016	AFS		2.500		11/01/2028	615,083.31	589,770.25
1006	31418DQE5	101598	101598	1,319,055.72	4,000,000.00	FNMA #MA4052	AFS		2.500		06/01/2030	1,362,476.53	1,225,073.00
1006	31418DRN4	101573	101573	1,458,827.84	4,000,000.00	FNMA #MA4092	AFS		2.500		08/01/2030	1,512,853.46	1,354,886.36
Items 10				21,265,802.71	73,374,937.00				2.465			21,225,809.19	20,643,441.73

RECEIVED

MAR 04 2024

WALKER COUNTY TREASURER

Status Codes : N = New Purchase S = Sold M = Matured C = Called O = Paid Off * = Pre-refunded T = ASC 320 Transfer I = Impaired

Note: Refer to the U.S. Government and Agency Ratings report for ratings on treasury, agency and pass through securities.

FinSer

(210) 224-5492

(210) 224-8787

9601 McAllister Freeway, Suite 301, San Antonio, Texas 78216-4633

II. Pledge & Safekeeping Reports

02/27/2024 5:41:44PM MIS1002S 10417 Rel 2.4 V37.92

Treasurer

Monthly Report

For the Period March 01, 2024, thru March 31, 2024

Amy Klawinsky, County Treasurer

Date: _____

ORDER NO. 2024-60

**AN ORDER ACCEPTING THE REPORT SUBMITTED BY THE COUNTY TREASURER FOR THE
PERIOD MARCH 1, 2024 THRU MARCH 31, 2024**

BE IT ORDERED BY THE COMMISSIONERS' COURT OF WALKER COUNTY TEXAS, that:

- WHEREAS, LGC §114.026(a) requires that the County Treasurer at least once at month at a regular term of the commissioner court make a detailed report of (1) money received and disbursed, (2) debts due and owed by the county, and (3) all other proceedings in the treasurer's office.
- WHEREAS, LGC §114.026(c) requires that 'after the commissioners court has compared and examined the treasurer's report and has determined the report is correct, the court shall enter an order in its minutes approving the report'.
- WHEREAS, LGC §114.026(d) requires that 'before the adjournment of a regular term of the commissioners court, the county judge and each county commissioner shall give an affidavit stating that the requirement of subsection (c) have been met at that term'.
- WHEREAS, In accordance with Local Government Code §114.026, the County Treasurer has submitted a report that details money received and disbursed. The report submitted by County Treasurer states that \$ _100.00_ are on hand in the office of the county treasurer for the report period that is not in the county investment accounts or county depository. The amount reported by the County Treasurer by fund of the cash received for the report period is attached as Exhibit A. The amount reported by the County Treasurer by fund of the cash disbursements for the report period is attached as Exhibit B. The debt schedule at the end of the period is Exhibit C. A summary of all transactions in bank and investments is Exhibit D.

PASSED AND APPROVED on this ____ day of _____, 2024 affirming that LGC §114.026(c) has been met and orders publication of the affidavit on the website of Walker County.

Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Ronnie White
Commissioners, Precinct 2

Bill Daugette
Commissioner, Precinct 3

Brandon Decker
Commissioner, Precinct 4

Attest: Kari A. French
County Clerk

Approved as to form: Will Durham
District Attorney

Walker County Fund Balance March 2024

Fund	Fund name	BeginFundBalance	Revenues	Expenditures	TransfersIn	TransfersOut	EndingFundBalance
101	General Fund	22,598,799.29	1,958,749.47	3,212,763.15	0.00	0.00	21,344,785.61
105	General Projects Fund	5,731,374.64	105,755.78	23,243.79	0.00	0.00	5,813,886.63
115	General Capital Projects Fund	5,884,369.06	26,567.93	0.00	0.00	0.00	5,910,936.99
119	ARP Relief/Recovery Fund	771,654.96	3,545.88	0.00	0.00	0.00	775,200.84
180	Public Safety Seized Money Fund	0.00	0.00	0.00	0.00	0.00	0.00
185	Healthy County Initiative Fund	19,541.70	82.37	356.91	0.00	0.00	19,267.16
186	StateSheriffGrant	0.00	500,948.05	0.00	0.00	0.00	500,948.05
187	StateCDAGrant	0.00	275,481.39	21,228.84	0.00	0.00	254,252.55
192	Debt Service Fund	1,417,797.70	67,341.24	0.00	0.00	0.00	1,485,138.94
220	Road and Bridge Fund	6,867,559.33	350,713.19	923,850.01	0.00	0.00	6,294,422.51
301	Walker County Emergency Medical Services (EMS) Fund	5,048,984.61	402,195.34	498,041.03	0.00	0.00	4,953,138.92
473	AutoTheft Task Force	0.00	7,772.72	11,788.05	0.00	0.00	-4,015.33
474	District Attorney Victim Assistance Coord	-11,756.31	17,841.52	9,137.60	0.00	0.00	-3,052.39
481	Grant-Jag	-3,196.05	0.00	1,470.00	0.00	0.00	-4,666.05
488	CDBG Grants	-3,850.00	0.00	0.00	0.00	0.00	-3,850.00
511	County Records Management and Preservation Fund	3,950.55	161.43	0.00	0.00	0.00	4,111.98
512	County Records Preservation II Fund	68,903.47	312.59	0.00	0.00	0.00	69,216.06
515	County Clerk Records Management and Preservation Fund	365,152.66	11,063.69	15,072.76	0.00	0.00	361,143.59
516	County Clerk Records Archive Fund	325,879.30	8,985.27	0.00	0.00	0.00	334,864.57
517	Court Facilities Fund-SB41	46,830.10	1,907.51	0.00	0.00	0.00	48,737.61
518	District Clerk Records Management and Preservation Fund	73,625.76	2,097.32	0.00	0.00	0.00	75,723.08
519	District Clerk Rider Fund	62,989.56	7,169.66	1,671.54	0.00	0.00	68,487.68
520	District Clerk Archive Fund	6,167.01	6.48	0.00	0.00	0.00	6,173.49
523	County Jury Fee Fund	1,444.36	65.95	0.00	0.00	0.00	1,510.31
524	County Jury Fund-SB41	18,714.08	918.52	894.00	0.00	0.00	18,738.60
525	Court Reporter Service Fund	15,778.07	2,290.11	2,000.00	0.00	0.00	16,068.18
526	County Law Library Fund	70,373.75	3,197.80	1,983.71	0.00	0.00	71,587.84
527	Language Access Fund-SB41	6,113.38	670.77	0.00	0.00	0.00	6,784.15
536	Courthouse Security Fund	42,042.42	3,079.20	11,998.76	0.00	0.00	33,122.86
537	Justice Courts Building Security Fund	62,812.28	577.77	0.00	0.00	0.00	63,390.05
538	JP TruancyPrev and Diversion Fund	54,943.64	1,322.54	0.00	0.00	0.00	56,266.18
539	County Speciality Court Programs	20,782.03	477.45	0.00	0.00	0.00	21,259.48
540	Fire Suppression-US Forest Service Fund	0.00	0.00	0.00	0.00	0.00	0.00
550	Justice Courts Technology Fund	90,910.67	1,568.32	9,161.50	0.00	0.00	83,317.49
551	County and District Courts Technology Fund	2,838.52	94.50	0.00	0.00	0.00	2,933.02
552	Child Abuse Prevention Fund	2,580.99	20.68	0.00	0.00	0.00	2,601.67
560	District Attorney Prosecutors Supplement Fund	2,611.24	0.00	1,623.40	0.00	0.00	987.84
561	Pretrial Intervention Program Fund	150,902.65	1,939.17	195.97	0.00	0.00	152,645.85
562	District Attorney Forfeiture Fund	223,075.04	943.96	138.83	0.00	0.00	223,880.17
563	District Attorney Hot Check Fee Fund	435.62	0.00	0.00	0.00	0.00	435.62
574	Sheriff Forfeiture Fund	549,727.95	32,953.88	450.00	0.00	0.00	582,231.83
576	Sheriff Inmate Medical Fund	65,406.79	450.29	0.00	0.00	0.00	65,857.08
577	DQJ Equitable Sharing Fund	478,119.30	2,669.32	0.00	0.00	0.00	480,788.62
578	Sheriff Commissary Fund	471,277.55	15,684.57	2,134.80	0.00	0.00	484,827.32
583	Elections Equipment Fund	70,882.05	3,796.88	0.00	0.00	0.00	74,678.93
584	Tax Assessor Elections Service Contract Fund	69,946.65	430.94	1,010.98	0.00	0.00	69,366.61
589	Tax Assessor Special Inventory Fee Fund	97.79	0.08	0.00	0.00	0.00	97.87
601	Special Prosecution/Civil/Juvenile Fund	0.00	633,122.85	633,122.85	0.00	0.00	0.00
615	Adult Probation-Basic Services Fund	308,700.62	137,796.20	165,065.52	0.00	0.00	281,431.30
616	Adult Probation - Court Services Fund	0.00	48,573.00	19,781.25	0.00	0.00	28,791.75
617	Adult Probation-Substance Abuse Services Fund	5,019.83	29,172.00	11,565.09	0.00	0.00	22,626.74
618	Adult Probation-Pretrial Diversion	0.00	8,988.00	7,414.74	0.00	0.00	1,573.26
640	Juvenile Grant Fund Title IVE	88,881.55	397.31	42.00	0.00	0.00	89,236.86
641	Juvenile Grant-State Aid Fund	80,876.20	0.00	44,095.80	0.00	0.00	36,780.40
645	Juvenile HGAC Services Grant	770.00	700.00	0.00	0.00	0.00	1,470.00
701	Retiree Health Insurance Fund	2,162,321.07	9,924.67	0.00	0.00	0.00	2,172,245.74
802	Walker County Public Safety Communications Center	1,437,661.57	71,172.75	207,149.90	0.00	0.00	1,301,684.42
Total		55,830,825.00	4,761,698.31	5,838,452.78	0.00	0.00	54,754,070.53

Walker County Treasurer

Monthly Report

For the Month of March 2024

Bank Account	Beginning Balance 2/29/2024	Deposits	Withdrawals	Interest Earned	Ending Balance 3/31/2024	Outstanding Checks 3/31/2024	Outstanding Deposits 3/31/2024	Reconciled Totals 3/31/2024
Disbursement	9,855,628.42	6,403,500.04	12,691,793.80	28,301.16	3,595,635.82	780,912.43		2,814,723.39
Payroll	43,921.77	1,469,738.74	1,474,708.15	578.76	39,531.12	19,186.17		20,344.95
ARP Fund	782,631.39	0.00	10,976.43	3,545.88	775,200.84			775,200.84
JP4 First Financial	15,183.55	29,481.40	40,243.17	11.43	4,433.21			4,433.21
Jury fund	18,308.96	2,810.00	12,285.00	45.80	8,879.76	8,202.50		677.26
Credit Card	10,362.34	37,301.52	36,315.29		11,348.57			11,348.57
Efile	10,092.20	26,020.60	25,000.00	84.20	11,197.00			11,197.00
Narcotics	795.26			3.63	798.89			798.89
AFLAC/FSA	35,790.20	4,115.70	1,311.31	167.66	38,762.25			38,762.25
Texpool	32,836,928.65	8,000,000.00		172,743.23	41,009,671.88			41,009,671.88
Landing Rock	6,829,601.12			28,422.37	6,858,023.49			6,858,023.49
MBIA / Texas Class	3,850,312.37			17,861.45	3,868,173.82			3,868,173.82
	54,289,556.23	15,972,968.00	14,292,633.15	251,765.57	56,221,656.65	808,301.10	0.00	55,413,355.55
								55,413,355.55

Exhibit B

WALKER COUNTY

SUMMARY OF DEBTS OF THE COUNTY

March 01, 2024

FISCAL YEAR 2024

TITLE	DATE ISSUED	FINAL MATURITY DATE	NEXT PAYMENT DUE DATE	NEXT PAYMENT AMOUNT	PAYABLE TO	CURRENT OUTSTANDING BALANCE
Walker County, Texas Certificates of Obligation Series 2012	6/1/2012	8/1/2032	8/1/2024	\$191,883.75	US Bank	\$10,480,000.00

Pledge Report by Maturity Date
Pledge 1E: WALKER COUNTY

Safetkeeping Receipt	SK Code	Identifier	ID #	Current Face	Original Face	Description	ASC 320	Moody / S&P	Coupon	SC	Maturity	Book Value	Fair Value
	1006	9128282Y5	101882	7,000,000.00	7,000,000.00	U S TREASURY NOTES	AFS		2.125		09/30/2024	6,966,212.43	6,884,609.20
	1006	9128283P3	101886	5,000,000.00	5,000,000.00	U S TREASURY NOTES	AFS		2.250		12/31/2024	4,947,122.22	4,888,867.00
	1006	31418BRG3	101455	312,550.13	14,650,000.00	FNMA #MA2286	AFS		2.500		06/01/2025	312,306.60	305,637.20
	1006	91282CGV7	101901	2,500,000.00	2,500,000.00	U S TREASURY NOTES	AFS		3.750		04/15/2026	2,442,558.10	2,459,179.75
	1006	31418CGH1	101472	213,544.57	2,170,244.00	FNMA #MA2899	AFS		2.500		02/01/2027	214,440.66	205,709.62
	1006	31294UAMS	101482	1,265,726.59	19,200,000.00	FHLMC E #09012	AFS		2.500		10/01/2027	1,273,207.08	1,224,742.57
	1006	3138ERUA6	101484	1,451,839.34	10,200,000.00	FNMA #AL9576	AFS		2.500		11/01/2028	1,460,884.02	1,399,825.22
	1006	3140JAVJ4	101471	589,266.68	4,654,693.00	FNMA #BM6016	AFS		2.500		11/01/2028	591,750.58	567,583.34
	1006	31418DQE5	101598	1,291,261.64	4,000,000.00	FNMA #MA4052	AFS		2.500		06/01/2030	1,333,172.67	1,202,083.88
	1006	31418DRN4	101573	1,427,117.28	4,000,000.00	FNMA #MA4092	AFS		2.500		08/01/2030	1,479,354.36	1,328,556.99
Items 10				21,051,306.23	73,374,937.00				2.464			21,021,008.72	20,466,794.77

RECEIVED

APR 08 2024

WALKER COUNTY TREASURER

Status Codes : N = New Purchase S = Sold M = Matured C = Called O = Paid Off * = Pre-refunded T = ASC 320 Transfer I = Impaired

Note: Refer to the U.S. Government and Agency Ratings report for ratings on treasury, agency and pass through securities.



9601 McAllister Freeway, Suite 301, San Antonio, Texas 78216-4633
(210) 224-5492
(210) 224-8787

II. Pledge & Safekeeping Reports

Walker County
Monthly Investment Report
MARCH 2024

This report is made in accordance with provisions of Government code 2256 (Section 2256.023), The Public Funds Investment Act. The investments held in the Walker County portfolio comply with the Public Funds Investment Act and with the County's investment policy and strategies

	Beginning	Ending
Book Value	\$43,516,842.14	\$51,735,869.19
Market Value	\$43,516,842.14	\$51,735,869.19
Interest Added		\$219,027.05
Weighted Average Maturity		31
Average yield to Maturity at 03/31/2024		5.41%

Kayleigh Punsley
04/17/24

Summary of Investments Earnings

March-24

Fund	Beginning Balance	Deposits to Texpool	Withdrawals from Texpool	Interest Earnings	Month Ending Balance
Texpool Account 236151301000					
General Fund	\$ 11,053,575.00	\$ 8,026,000.00	\$ (6,231,394.66)	\$ 55,969.21	\$ 12,904,149.55
General Projects Fund	\$ 4,515,492.04	-	\$ (26,000.00)	\$ 20,307.88	\$ 4,509,799.92
General Capital Projects Fund	\$ 5,884,369.06	-	-	\$ 26,567.93	\$ 5,910,936.99
Corona Virus Relief Fund	\$ -	-	-	-	-
TASK FORCE	\$ 49,528.07	-	-	\$ 223.62	\$ 49,751.69
Heathly County Initiative	\$ 18,244.68	-	-	\$ 82.37	\$ 18,327.05
State Sheriff Grant	-	500,000.00	-	\$ 948.05	\$ 500,948.05
State CDA Grant	\$ 480,402.79	\$ 275,000.00	-	\$ 481.39	\$ 275,481.39
Series 2012 CO Interest & Sinking	\$ 3,477,562.08	\$ 978,394.66	-	\$ 6,370.67	\$ 1,465,168.12
Road & Bridge	\$ 2,535,008.78	\$ 2,800,000.00	-	\$ 24,154.32	\$ 6,301,716.40
EMS	-	\$ 1,300,000.00	-	\$ 15,366.08	\$ 3,850,374.86
Affordable Housing Initiatives	-	-	-	-	-
County Records Management	\$ 66,144.89	-	-	-	-
County Records II Digitize	\$ 268,567.91	\$ 15,000.00	-	\$ 298.65	\$ 66,443.54
County Records Preservation	\$ 274,836.38	\$ 30,000.00	-	\$ 1,214.77	\$ 284,782.68
Archive Fund	\$ 30,722.82	-	-	\$ 1,245.27	\$ 306,081.65
Court Facilities Fund	\$ 46,363.22	-	-	\$ 135.69	\$ 30,858.51
District Clerk Records Fund	\$ 36,766.27	\$ 25,000.00	-	\$ 209.33	\$ 46,572.55
Rider 42 Prosecution	\$ 5,120.47	-	-	\$ 169.66	\$ 61,935.93
County Jury Fund	\$ 10,240.93	-	-	\$ 22.61	\$ 5,143.08
Court Reporter Service Fund	\$ 20,485.89	\$ 30,000.00	-	\$ 45.23	\$ 10,286.16
Law Library	-	-	-	\$ 96.88	\$ 50,582.77
Courthouse Security	\$ 49,180.95	-	-	-	-
Justice Courts Security Fund	\$ 4,252.32	-	-	\$ 222.05	\$ 49,403.00
JP TuancyPrev and Diversion Fund	\$ 856.77	\$ 10,000.00	-	\$ 19.20	\$ 4,271.52
County Speciality Court Programs	\$ 17,354.47	-	-	\$ 5.33	\$ 10,862.10
US Forest Service-Fire Projects	\$ 80,437.63	-	-	\$ (0.00)	\$ 17,354.47
Justice Technology	\$ 885.84	-	-	\$ 363.18	\$ 80,800.81
County & District Court Tech. Fund	-	-	-	\$ 4.00	\$ 889.84
Prof Prosecutors Supplement	\$ 137,569.07	\$ 14,000.00	-	-	-
Pretrial Intervention Fund	\$ 208,618.63	\$ 14,000.00	-	\$ 623.17	\$ 152,192.24
DA Narcotics	-	-	-	\$ 943.96	\$ 223,562.59
Hot Check	\$ 535,763.96	\$ 40,000.00	-	-	-
SO Narcotics	\$ 48,831.05	-	-	\$ 2,424.82	\$ 578,188.78
Inmate Medical Fund	\$ 452,170.43	-	-	\$ 220.47	\$ 49,051.52
DOJ Equitable Sharing Fund	\$ 228,876.16	\$ 100,000.00	-	\$ 2,041.55	\$ 454,211.98
Sheriff Commissary Fund	-	-	-	\$ 1,281.21	\$ 330,157.37
Elections Equipment Fund	\$ 59,294.17	-	-	-	-
Elections Services Contract Fund	\$ 17.63	-	-	\$ 267.71	\$ 59,561.88
Special Inventory Tax	-	-	-	\$ 0.08	\$ 17.71
ERRP Fund	\$ 91,123.97	-	-	-	-
Adult Probation	\$ 87,998.87	-	-	\$ 411.42	\$ 91,535.39
Juvenile Fund	\$ 857,152.26	-	-	\$ 397.31	\$ 88,396.18
Retiree Health Insurance Fund	-	-	-	\$ 3,870.05	\$ 861,022.31
Jail Project Fund	\$ 1,203,113.19	\$ 100,000.00	-	-	-
Central Dispatch	-	-	-	\$ 5,738.11	\$ 1,308,851.30
Total Primary Account	\$ 32,836,928.65	\$ 14,257,394.66	\$ (6,257,394.66)	\$ 172,743.23	\$ 41,009,671.88
Total All Texpool Accounts	\$ 32,836,928.65	\$ 14,257,394.66	\$ (6,257,394.66)	\$ 172,743.23	\$ 41,009,671.88

CORRECTED-----Summary of Investments Earnings
March-24

Average Daily Net Yield 5.32

	Interest	
Texpool Account 236161301000		
General Fund	101.48010.20020	\$ 55,969.21
General Projects Fund	105.48010.11105	\$ 20,307.88
General Capital Projects Fune	115.48010.11115	\$ 26,567.93
Corona Virus Relief Fund	119.48010.11119	\$ -
Task Force Seizure Fund	180.21990.10000	\$ 223.62
Heathly County Initiative	185.48010.11185	\$ 82.37
	186.48010.11186	\$ 948.05
		\$ 481.39
Series 2012 CO Interest & Sinking	192.48010.11192	\$ 6,370.67
Road & Bridge	220.48010.11220	\$ 24,154.32
EMS	301.48010.11301	\$ 15,366.08
Affordable Housing Initiatives	460.48010.62040	\$ -
County Records Management	511.48010.11511	\$ -
County Records II Digitize	512.48010.11512	\$ 298.65
County Records Preservation	515.48010.11515	\$ 1,214.77
Archive Fund	516.48010.11516	\$ 1,245.27
Court Facilities Fund	517.48010.11517	\$ 135.69
District Clerk Records Fund	518.48010.11518	\$ 209.33
Rider 42 Prosecution	519.48010.11519	\$ 169.66
County Jury Fund	524.48010.11524	\$ 22.61
Court Reporter Service Fund	525.48010.11525	\$ 45.23
Law Library	526.48010.11526	\$ 96.88
Courthouse Security	536.48010.11536	\$ -
Justice Courts Security Fund	537.48010.11537	\$ 222.05
JP TruancyPrev and Diversion Fund	538.48010.11538	\$ 19.20
County Speciality Court Programs	539.48010.11539	\$ 5.33
US Forest Service-Fire Projects	540.48010.11540	\$ (0.00)
Justice Technology	550.48010.11550	\$ 363.18
Co. and Dist Court Tech Fund	551.48010.11551	\$ 4.00
Prof Prosecutors Supplement	560.48010.11560	\$ -
Pretrial Intervention Fund	561.48010.11561	\$ 623.17
DA Narcotics	562.48010.11562	\$ 943.96
Hot Check	563.48010.11563	\$ -
SO Narcotics	574.48010.11574	\$ 2,424.82
Inmate Medical	576.48010.11576	\$ 220.47
DOJ Equitable Sharing	577.48010.11577	\$ 2,041.55
Sheriff Commissary Fund	578.48010.11578	\$ 1,281.21
Elections Equipment Fund	583.48010.11583	\$ -
Elections Svcs Contract Fund	584.48010.11584	\$ 267.71
Special Inventory Tax	589.48010.11589	\$ 0.08
ERRP Fund	590.48010.11590	\$ -
Adult Probation	615.48010.50130	\$ 411.42
Juvenile Fund	640.48010.36030	\$ 397.31
Retiree Health Insurance Fund	701.48010.11701	\$ 3,870.05
Jail Project Fund	756.48010.11756	\$ -
Central Dispatch	802.48010.11802	\$ 5,738.11
Total Primary Account		\$ 172,743.23
Total Monthly Interest		\$ 172,743.23

Summary of Investments Earnings
Mar-24

Fund	Beginning Balance	Deposits to Wells Fargo	Withdrawals Wells Fargo	Interest Earnings	Month Ending Balance
101	\$ 6,309,734.47	\$ -	\$ -	\$ 26,258.87	\$ 6,335,993.34
105	\$ 347,595.88	\$ -	\$ -	\$ 1,446.57	\$ 349,042.45
220	\$ -	\$ -	\$ -	\$ -	\$ -
301	\$ 172,270.77	\$ -	\$ -	\$ 716.93	\$ 172,987.70
Total All Accounts	\$ 6,829,601.12	\$ -	\$ -	\$ 28,422.37	\$ 6,858,023.49

Landing Rock-
Account #01127000265
General Fund
General Project Fund
Road and Bridge
Walker County EMS

Interfund transfers \$0

Interest Summary
March-24

4.90 APY

Landing Rock-

Account #01127000265

General Fund	101.12020.10000	\$	26,258.87
General Project Fund	105.12020.10000	\$	1,446.57
Road and Bridge	220.12020.10000	\$	-
Walker County EMS	301.12020.10000	\$	716.93

Total Primary Account

\$ 28,422.37

Interfund transfers \$0

Summary of Investments Earnings
March-24

Fund	Beginning MBIA	Deposits to MBIA	Withdrawals from MBIA	Interest Earnings	Month Ending Balance
MBIA Account TX-01-0435-0001					
General Fund	\$ 1,385,309.47	\$ -	\$ -	\$ 6,426.39	\$ 1,391,735.86
General Project Fund	\$ 871,286.72	\$ -	\$ -	\$ 4,041.87	\$ 875,328.59
Road and Bridge	\$ -	\$ -	\$ -	\$ -	\$ -
Walker County EMS	\$ 65,580.08	\$ -	\$ -	\$ 304.22	\$ 65,884.30
County Records M&P	\$ -	\$ -	\$ -	\$ -	\$ -
County Clerk Records M&P	\$ 71,822.69	\$ -	\$ -	\$ 333.19	\$ 72,155.88
County Clerk Records Archive	\$ -	\$ -	\$ -	\$ -	\$ -
District Clerk Rider	\$ -	\$ -	\$ -	\$ -	\$ -
Justice Courts Technology	\$ -	\$ -	\$ -	\$ -	\$ -
District Attorney Forfeiture	\$ 25,948.87	\$ -	\$ -	\$ 120.38	\$ 26,069.25
DOJ Equitable Sharing	\$ 125,195.73	\$ -	\$ -	\$ 580.78	\$ 125,776.51
Adult Probation - Basic Services	\$ -	\$ -	\$ -	\$ -	\$ -
Adult Probation - Substance Abuse	\$ -	\$ -	\$ -	\$ -	\$ -
Juvenile Grant Title IVE	\$ -	\$ -	\$ -	\$ -	\$ -
Juvenile Grant - State Aid	\$ -	\$ -	\$ -	\$ -	\$ -
Juvenile Grant - Medical Services	\$ 1,305,168.81	\$ -	\$ -	\$ 6,054.62	\$ 1,311,223.43
Retiree Health Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Jail Project Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Sheriff Commissary	\$ -	\$ -	\$ -	\$ -	\$ -
Total Primary Account	\$ 3,850,312.37	\$ -	\$ -	\$ 17,861.45	\$ 3,868,173.82
Total All MBIA Accounts	\$ 3,850,312.37	\$ -	\$ -	\$ 17,861.45	\$ 3,868,173.82

March-24

Average Monthly Yeld	5.4652	Interest
MBIA Account TX-01-0435-0001		
General Fund	101.12020.10000	\$ 6,426.39
General Project Fund	105.12020.10000	\$ 4,041.87
Road and Bridge	220.12020.10000	\$ -
Walker County EMS	301.12020.10000	\$ 304.22
County Records M&P	511.12020.10000	\$ -
County Clerk Records M&P	515.12020.10000	\$ 333.19
County Clerk Records Archive	516.12020.10000	\$ -
District Clerk Rider	519.12020.10000	\$ -
Justice Courts Technology	550.12020.10000	\$ -
District Attorney Forfeiture	562.12020.10000	\$ -
DOJ Equitable Sharing	577.12020.10000	\$ 120.38
Adult Probation - Basic Services	615.12020.10000	\$ 580.78
Adult Probation - Substance Abuse	617.12020.10000	\$ -
Juvenile Grant Title IVE	640.12020.10000	\$ -
Juvenile Grant - State Aid	641.12020.10000	\$ -
Retiree Health Insurance	701.12020.10000	\$ 6,054.62
Juvenile Grant - Medical Services	644.12020.10000	\$ -
Jail Project Fund	756.12020.10000	\$ -
Sheriff Commissary	801.12020.10000	\$ -
Total Primary Account		\$ 17,861.45
Total Monthly Interest		\$ 17,861.45

Planning and Development Dept.
Summary of Receipts and Remittances to County Treasurer
For the Period of 3/1/2024 to 3/31/2024

Receipts for the Month:				Totals:
	Receipts for Development Permit			\$ 3,400.00
	Receipts for Res. Permits (w/ OSSF)			\$ 3,570.00
	Receipts for Per Sq. Ft. Development			\$ 147.00
	Receipts for Upgrade from Res. To Comm.			\$ 300.00
	Receipts for OSSF Maintenance Inspection Reports			\$ 8,085.00
	Receipts for Overdue OSSF Maint. Insp. Reports			\$ 2,842.00
	Receipts for Overdue OSSF Maint. Contracts			\$ 1,825.00
	Receipts for Res. Re-Insp. Fee			\$ 375.00
	Receipts for OSSF Sprayfield Modification			\$ 315.00
	Receipts for OSSF Review Fee			\$ 450.00
	Receipts for Replat Fees			\$ 1,000.00
	Receipts for Subdv. Variance Request Fee			\$ 600.00
	Receipts for 2.5% Credit Card Use Fee			\$ 245.08
	Subtotal of Revenues for the Month of March 2024:			\$ 23,154.08
	Less Paid by Credit Card:			\$ 10,131.96
	Total to be Remitted to County Treasurer:			\$ 13,022.12
Summary of Deposits/Remittances:				
Receipt Date:	For the Period Date:	Deposit with County Treasurer	Deposit Credit Card Account	Total Deposits / Remittances
3/7/2024	03/01/2024 to 03/05/2024	\$ 3,033.00	\$ 702.10	\$ 3,735.10
3/11/2024	03/06/2024 to 03/07/2024	\$ 1,265.00	\$ 1,350.93	\$ 2,615.93
3/15/2024	03/08/2024 to 03/12/2024	\$ 900.00	\$ 2,797.21	\$ 3,697.21
3/19/2024	03/13/2024 to 03/17/2024	\$ 732.00	\$ 389.49	\$ 1,121.49
3/21/2024	03/18/2024 to 03/20/2024	\$ 4,008.00	\$ 1,885.96	\$ 5,893.96
3/27/2024	03/21/2024 to 03/26/2024	\$ 2,281.00	\$ 845.60	\$ 3,126.60
4/1/2024	03/27/2024 to 03/31/2024	\$ 880.00	\$ 2,160.67	\$ 3,040.67
	Total Deposits for the Period - March 2024	\$ 13,099.00	\$ 10,131.96	\$ 23,230.96
	Funds Pending Remittance to Treasurer:	\$ -		
<p>NOTE: \$ 76.88 difference due to VOIDED transactions on overlapping reports Feb. / March and March/April Receipt No. 2024-293 (\$ 102.50) Offset to VOIDED Receipt No. 2024-280 from February report - funds were deducted from March report totals Receipt No. 2024-0456 for \$ 25.62 was VOIDED on March report but Offset Receipt No. 2024-471 (\$ 25.62) will fall on April report</p>				

WALKER COUNTY
DEPARTMENT OF
PLANNING AND DEVELOPMENT

Commissioner's Court Report Calculation Sheet

10/01/2023 through 3/31/2024

March

Permit Type	Fee	# Issued	Monthly Balance	New Fiscal Year Totals
** Comm/Multi Family OSSF	\$510.00	0	\$0.00	\$3,060.00
** Single Family Res. OSSF	\$210.00	17	\$3,570.00	\$24,990.00
Development Permit Fee	\$100.00	34	\$3,400.00	\$22,300.00
Per Sq. Ft. Development Fee	.05 / .015	2	\$147.00	\$13,272.94
OSSF		3	\$315.00	\$945.00
Spray	Half Permit Fee			
OSSF Per Gal. Over 500	\$0.25	0	\$0.00	\$1,493.00
Upgrade to Commercial OSSF	\$300.00	1	\$300.00	\$900.00
Re-Insp./Addn'l. Insp. Fee	\$125.00	3	\$375.00	\$3,000.00
Misc. Map Fee	\$ 5.00 / \$ 15.00	0	\$0.00	\$20.00
Solid Waste	-\$50.00	0	\$0.00	\$0.00
Open Records Request	.10 per page	0	\$0.00	\$0.00
Minor Plat Fee	\$250.00	0	\$0.00	\$1,500.00
Major Plat Fee	\$600.00	0	\$0.00	\$600.00
Addn'l. Lots No Roads	\$50.00	0	\$0.00	\$400.00
Addn'l. Lots W/ Roads	\$50.00	0	\$0.00	\$0.00
Per L.F. of Roads Fee	\$1.00	0	\$0.00	\$0.00
1.5% Cost of Construction Fee		0	\$0.00	\$0.00
25% Additional Submittals Fee		0	\$0.00	\$47,270.91
New Plat Review Schedule Fees		0	\$0.00	\$18,415.13
Re-Plat Fee	\$250.00	4	\$1,000.00	\$3,500.00
Variance Request Fee	\$200.00	3	\$600.00	\$5,400.00
OSSF Subdv. Review Fee	\$150.00	3	\$450.00	\$3,150.00
OSSF Review Per Lot Fee	\$10.00	0	\$0.00	\$80.00
Upgrade Misc.	\$75.00	0	\$0.00	\$0.00
No Fee Permit State Fee(s) Only	\$10.00	0	\$0.00	\$10.00
OSSF Process. Fee (Inspect. Rpts.)	\$5.00	1617	\$8,085.00	\$39,885.00
Overdue Report Fee	\$2.00	1421	\$2,842.00	\$9,558.00
Overdue OSSF Contract Fee	\$25.00	73	\$1,825.00	\$7,700.00
NSF Check Fee	\$30.00	0	\$0.00	\$0.00
Credit Card	# of Trans.	88	\$245.08	\$1,446.43
2.50%	Fees			
Month End Final Calculations:			\$23,154.08	\$208,896.41

Additional Information:

Permits Refunded	0
Addresses Issued	31
Minor Plats	0

***Special Note: Any entry with the ** symbol requires a \$10.00 payment be made to the state for OSSF reasons.

FY Comparison(s)	FY 2022/2023	FY 2021/2022	FY 2020/2021	FY 2019/2020	FY 2018/2019	FY 2017/2018
Total Income for Month - March 2024	\$ 30,821.23	\$ 29,705.72	\$ 35,559.16	\$ 27,196.01	\$ 18,829.43	\$ 22,379.25
Total FY 2023/2024 Income YTD (as of March)	\$ 23,154.08	\$ 208,896.41	\$ 229,093.68	\$ 223,271.21	\$ 179,494.75	\$ 123,004.83

NOTE: \$ 76.88 difference due to VOIDED transactions on overlapping reports Feb / March and March/April
Receipt No. 2024-293 (\$ 102.50) Offset to VOIDED Receipt No. 2024-280 from February report - funds were deducted from March report totals
Receipt No. 2024-0459 for \$ 25.62 was VOIDED on March report but Offset Receipt No. 2024-471 (\$ 25.62) will fall on April report



Walker County

Purchasing Policy and Procedures Manual

Adopted February 2017, Rev June 2018, Rev January 2022

Charlsa Dearwester, CTPM
Purchasing Agent
1301 Sam Houston Ave, Suite 235
Huntsville, Texas 77342
purchasing@co.walker.tx.us

We, the undersigned, members of the Purchasing Board for Walker County, Texas, hereby approve the attached Purchasing Policy and Procedures Manual, submitted by the Walker County Purchasing Agent, pursuant to Texas Local Government Code Section 262.



Honorable Judge David Moorman
12th District Court



Honorable Judge Hal R. Ridley
278th District Court




Honorable Judge Danny Pierce
County Judge

PROCEDURAL CHANGE
ACCEPTED BY THE WALKER COUNTY COMMISSIONERS' COURT ON

January 31, 2022


DANNY PIERCE
County Judge


Danny Kuykendall
Commissioner, Precinct 1


Ronnie White
Commissioner, Precinct 2


Bill Daugette
Commissioner, Precinct 3

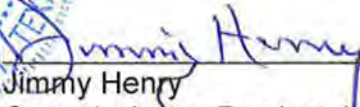

Jimmy Henry
Commissioner, Precinct 4

Table of Contents

Chapter 1: Introduction.....	5
Exhibit 1: Walker County Purchasing Organizational Chart.....	7
Chapter 2: Walker County Purchasing Code of Ethics.....	10
Exhibit 2: Example Walker County confidentiality Memorandum	12
Chapter 3: Purchasing Agent Authority and Responsibilities.....	13
Chapter 4: Purchasing Process, Roles and Responsibilities	14
Exhibit 3: Purchasing Process.....	14
Exhibit 4: Purchasing Process Roles and Responsibilities.....	16
Chapter 5: Other General Purchasing Polices	18
Chapter 6: The Requisition Process	20
Chapter 7: Purchase Orders.....	23
Chapter 8: Thresholds for Purchases	24
Chapter 9: Specifications.....	27
Chapter 10: Competitively Solicited Purchases Exceeding \$50,000	29
Exhibit 5: Procurement Methods	35
Chapter 11: State Purchasing Programs	36
Chapter 12: Cooperative Purchasing Agreements	37
Chapter 13: Procurement of Professional Services.....	38
Chapter 14: Construction Procurement.....	39
Chapter 15: Exemptions to the Competitive Procurement Process.....	40
Chapter 16: Contract Modification.....	41
Chapter 17: Contract Administration.....	42
Chapter 18: Professional Development and Certification	46
Chapter 19: Property Salvage and Disposal (Disposition)	47
Chapter 20: Inventory (Acquisition).....	48
Chapter 21: Definitions.....	49
Appendix-1 Procurement Card Policy and Procedure Manual	54
Appendix-A Enrollment Request	61
Appendix-B Procurement Card Agreement	62
Appendix-C Limit Change Request Form.....	63
Appendix-2 Check Request / Requisition.....	64
Appendix-3 Procurement Policies and Procdures for Federal Grant Funds	65

Chapter 1: Introduction

Background

This manual provides the methods of procurement for the duties and responsibilities of the purchasing agent and county departments. The information included will allow the departments to make decisions necessary to request the purchase of goods and services needed to perform the functions of their departments effectively.

Mission

The mission of the Walker County Purchasing Department is to:

- Ensure compliance with the County Purchasing Act as well as other state and federal laws applying to county purchasing;
- Ensure compliance with policies adopted by Commissioners Court;
- Provide equal access to all vendors participating through competitive acquisition of goods and services;
- Conduct the procurement process in a manner that promotes and fosters public confidence in the integrity of the County procurement policies and procedures; and
- Protect the interests of Walker County taxpayers without regard to any undue influence or political pressures.

Goals of County Purchasing

County purchasing has several goals including but not limited to:

- Adhere to statutory requirements and purchasing policy;
- Purchasing necessary goods and services;
- Obtaining the best possible price for the goods or services without sacrificing the quality needed;
- Ensuring goods and services are available where and when needed and there is a continuing supply available; and
- Guarding against the misappropriation of assets that have been acquired through the procurement process.

County purchasing must also ensure:

- Responsible bidders are given a fair opportunity to compete for the County's business. This can be accomplished by adhering to statutory requirements and by the County's purchasing policies and procedures;
- County funds are safeguarded by insuring that the best value is received for the public dollar; and
- County spending is not used to enrich elected officials or County employees, or to confer favors. To accomplish this, it is necessary to adopt and implement a code of ethics and train County employees to ensure they are aware of their responsibilities in the purchasing area.

Centralized Purchasing

Walker County Commissioners Court has adopted a centralized purchasing structure that provides many benefits:

- It allows for the consolidation of smaller purchases by individual departments into larger volume purchases for the entire county, resulting in lower unit prices and savings;
- Vendors and the business community have a single, central link to the county procurement process to facilitate consistent communication and understanding;
- Purchasing Department personnel accumulate a solid foundation of knowledge and experience about purchasing, marketing trends, prices, and vendors. This expertise assists users to define their needs in order to better save the county money and promotes a more efficient procurement process; and
- Centralized expertise puts the purchasing processes on a professional footing and inspires public confidence in the actions of the County.

Additional Responsibilities

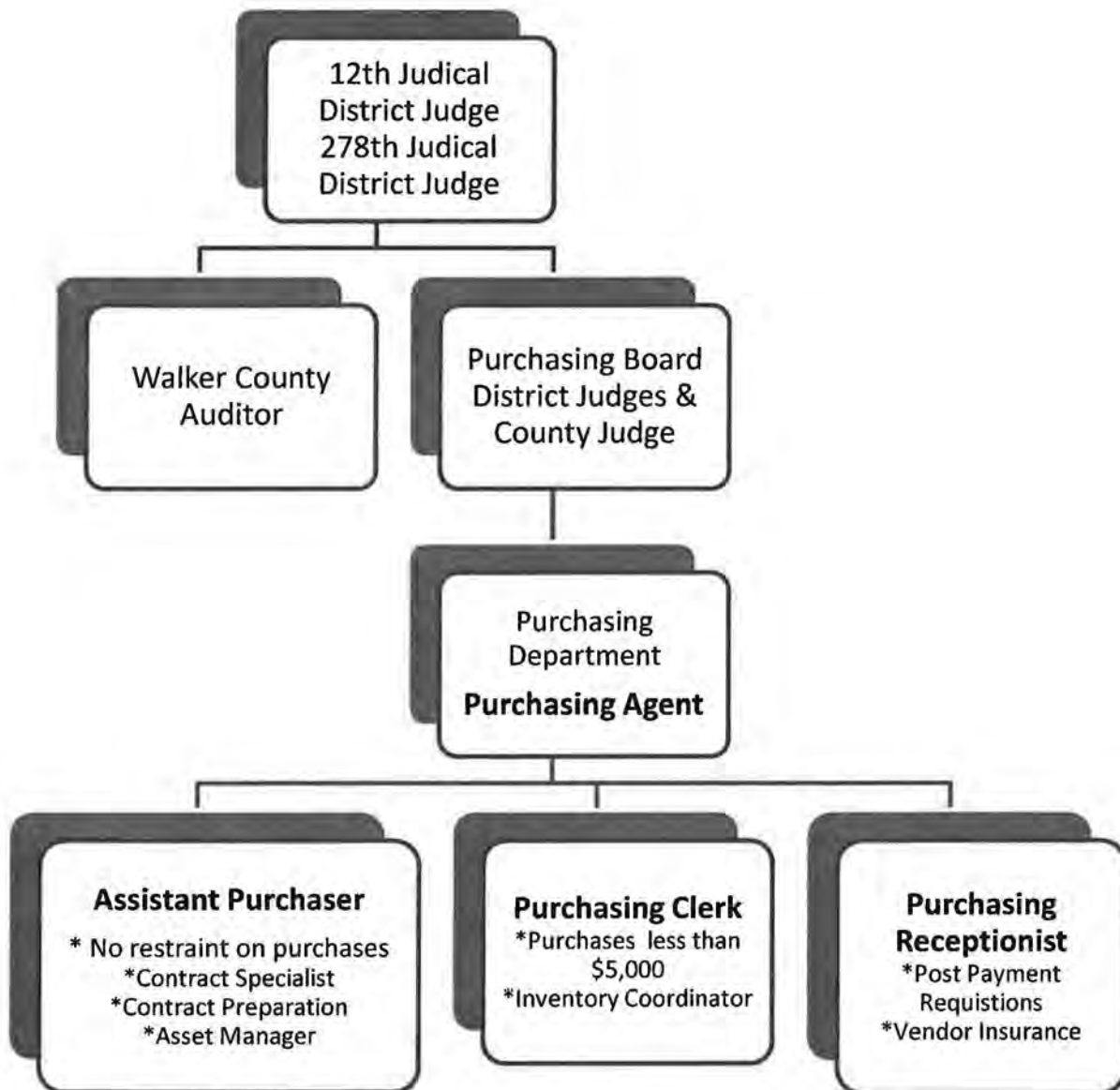
In addition to the above, the Purchasing Department encourages and supports compliance with Texas purchasing laws;

- Works in conjunction with the County officials in the development of efficient financial processes;
- Promotes local business participation in County procurement processes;
- Provides the business community with a central link to County business;
- Proposes and administers Interlocal Purchasing Agreements and Cooperative Purchasing Agreements;
- Develops, implements, and manages a Fixed Asset Management System;
- Conducts annual inventory of all property;
- Oversees and conducts Auctions of Surplus and Salvaged Property;
- Disposes of Seized and Abandoned Property; and
- Oversees and administers risk management procedures concerning property and equipment.

The Purchasing Department is committed to promoting effective, professional, and consistent procurement in Walker County, as well as championing the public perception that tax dollars are wisely spent. This purchasing manual is not static. Purchasing policies and procedures in Walker County will change as needed, evolving to incorporate technological advances and changes mandated by legislation. The organization chart of the Purchasing Department is attached as Exhibit 1.

There are many terms that are used throughout this manual that pertain to purchasing activities. Definitions of key terms are found in Chapter 21.

Exhibit 1: Walker County Purchasing Organizational Chart



Purchasing Laws

The Texas Legislature has enacted purchasing laws. It is the policy of Walker County, acting through its duly appointed Purchasing Agent, to fully comply in all aspects with these laws as they are amended from time to time.

Commissioners Court Adopted Policies

Commissioners Court has adopted policies regulating expenditure of monies. It is the policy of Walker County, acting through its duly appointed Purchasing Agent, to fully comply in all aspects with these policies as they are amended from time to time.

Application

The Purchasing Act (TLGC, 262) applies to all departments, all district, county officials and employees. The Purchasing Agent must purchase or lease all goods and services. The Purchasing Agent must perform all purchasing for all officials, County departments.

Consequences of Non- Compliance

Making separate, sequential or component purchases to avoid the County Purchasing Act's requirement of competitive bidding, or otherwise violating the competitive bidding requirements of the County Purchasing Act, may constitute a class B misdemeanor. See TLGC, 262.034.

Effective Date

These policies and procedures are adopted by the County Purchasing Agent and approved by the Commissioners Court under the authority of the TLGC, 262, and supersedes any previous policies and procedures regarding purchasing.

Precedents and Interpretation

These policies and procedures shall become effective upon approval by the Commissioners Court

- These policies and procedures shall be construed liberally to accomplish their purpose;
- If there is any conflict between the policies and procedures and a State law, or a rule adopted under a State law, or policies adopted by Commissioners Court, the stricter provisions prevail;
- The masculine, feminine, and neutral genders shall be construed to include the other genders as required. The singular and plural shall be construed to include the other number as required;
- Headings and titles at the beginning of the various sections of these policies and procedures have been included only to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing these policies and procedures;
- If any provision of these policies and procedures or the application of them to any person or circumstances is held invalid, the validity of the remainder of these policies and procedures and the application of them to other persons and circumstances shall not be affected;
- In general, the Purchasing Agent interprets these policies and procedures but the Commissioners Court shall resolve any question about any interpretation of these policies and procedures; and

- Updates may be made to this policy and procedures manual with Commissioners' Court approval.

Chapter 2: Walker County Purchasing Code of Ethics

Policy

It is the policy of Walker County that the following ethical principles govern the conduct of every employee involved, directly or indirectly, in the County procurement process.

Responsibility of County

Employees shall avoid activities that compromise or give the perception of compromising the best interests of Walker County. Employees shall not knowingly use confidential proprietary information for actual or anticipated personal gain.

Conflict of Interest

Employees shall avoid any activity that would create a conflict between their personal interests and the interest of Walker County. Conflicts exist in any relationship where the County's best interest may be different from the employee's best interests or the best interest of someone associated with the employee. Conflicts of interest include an employee participating in any way in any procurement in which:

- The employee or any member of the employee's family has a financial interest in the results of the County procurement process;
- A business or organization in which the employee, or any member of the employee's family, has a financial interest in the result of the County procurement process; or
- Any other person, business, or organization with whom the employee or a member of the employee's family is negotiating for or has an arrangement concerning prospective employment.

Perception

If conflicts of interest exist, the employee shall notify the Purchasing Agent in writing and remove him or herself from the County procurement process.

Gratuities

Employees shall avoid the appearance of unethical or compromising practices in relationships, actions, and communications associated with County procurement.

Employees shall not solicit or accept money, loans, gifts, favors, or anything of value, from present or potential contractors that might influence or appear to influence a purchasing decision. Generally, goods or services with a value of \$50 or less in the aggregate from a vendor during a year do not violate this prohibition unless they influence or appear to influence a specific purchasing decision. If anyone is in doubt about whether a specific transaction complies with this policy, the person should disclose the transaction to the Purchasing Agent for a determination of compliance.

Confidential Information

Employees shall keep the proprietary information of vendors confidential. Employees shall keep County procurement information obtained from a solicitation confidential until after contract award if the solicitation provides for it to be kept secret. The confidential memorandum is as follows:

- All information in the vendor's response is to be kept confidential;
- No discussion of the proposal is to occur with anyone outside of the proposal evaluation committee members with the exception of the designee's Department Head/Elected Official;
- Proposal responses are not to be reproduced and should be returned to the designated Purchasing Department staff after evaluation is completed;
- The Purchasing Department is the sole point of communication for any questions from vendors that arise during the evaluation. All questions and requests for information should be referred to the Purchasing Department. There should not be any discussions between evaluation committee members and vendors during the evaluation and award process; and
- Evaluation committee members must be familiar with and read the Walker County Purchasing Code of Ethics and agree to comply with its requirements including reporting any potential conflict of interest, undue influence from vendors, or attempted communications from vendors during the evaluation process.

Compliance with the requirements outlined in the Confidentiality Memorandum (Exhibit 2) is crucial. If proprietary information of any vendor is compromised during the procurement process, all proposals may be rejected.

Exhibit 2: Example Walker County confidentiality Memorandum



Purchasing Department *Charlsa Dearwester, CTPM, Purchasing Agent*

1301 Sam Houston Ave, Suite 235 Huntsville, TX 77320

Phone: (936) 436-4943 Fax: (936) 295-1595

Email: purchasing@co.walker.tx.us

TO: Proposal Evaluation Team Member

FROM: Charlsa Dearwester, CTPM

DATE: January 1, 2022

SUBJECT: Request for Proposal (RFP) # C2360-22-001, Widgets

In accordance with the County Purchasing Act, this project was issued as a competitive proposal, and, therefore, all information contained in the responses is to be kept **CONFIDENTIAL** until an award is approved by Commissioners Court.

Until that time, and due to the confidential nature of these proposals, **no discussion of these proposals shall occur with anyone outside the Proposal Evaluation Committee members.** Proposal documents may not be reproduced for any reason and must be returned to (buyer's name) after the evaluation is complete.

Certain information about the proposal, such as vendor name, is public information but may only be released by the Purchasing Department. **Please refer all questions or requests for information to the buyer.**

Please note that if any information about these proposals is compromised, it may be cause for rejection of all proposals.

I understand the above information and instructions and agree to not reveal any content of any proposal to anyone outside the evaluation committee membership. I will not discuss the deliberations of the committee with anyone outside the evaluation committee. I will report any vendor contact concerning this evaluation process or any undue influence on my evaluation of proposals to the responsible buyer.

Additionally, I have read the attached "Walker County Purchasing Code of Ethics", extracted from the Walker County Purchasing Policy and Procedures Manual, and agree to conduct myself in accordance with that code of ethics.

Signature of Evaluation Committee Member

Date

Chapter 3: Purchasing Agent Authority and Responsibilities

Appointment

The Walker County District Judges have created a Purchasing Board to implement a centralized purchasing structure and have given the Purchasing Department that mission. The Purchasing Board, composed of two District Judges and the County Judge, appoints the Purchasing Agent for Walker County to a two-year term and approves the Purchasing Agent's salary.

Statutory Authority and Duties

TLGC, 262, B & C outlines the following duties for purchasing agents:

- The Purchasing Agent shall purchase all goods required or used, and contract for all repairs to property used by the County or a department or employee, except purchases and contracts required by law to be made on competitive bid. A person other than the Purchasing Agent may not purchase the goods or make the contract for repairs;
- The Purchasing Agent shall supervise all purchases made on competitive bid and shall see that all purchased goods are delivered to the proper department in accordance with the purchase contract;
- A purchase made by the Purchasing Agent shall be paid for by a warrant drawn by the Auditor on funds in the County treasury in the manner provided by law. The Auditor may not draw and the County Treasurer may not honor a warrant for a purchase unless the purchase is made by the Purchasing Agent or on competitive bid as provided by law;
- On July 1 of each year, the Purchasing Agent shall file with the Auditor and each member of the Purchasing Board an inventory of all property on hand and belonging to the County and each subdivision, officer, and employee. The Auditor shall carefully examine the inventory and make an accounting for all property purchased or previously inventoried and not appearing in the inventory;
- Subject to Commissioners Court approval, to prevent unnecessary purchases, the Purchasing Agent shall recommend the transfer of County goods that are not needed or used, from one department or employee, to another department or employee requiring the goods or the use of the goods. The Purchasing Agent shall furnish the Auditor a list of transferred goods; and
- Subject to Commissioners Court approval, the Purchasing Agent shall adopt policies and procedures necessary for persons to use county purchasing cards to pay for county purchases. (Appendix 1).

Chapter 4: Purchasing Process, Roles and Responsibilities

Purchasing Process

The general purchasing process is outlined in Exhibit 3. It contains several stages with responsibilities that are often designated by statute.

Exhibit 3: Purchasing Process

Purchasing Step	Performed By
1 Identify requirements and obtain budget	1 User Department (Purchasing/Auditor may assist)
2 Define/finalize requirements	2 Department and Purchasing
3 Submit electronic requisition outlining requirements to Purchasing	3 User Department
4 Solicit, advertise, and generate Purchase Orders and Contract from requisition and send to vendor	4 Purchasing
5 Deliver goods/services as outlined in contract and submit invoice to Auditors Office	5 Vendor
6 Match invoices to purchase orders and verify completeness	6 Auditor
7 Approve payment claim	7 Auditor
8 Submit payment claim for approval by Commissioners Court	8 Auditor
9 Disburse payment of claim	9 Auditor/Treasurer
10 Transfer and disposal of assets at the end of life cycle	10 Purchasing

User Do's and Don't's

Coordination among County departments is necessary for the process to work smoothly. To avoid delays and comply with County policy and state law, user departments should remember the following:

- Do not commit to acquire goods or services without an authorized purchase order. Anyone obligating an expenditure of funds for goods or services before securing a purchase order may be held personally responsible for the payment;
- Adhere to the County Purchasing Code of Ethics and avoid activities and behaviors that are unethical or create a conflict of interest or the perception of a conflict of interest;
- Ensure funding is available before submitting a requisition. The law does not allow expenditures that exceed budgets. Purchasing does not process requisitions for which there is not adequate funding;
- Plan purchases to minimize the use of emergency and expedited purchases. Rush purchases are generally more expensive and they delay other requisitions already in the system. Vendors may attempt to charge premium prices for goods and services when there is insufficient time allowed to explore alternative sources or option;
- Plan purchases to allow sufficient time to process purchase requests. The Purchasing Department is committed to processing all requisitions within a reasonable amount of time depending on the dollar threshold of the purchase; In general, departments should allow:
 - ❖ 1-3 business days for purchases under \$10,000, that are not being quoted for complete pricing.
 - ❖ 3-5 business days for purchases requiring verbal or written quotes, purchases between \$10,000.01 to \$20,000.00.
 - ❖ 10-12 business days for purchases requiring informal bids, purchases between to \$20,000.01 to \$49,999.99.
 - ❖ 4-6 weeks for purchases requiring formal bids, purchases exceeding \$50,000.00.
- Ensure that purchasing policies and procedures are understood before ordering. Departments must assure that all employees responsible for making department purchase requests ("purchasing liaisons") have read and understand the purchasing procedures in this manual. Departments should also ensure that liaisons attend any training provided by the Purchasing Department;
- Do not acquire goods or services without sufficient funds available in your departmental budget.
- Since the County does not have centralized receiving, each department is responsible for individually receiving goods and services. Departments should contact Purchasing if performance

issues such as shortages, late delivery, or damaged merchandise occur; and

- If the item received is a fixed asset that must be tracked and reported, departments should contact the Fixed Asset Manager in Purchasing to coordinate tagging.

Roles and Responsibilities

There are specific roles and responsibilities for both users and the Purchasing Department during the competitive procurement process. They protect the integrity of the process and provide fair and equal access to all vendors seeking to do business with Walker County. Exhibit 4 outlines the primary roles and responsibilities.

Exhibit 4: Purchasing Process Roles and Responsibilities

Process	User Department Role/Responsibility	Purchasing Department Role/Responsibility
Requirements Definition/ Specification Development	<ol style="list-style-type: none"> 1. Identifies what is needed, when it is needed, the quantity needed and where it is needed and works with Purchasing Department to document need in writing a specification 2. Ensures funding (budget) is available to support need. 3. Sends specification and requisition with the funding to Purchasing Department. 4. Works with Purchasing Department to develop evaluation criteria/formats (as applicable). 	<ol style="list-style-type: none"> 1. Consults with User Department in development of specification and procurement process to be used. 2. Reviews specification to ensure that it is descriptive and specific but does not prevent competitive bidding of comparable goods. 3. Works with user department to develop evaluation criteria/format (as applicable) 4. Prepares agenda item for Commissioners Court (if applicable)
Solicitation	<ol style="list-style-type: none"> 1. Reviews solicitation documents before issuance to ensure department needs are met. 2. Provides Purchasing Department with a list of potential vendors that can meet the solicitation requirements. 3. Provides technical clarifications to Purchasing Department if vendor questions arise 4. Supports pre-solicitation conferences (as applicable) 	<ol style="list-style-type: none"> 1. Develops solicitation documents based on specification and sends to user department for review before final issuance. 2. Issues solicitation to vendors on the vendor list (and those identified by user department). 3. Advertises solicitation in accordance with State law. 4. Conducts pre-solicitation conferences (as applicable). 5. Provides answers or clarifications to vendors before solicitation closes. 6. Receives and logs vendor responses 7. Prepares responses for evaluation and sends to user department.
Evaluation and Negotiation (as applicable)	<ol style="list-style-type: none"> 1. Evaluators from Department sign confidentiality memorandum and send to Purchasing Department (as applicable). 2. Evaluates response based on established evaluation criteria and formats. 3. Completes evaluation and submits recommendation to Purchasing Department. 4. Works with Purchasing Department to develop negotiation strategy (as applicable). 5. Participates as member of negotiating team to negotiate Best and Final Offers (BAFOs) (as applicable). 	<ol style="list-style-type: none"> 1. Issues confidentiality memorandum to all evaluators before evaluation commences (as applicable). 2. Supervises evaluation process to ensure consistent and fair application of evaluation criteria. 3. Acts as point of contact for evaluator requests and communications to vendors for additional information. 4. Compiles individual evaluation results and works with users to develop recommendation for award and

	<ol style="list-style-type: none"> 6. Works with Purchasing Department to co-develop final recommendation for award. 7. Provides information to Purchasing Department (memorandum) to support contract award agenda item preparation and drafting. 	<p>prepares contract award agenda item for Commissioners Court or</p> <ol style="list-style-type: none"> 5. Works with user department to develop negotiation strategy (as applicable), 6. Leads negotiating team to negotiate BAFOs (if applicable). 7. Receives BAFOs and co-develops final recommendation for award (if applicable) and 8. Prepares contract award agenda request for Commissioners Court.
Contract Modifications	<ol style="list-style-type: none"> 1. Request modifications in writing to Purchasing Department 2. Reviews draft and final modification to ensure it meets department needs 	<ol style="list-style-type: none"> 1. Evaluates modification request and works with user department to develop modifications 2. Coordinates with vendor and user department to develop draft modifications 3. Works with Criminal District Attorney to review and finalize modifications 4. Obtains appropriate signatures (vendor, attorney, etc.) 5. Purchasing Agent approves modifications for purchase orders or develops Commissioners Court agenda item for approval on contracts depending on type and amount of modification
Contract Performance Monitoring	<ol style="list-style-type: none"> 1. Receives copy of contract and monitors vendor performance and delivery 2. Notifies Purchasing department of non-performance and provides written documentation outlining details of non-performance (dates, description of problem, etc.) 3. Works with Purchasing Department to develop acceptable corrective actions (as applicable) 	<ol style="list-style-type: none"> 1. Maintains complete contract file with supporting documentation during term of contract 2. Works with vendor to resolve performance issues as identified by user department 3. Develops corrective actions and timetables for completion to resolve performance issues and documents in contract file (as applicable) 4. Works with user department and Criminal District Attorney to terminate contract when necessary because of non-performance 5. Prepares contract termination agenda item for Commissioners Court action (if required)

Chapter 5: Other General Purchasing Policies

County Auditor Funds Verification

According to TLGC, 113.064 and 113.065, the County Auditor shall:

- Examine and approve each claim, bill and account against the county; and
- Audit and approve only those claims that have been incurred as provided by law, including the laws governing county budgeting and purchasing. Thus, a payment for a purchase that is not included in the county budget, must be approved by Commissioners Court.

IT Review of Data Processing Equipment

The Information and Technology Department (IT) reviews all purchase requests made by departments for software, hardware and other data processing equipment and provides a written assessment to the requesting department and Purchasing Department. This procedure is to ensure compatibility and standardization. IT may provide the Purchasing Agent with a list of the goods and services that have been pre-approved and need no additional review. To purchase any other data processing goods or services, the User department must obtain IT approval.

Sheriff's Review

For acquisition of security equipment and during the planning stages of security projects, the Sheriff's Department should be consulted.

Recycling Policy

Walker County supports the purchase of recycled materials, both in products that are reduced to raw material and remade into material that can be used for other purposes, as well as items that can be rebuilt or remanufactured and placed back into service for continuous use.

Risk Management Coverage

Loss or damage to County property should be coordinated through the Purchasing Agent.

- Vehicle accidents occurring during normal business hours M-F, 8-5, must be reported within 4 hours to the Purchasing Agent. After normal business hours the accident must be reported immediately on the next business day; and
- Vehicle accidents occurring within the city limits must have a police report; accidents occurring outside of the city limits require a Department of Public Safety or County Sheriff's Department report. Depending on location, either a city police, DPS, or Sheriff's Department report is required for insurance consideration. Within ten days of the accident, forward to the Purchasing Agent the following information:
 - ❖ Immediate drug test verification
 - ❖ Any Police, DPS or Sheriff's Department Reports
 - ❖ Any departmental incident reports with driver's statement
 - ❖ Photographs of vehicles and video of accident if available

Emergency Purchases

Emergency purchases are initiated to meet a critical, unforeseen need of the County. The County's ability to serve the public would be impaired if, purchases are not made immediately. Emergency purchases are exempt from standard purchasing procedures; TLGC, 262.024

Bonding Requirements

The Purchasing Agent, with the approval of the Commissioners Court, determines whether a bond of any sort is required.

Vendor Credit Cards

Purchase orders that require the use of their (Vendor) credit card will require the user department to sign the register in the Purchasing Department and pick-up the card and a tax exemption form (if required). A signed Credit Card Policy must be signed prior to the release of the card.

Purchasing Card Policy

The Walker County Commissioners Court approved the use of a Procurement Card program for small dollar purchases to increase efficiencies and expedite purchases and payment. A copy of the approved Policy and Procedures Manual is attached in Appendix 1.

Prepayments and Advance

Generally, prepayment is not authorized for any purchase of supplies, materials, equipment or services. Any exception or deviation from this policy must be approved by Commissioners Court or Governing Board

Reimbursements

Refer to Chapter 6: The Requisition Process to determine if a requisition is required. If a requisition is not required then choose from the following three options

- Personal Reimbursement- If you are requesting a personal reimbursement, you do not fill out the standard requisition form, instead use the Check Request/Requisition form found in Appendix 2. You will then attach the receipt and forward the form to the County Auditor Department. (Please note Sales Tax WILL NOT be reimbursed.)
- Reimbursement of training/travel related costs- see the Travel Policy in the Personnel Manual. Use the appropriate travel form for Non-Overnight Travel, Overnight Travel, or Mileage Reimbursement. Forward the completed form to the County Auditor Department.

Chapter 6: The Requisition Process

Definition:

Requisition: is the formal request for a purchase to be made. It outlines the specifications of the good(s) or services needed.

Purpose

The department's purchase requisition authorizes the Purchasing Department to enter into a contract with a vendor to purchase goods or services. This automated form is for internal use and cannot be used by a department to order materials directly from a vendor.

Policy

Walker County uses an automated requisitioning system. Based on pre-established budget line items, the user department enters purchase requisitions into the financial software system. Adequate budget funds must be available in the departmental line items before the Purchasing Department can purchase the requested goods and services. Manual requisitions and purchase orders are not acceptable, unless the Purchasing Agent has approved the manual process in writing. All purchase orders require a requisition manually or electronically signed by a person authorized to approve a purchase in each department. The only exceptions to automated purchase orders are the requests of payment processed directly by the Auditor's Department for the following goods or services:

- Orders of the Court, Example: Attorney fees, commitment charges, payments to other counties for services, payment to detention facilities for residential services, expert witnesses, court reporters, jurors, or court related psychiatrists or psychologists (copy of order with signature of Judge is required)
- State and Federal governments and their agencies
- Bailiff Services
- Foster care payments for allowances
- Professional services, Example: on-going contracts, contract Engineer
- Name and similar searches, Example: Lexis Nexis, West Law
- Employee registrations for seminars/training (unless the entity requires a purchase order)
- Travel reimbursements, Example: expenditures, mileage, per diem
- Membership dues for Organizational Affiliates clearly related to job function
- Subscriptions for Organizational Affiliates clearly related to job function
- Intra/Inter Local contracts and payments to state agencies and other governments, quasi-governments, Volunteer Fire Departments
- Recurring payments required by statute, Example: Appraisal District
- Certain Service Contracts approved in the budget, Example: Animal Shelter, Tri-County
- Employee Benefits Payment Example: health insurance, retirement and other payments related to payroll
- Insurance payments

- Inmate charges, Example: Hospital, lab charges, doctors and other medical services (not supplies)
- All bonds to include notary
- Legal notices
- Postage
- Rental of post office boxes
- Refunds including tax, EMS and refunds from other fee offices and fees/payments
- Tax refunds and fees/payments to delinquent tax attorney
- Autopsy
- Transportation for autopsy or other funeral home charges
- Utilities
- Update services for books & periodicals
- Software maintenance
- Annual licenses & maintenance fees
- Pre-Employment Physical & Drug Screen testing
- Newspaper ads
- Estray services
- Vehicle Inspections
- Services provided per court approved contracts
- Telecommunications

Procedure

Purchase requisitions should fully describe what to purchase and where the goods/services are to be delivered/performed. After the Purchasing Department receives a purchase requisition, it determines the appropriate purchasing method based on the cost of the purchase, the goods and services to be purchased, the existing contracts for goods and services and other relevant factors. Specific instructions on entering purchase requisitions into the financial software system are not covered in this manual. The user department can contact the Purchasing Department for training.

Types of Purchase Requisitions

The Purchasing Department classifies purchase requisitions according to the type of action and the time required for the purchase. There are five types:

- **Contract Requisitions-** Normal purchases of items ordered from existing contracts.
- **Routine-** Normal purchases that are not under contract but under \$10,000.
- **Expedited-** Purchases where the goods or services are needed sooner than the routine cycle time. Expedited purchases generally do not qualify as emergency purchases and are subject to all applicable bidding requirements. Expedited purchase requisitions require 1 to 3 working days to process. Expedited purchases are **not** emergency purchases. They are goods or services needed quickly to prevent costly delays, and therefore warrant the additional cost and effort caused by the interruption of the normal work routine. They should

not be used unless absolutely required. There are two types of expedited purchase requisitions:

- ❖ Walk Through- Purchases for goods or services needed within three business days to avoid work interruption, loss of service or significant added cost of operations. The user department should notify the Purchasing Department immediately after entering the purchase requisition into the financial software system.
- ❖ Work Stoppage- Purchases for goods or services needed immediately to prevent work stoppage due to unanticipated conditions. The user department should notify the Purchasing Department immediately upon entering the purchase requisition into the financial software system and should also provide written documentation of the existence of a work stoppage for the contract file (written comments in the requisition or email justification from Department Head or designee are acceptable documentation). The Purchasing Department instructs the user department on what action to take.
- Emergency – Purchase of any goods or services needed because of an emergency condition that the Commissioners Court has ordered exempt, in compliance with the Purchasing Act (TLGC, 262.024). All emergency exemption orders must be processed through the Purchasing Department. Emergency purchases with a total cost exceeding \$50,000 must be exempted from the requirements of the Purchasing Act by order of Commissioners Court. Emergency purchases with a total cost under \$10,000 are handled like an expedited purchase requisition. The user department should immediately contact the Purchasing Agent so that proper action can be initiated immediately.

Chapter 7: Purchase Orders

General Information

Requisitions will be converted to a purchase order after it has been processed and the Purchasing Department will print a copy for the department. Approval will be based on the request meeting the purchasing requirements outlined in this manual.

Types of Purchase Orders

Purchase orders will be one of three types:

- Standard purchase orders- specific to the item(s) listed on the purchase order;
- Open purchase orders- allows purchases of a general type to a specific vendor within specific dollar limits; Example: minor equipment repairs, parts house, and building supplies. This type of purchase order is encumbered in your budget and
- Blanket purchase orders- (sometime called a Purchase Agreement) which allows an unknown quantity of a specific product(s) to be purchased for a specific price for a specific time. Blanket purchase orders require a guaranteed price and a specific time period and are generally limited to a formal contractual or bid document. This type of purchase order is not encumbered and will not show against your budget until purchase has been paid for.

Procedure

Prior to issuing a purchase order, the Purchasing Agent shall ensure that the purchase is in compliance with state law, these policies and procedures, other policies concerning the expenditure of funds and budget adopted by Commissioners Court, and ensure that the purchase is in compliance with the current adopted budget and within remaining budgeted funds.

Distribution of Purchase Orders

- One copy of the purchase order is retained by the Purchasing Department.
- One copy to the Auditor's office
- One copy to the Department
- One copy to the vendor with the standard terms and conditions.

Freight

If the vendor charges freight, it will be entered as part of the purchase order. If the vendor does not charge freight when providing the quote, the Purchasing Department will indicate in F.O.B., DPA (destination prepaid and add) and the Auditor will pay this amount without requiring a change order.

Chapter 8: Thresholds for Purchases

If a requisition requires an expenditure of funds the Purchasing Department shall use the following guidelines:

- All purchases made by the County in excess of \$20,000.01 must have award approval by Commissioners' Court.
- Cooperative contracts (Co-Op's) may be used for purchases or alternative solicitations listed below. All contract numbers must be noted on the purchase order.
- All purchases requiring a requisition exceeding \$10,000 will be reviewed by the County Auditor prior to the conversion to a purchase order.
 - ❖ **\$0.00 TO \$10,000.00**
Verbal or written quotations may be solicited by the Purchasing Department and/or the department requesting the purchase if deemed necessary.
 - ❖ **\$10,000.01 TO \$20,000.00**
Written quotations will be solicited by the Purchasing Department and/or the department requesting the purchase. All quotations will be documented and/or attached to the requisition.
 - ❖ **\$20,000.01 TO \$49,999.99**
Solicitations will be conducted by the informal bid process.
 - ❖ **Purchases Exceeding \$50,000.00**
Solicitation will be conducted by the formal sealed bid process which is governed by statute (TLGC, 262.023).

Policy and procedures for Purchases under \$10,000

For purchases of goods and services totaling less than \$10,000, Verbal or written quotations may be solicited by the Purchasing Department and/or the department requesting the purchase if deemed necessary

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. The Purchasing Agent is authorized to select the vendor and to perform all actions necessary to conclude a contract for the purchase of the goods and services. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Policy and procedures for Purchases \$10,000.01 TO \$20,000.00

For purchases of goods and services totaling \$10,000.01 TO \$20,000.00 Three (3) written quotations will be solicited by the Purchasing Department and/or the department requesting the purchase. All quotations will be documented and/or attached to the requisition.

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. The Purchasing Department is authorized to select the vendor and to perform all actions necessary to conclude a

contract for the purchase of the goods and services. If the vendor offering the lowest price is not used, a notation is made in the quotation documentation to indicate the reason another vendor is selected. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Policy and procedures for Purchases \$20,000.01 TO \$49,999.99

For purchases of goods and services totaling \$20,000.01 TO \$49,999.99, solicitations will be conducted by the informal bid process or through a cooperative contract. All informal bid documents will be documented and/or attached to the requisition. If a cooperative contract is used the contract number will be on the requisition.

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. Based on the information in the purchase requisition the Purchasing Department will prepare informal bid documents unless purchased through a cooperative contract. The Purchasing Department will make a recommendation to Commissioners Court for a selected vendor. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Policy and procedures for Purchases exceed \$50,000

For purchases of goods and services that exceed \$50,000, solicitations will be conducted by the formal bid process or through a cooperative contract. All formal bids will be documented. If a cooperative contract is used the contract number will be on the requisition.

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. Based on the information in the purchase requisition the Purchasing Department will prepare formal bid documents unless purchased through a cooperative contract. The Purchasing Department will make a recommendation to Commissioners Court for a selected vendor. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Commodity Purchase Limits

Important: If cumulative purchases from a single commodity code are anticipated to exceed \$50,000 in a fiscal year, then formal competitive bidding is required and an annual term contract is established. Cumulative purchases include countywide purchases, and are not limited to departmental requirements.
(e.g. fuel, tires, office supplies)

Violations and Penalties

Intentionally separating purchases or invoices to avoid the \$50,000 formal competitive bidding limit is a violation of the Purchasing Act

Vendor Contracts

Any contract that requires the signature of the Vendor must be reviewed by the Criminal District Attorney and approved by Commissioners Court.

Chapter 9: Specifications

Definition

A specification is a concise description of goods or services that user departments seek to buy, and the requirements the vendor must meet to be considered for the award. A specification may include requirements for testing, inspection, or preparing any goods or services for delivery, or preparing or installing them for use. The specification is the total description of the goods and services to be purchased.

Purpose

The primary purposes of any specification is to provide vendors with firm criteria about a minimum standard acceptable for goods or services by providing reasonable tests and inspections to determine their acceptability and to provide purchasing personnel with clear guidelines from which to purchase. As a result, the specification also:

- Promotes competitive bidding, and
- Provides a means to make an equitable award to the lowest and best bid from a responsible bidder.

Preparation

In writing specifications, user departments are encouraged to obtain an existing specification before starting to write a new one. The existing specification can provide ideas and examples that can be customized for Walker County purposes. The user department should contact the Purchasing Department for assistance in obtaining existing specifications to facilitate the specification development process. There are numerous sources for specifications. These include other governments, professional trade associations, professional purchasing associations and user knowledge. Some specification libraries that are available include:

- Texas Specification Library located at the Texas Building and Procurement Commission website: http://www.tbpc.state.tx.us/spec_lib/index.html
- General Services Administration, Federal Supply Service – Specifications Section found at www.gsa.gov
- Texas Department of Transportation Standard Specification Index located at http://www.dot.state.tx.us/gsd/purchasing/tssi_alpha.htm
- Texas County Purchasing Association. Contact Purchasing for assistance because this is available to members only.

The user department, occupant department, or an outside agency may propose specifications. To ensure compliance with legal purchasing requirements, the Purchasing Department has final acceptance of the specifications, except those for construction projects. This ensures proper quality control and avoids the proliferation of conflicting specifications in the different County Departments. The Purchasing Department may submit any purchases that were not approved in the budget process to Commissioners Court before specifications are prepared and advertised so the Commissioners Court may determine whether to transfer funds or amend the budget to make the purchase. To facilitate specification development and avoid duplication of their efforts, user departments should submit their specifications in electronic format to the Purchasing Department.

Characteristics

An effective specification has the following characteristics:

- **Simple:** Avoids unnecessary detail, but is complete enough to ensure that purchased goods and services satisfy their intended purpose.
- **Clear:** Uses terminology that is understandable to the user department and vendors. Eliminates confusion by using correct spelling and appropriate sentence structure. Avoids the use of jargon and "legalese".
- **Accurate:** Uses units of measure that are compatible with industry standards, identifies all quantities, and describes packing requirements.
- **Competitive:** Identifies at least two commercially available brands, makes, or models (whenever possible) that satisfy the intended purpose. Avoids unneeded "extras" that could reduce or eliminate competition and increase costs.
- **Flexible:** Avoids situations that prevent the acceptance of a response that could offer greater performance for fewer dollars. Uses approximate values that are within a 10% range for the dimensions, weight, speed, etc. (whenever possible) if these values can satisfy the intended purpose.

Types

The Purchasing Department uses a number of specification types:

- **Design-** Details description of a good or service, including details of construction or production, dimensions, chemical composition, physical properties, materials, ingredients and all other details needed to produce an item of minimum acceptability. Design specifications are usually required for construction projects, custom produced items and many services.
- **Performance-** Details required performance parameters such as required power, strength of material, test methods, standards of acceptability, and recommended practices. Performance specifications are usually used for capital equipment purchases.
- **Brand Name or Equal-** Lists goods or services by brand name, model, and other identifying specifics, except that products with performance equivalent to the characteristics of the named brand are specified as acceptable. Other manufacturers may provide a nearly identical product under another brand name. The Purchasing Department uses this method only if there is sound justification. The burden of justification rests with the user department.
- **Industry Standard-** States an industry standard that is identical, regardless of manufacturer that results in acquisition of goods of uniform quality. The UL standard for electrical products is an example of an industry standard.

Chapter 10: Competitively Solicited Purchases Exceeding \$50,000

Definition and use

There are two types of solicited purchases: 1.) competitive bidding and 2.) competitive proposals. Competitive bidding means letting available vendors compete with each other to provide goods or services (Exhibit 6). Texas courts define this concept as follows:

"Competitive bidding requires due advertisement, giving opportunity to bid, and contemplates a bidding on the same undertaking upon each of the same material items and services covered by the contract; upon the same thing. It requires that all bidders be placed upon the same plane of equality and that they each bid upon the same terms and conditions involved in all the items and services and parts of the contract, and that the proposal specify as to all bids the same, or substantially similar specifications." Sterrett v. Bell, 240 S.W. 2d 516 (Tex. Civ. App.—Dallas 1951, no writ).

Purpose of Competitive Bidding

Texas courts also state:

"The purpose of competitive bidding is to stimulate competition, prevent favoritism, and secure the best work and materials at the lowest practicable price for the best interest of the taxpayers and property owners." Sterrett v. Bell, 240 S.W. 2d 516 (Tex. Civ. App.—Dallas 1951, no writ).

- The first purpose of competitive bidding is to ensure the best possible value is received. Competitive biddings also increase the likelihood that public monies are spent properly, legally, and for public projects only.
- The second purpose is to give those qualified and responsible vendors who desire to do business with the County a fair and equitable opportunity to do so.

Competitive Bidding

The term "Formal Competitive Bidding" used in this manual is generally used in County purchasing when the bidding process complies with TLGC, 262.023, which requires approval by the Commissioners Court. "Sealed" bids are solicited through an Invitation for Bid (IFB) for contracts expecting to exceed \$50,000. The IFB is the document used to solicit bids from vendors in response to the County's specifications and contractual terms and conditions. The Purchasing Department along with the Official or Department Head suggest award recommendations to the Commissioners Court. The awarded IFB with the Notice of Contract Award letter signed by the Purchasing Agent forms the contract between Walker County and the vendor. Competitive bids are not negotiated. With few exceptions, price is the sole determinant factor if the vendor's product or services.

Competitive proposals

The term "Formal Competitive Proposal" used in this manual is generally used in County purchasing when the solicitation process complies with TLGC, 262.030, which requires approval by the Commissioners Court. Competitive proposals are solicited through a sealed Request for Proposals (RFP) process. Vendors submit responses to the RFP for consideration. The RFP solicits proposals from vendors in response to the County's requirements and contractual terms and conditions. A formal contract, reviewed by the Criminal District Attorney's Office, must be approved by the Commissioners Court. While the competitive proposal (RFP) process is similar to the competitive bidding (IFB) process, there are notable differences. The primary difference is that the RFP results in a negotiated procurement. Cost is not the only determining evaluation factor; however, its relative importance to other evaluation factors must be specified in the RFP and considered in recommending award. Also, the proposals are received, but are not opened publicly. Proposal contents are not disclosed until after the contract is awarded. Proposal contents that are trademarked or proprietary may remain confidential pursuant to the Texas Public Information Act (Chapter 552, Texas Government Code).

Procedures

In Walker County, competitive solicited procurements which call for approval by Commissioners Court due to expenditure in excess of \$50,000 is required to comply with this policy, with few exceptions, are accomplished by the following process. Throughout this chapter, "bids" are vendor responses in the IFB process and "proposals" are vendor responses in the RFP process. Unless specifically noted, the procedures apply to both the IFB and RFP.

Defining the Need

When the need for a good or service costing more than \$50,000 is identified, the user department should immediately contact the Purchasing Department for assistance in developing the specifications. The specification should be comprehensive and broadly defined to allow for maximum competition. The user department is responsible for submitting a Statement of Work (SOW) or Technical Requirements, which functionally defines its needs and requirements. Purchasing Department staff ensures that the SOW or Technical Requirement is quantified and structured to:

- Secure the best economic advantage utilizing best value;
- State the needs clearly;
- Be contractually sound;
- Be unbiased toward vendors;
- Encourage innovative solutions to the requirement described; and
- Permit free and open competition to the maximum extent reasonably possible.

Notice: Once the Purchasing Department has finalized the specification or requirements with the user department, the Purchasing Department prepares the solicitation for issuance and publishes a notice of the proposed purchase that complies with the requirements in TLGC, 262.025. According to TLGC, 262.025, notice of a proposed purchase must be published at least once a week in a newspaper of general circulation in the County, with the first day of publication occurring before the 14th day before the date of the solicitation opening. If necessary, advertising time can be extended. The notice must include:

- The name and telephone number of the purchasing agent;
- The county website address;
- The specifications (requirements) describing the goods and services to be purchased, or a statement of where the specifications (requirements) may be obtained;
- The time and place for receiving and opening solicitations and the name and position of the employee to whom the solicitations are sent;
- Whether the vendor should use lump-sum or unit pricing;
- The type of bond required of the vendor; and
- The method of payment by the County.
- Type of Insurance

Special Considerations

- **IFB:** If unit pricing is required, the County must specify approximate quantities estimated on the best available information. The Purchasing Agent explains how the lowest price is calculated in the RFB.
- **RFP:**
 - ❖ The Purchasing Department publishes a notice of the proposed purchase unless Commissioners Court approval of the RFP is required.
 - ❖ The Commissioners Court must approve advertising for any RFP for which there is not adequate funding approved in the budget and for which Auditor has not verified that the goods and services sought have been approved by the Commissioners Court in the budget process.
 - ❖ If the RFP is for high technology goods and services, Information Technology must review it before it is advertised.
 - ❖ For all other purchases, the Commissioners Court delegates its authority to approve the requirements to the Purchasing Agent.

Amendment of Solicitation

The Commissioners Court authorizes the Purchasing Agent to extend the proposal opening date on the notice of a solicitation if an error is discovered, or the nature of the goods or services requires an extension. The Purchasing Agent may amend a solicitation:

- If inquiries about the meaning indicate the need for an amendment to clarify its original intent or to correct clerical errors;
- If the changes are so insignificant that they are not likely to matter to the vendor in determining ability to respond; and
- If the amendment does not change the general scope.

There should be at least three days between the date of the amendment and the opening date in the notice. If there are less than three days, the opening date is extended to allow for a minimum of three days between the date of the amendment and the opening date in the amendment.

Pre-Bid (Proposal)

TLGC, 262.0256 allows counties to require potential vendors to attend a mandatory pre-bid (pre-proposal) conference to discuss contract requirements and answer vendor questions. The Purchasing Agent works with the user department to determine if a pre-bid (pre-proposal) conference is necessary and whether attendance is mandatory or optional. Purchasing staff manages any pre-bid (pre-proposal) conference and requests that the user department makes staff available to answer questions at the conference.

Receipt of Competitive Solicitations

To ensure the identification, security, and confidentiality of responses to solicitations, the following procedures are adhered to:

- The Purchasing Agent receives all responses as specified by the solicitation document.
- Solicitations are not received after the opening time on the day of response opening. Should a response arrive by mail after the specified time delivery will be refused. All responses received and not refused after the opening time are returned unopened to the vendor with a letter from the Purchasing Agent notifying the vendor that the submitted response was received after the due date and time.
- The Purchasing Department records the time and date the response was submitted.
- After a response is received, the Purchasing Department provides a secure place to hold it until the opening date. The responses are only received sealed and remain sealed until the Purchasing Department opens them in a public forum on the advertised date and time.

On occasion, responses that are received in the mail or by other independent carrier may be inadvertently opened. If this situation occurs, another employee of the Purchasing Department is immediately called to act as a witness that the details of the response (especially the price for a bid) were not reviewed and the response is re-sealed by that employee of the Purchasing Department, and the incident is documented. The above process is undertaken to preclude any perception of favoritism, revealing prices or response information. Publicly receiving sealed responses and recording the submission of requested responses is intended to inhibit any perception that the Purchasing Department is manipulating the receipt of solicitations.

Public Opening of Solicitations

- **IFB:** The Purchasing Agent publicly opens and documents the bids on the date, time, and place specified in the notice. Preliminary tabulations are provided to the public upon request
- **RFP:** The Purchasing Agent publicly opens and documents sealed proposals on the date, time, and place specified in the notice. Only the names of vendors submitting proposals are announced.
- Proposals are opened to avoid disclosure of contents to competing proposers and are kept secret during the process of negotiation. All proposals that have been submitted are available and open for public inspection after the contract is awarded, except for trade secrets and confidential proprietary information contained in them. Disclosure of all

information obtained from a vendor is subject to the provisions of the Texas Public Information Act.

Confidentiality Memorandum

RFP: As fully described in Chapter 3 of this manual, the Purchasing Department uses a confidentiality memorandum to ensure compliance with the ethics policy for keeping proprietary information confidential. Before the evaluation of confidential proposals, the Purchasing Department sends a memorandum to evaluation committee members for signature and certification. The memorandum contains requirements to which the evaluation committee member is expected to adhere during the competitive process to keep information confidential until the Commissioners Court approves an award. These requirements also include disclosure of any potential conflict of interest, or any attempted communication by the proponent to evaluation committee members during evaluation.

Evaluation

- **IFB:** The Purchasing Department evaluates all bids with assistance from the user department and recommends the lowest responsible bid to the Commissioners Court for award. The Purchasing Department evaluates bids based on:
 - ❖ The relative price, including the cost of repair and maintenance if heavy equipment is the subject of the bid or the cost of delivery and hauling if road construction is involved;
 - ❖ The compliance of goods and services with specifications; and
 - ❖ The vendor's past performance, the responsibility of the vendor, including the vendor's financial and practical ability to perform the contract, and the vendor's safety record if the RFB states that it is to be considered.

The Purchasing Department forwards copies of the bids and the Bid Tabulation Package to the Official or Department Head for completion and signature. The user department recommendation and other appropriate documentation from the user department are submitted with the agenda request to justify the recommended award. When the lowest priced bid is not the best bid, clear justification for not selecting the lowest bid must be documented. Commissioners Court either approves the recommendation or rejects all bids and authorizes the Purchasing Agent to re-bid the goods or services.

- **RFP:** The Purchasing Department supervises the evaluation process performed by the user department or committee to ensure that the evaluation is conducted fairly and consistently and that the integrity of the process is maintained. Depending on the procurement, there may be additional technical evaluation assistance provided by the Criminal District Attorney, Auditor, Information Technology, or Maintenance, if applicable.

The RFP must specify the relative importance of price and other evaluation factors including the relative weight of each factor. Evaluators only use these specified factors in evaluating the proposals. Purchasing staff leads the evaluation team and is responsible for:

- Tabulating scores
- Calculating values and
- Either- 1. Coordinating follow-up meetings for Best and Final Offer negotiations and recommending an award or 2. Discontinuing the process.

After the evaluation is completed, Purchasing forwards an evaluation summary to the Official or Department Head for concurrence with the selection and requests that the Official or Department Head submit a memo to the Purchasing Agent signifying their concurrence. Purchasing makes the recommendation to Commissioners Court.

Note: For high visibility or high dollar value procurements, the Purchasing Agent may take the recommendations to Commissioners Court and request its approval to negotiate with top ranked firm(s) before requesting best and final offers

Negotiations (RFP)

The Purchasing Agent supervises all negotiations. Any conversations with proposers must be coordinated with the Purchasing Agent. A member of the Purchasing Department should be present for all discussions with proposers. Departments that contact proposers without coordinating with the Purchasing Agent risk jeopardizing the integrity of the County procurement process. All proposers must be accorded fair and equitable treatment with respect to any opportunity for discussion and revision of proposals and submittal of a "Best and Final Offer" (BAFO). After the negotiations are complete, the Purchasing staff requests qualified proposers to submit a BAFO to a specified location by a specified date. Based on the negotiations, the BAFO must allow the proponent to:

- Modify the initial offer;
- Update pricing based on any changes the user department or County has made; and
- Include any added inducements to improve the overall score in accordance with the evaluation plan of the RFP

Contract Award

- **IFB:** The Purchasing Agent recommends contract award to Commissioners Court. The Commissioners Court either:
 - ❖ Awards the contract to the responsible bidder who submits the lowest and best bid; or
 - ❖ Rejects all bids and directs publication of a new notice if the goods or services are still needed.

If two or more responsible bidders submit the lowest and best bid, the Commissioners Court decides between the two by drawing lots in a manner prescribed by the County Judge. A contract may not be awarded to a bidder who is not the lowest priced bidder meeting specifications unless, before the award, each lower bidder is given notice of the proposed award and is given an opportunity to appear before the Commissioners Court and present evidence about its responsibility. After Commissioners Court approves the contract, the Purchasing Agent issues a Notice of Contract Award. This notice and the original contract form the complete contract. A complete original contract is maintained in the Purchasing Department. The other original is furnished to the Contractor. Copies of these are furnished to the user department, the Auditor's Department, County Clerk, and the Criminal District Attorney.

- **RFP:** The award of the contract is made by Commissioners Court to the responsible proposer, whose proposal is determined to be the lowest evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other evaluation factors in the RFP.

Re-solicitation of annual contracts

The Purchasing Department monitors the expiration dates of all contracts. Purchasing notifies user departments by memo at least three months before contract expiration and verifies whether the goods or services need to be re-bid or extended, if extensions are available. Purchasing also sends the existing specification or requirements to the user department and requests any changes before the solicitation is reissued. The user department returns the specifications or requirements with any additions, deletions, or corrections. It is very important that renewable contracts be reviewed carefully, since the Texas Constitution requires all contracts involving the expenditure of public money be subject to termination if current funds are unavailable to pay the contractual costs, so the County does not incur unauthorized debt.

Exhibit 5: Procurement Methods

Procurement Method	Use When	Advantages	Disadvantages
Competitive Bids (Invitation for Bids)	<ul style="list-style-type: none"> • Adequate competition exists. • The product or service is available from more than one source. 	<ul style="list-style-type: none"> • Award process is simpler. • Award is made to the lowest responsive, responsible bidder providing the best value to the County. 	<ul style="list-style-type: none"> • Defined specifications may be difficult to develop • Does not encourage innovative solutions.
Competitive Proposals (Request for Proposals, Request for Offer)	<ul style="list-style-type: none"> • When factors other than price are evaluated. • When negotiations are desired. • Vendor is expected to provide innovative ideas. 	<ul style="list-style-type: none"> • Allow factors other than price to be considered. • Allow for customized proposals suggesting different approaches to the same business need. • Allow for negotiations in order to obtain the best value of the County. 	<ul style="list-style-type: none"> • Lead times for procurement may be greater. • Evaluations are more complex and subjective
Request for Information	<ul style="list-style-type: none"> • There is insufficient information to write specifications for any procurement method 	<ul style="list-style-type: none"> • Provides information to prepare a complete bid or proposal document. • Allows the business community to have input into the solicitation document based on current industry practices and market factors. • Informs County of any potential problems early in procurement. 	<ul style="list-style-type: none"> • Lengthens the procurement process.
Request for Qualification (This method is required by statute) Example: Professional Services	<ul style="list-style-type: none"> • Selection is made solely on the skills and qualifications of the contractor. Price is not a factor until after a vendor is elected 	<ul style="list-style-type: none"> • Emphasizes the competency of the proposed contractors 	<ul style="list-style-type: none"> • Contractor is selected before price is negotiated.

Chapter 11: State Purchasing Programs

Background and statutory authority

There are three types of purchasing programs that allow local governments to purchase goods and services using contracts previously entered into by the State of Texas or other governments. Texas Comptroller of Public Accounts (TCPA) manages three of them. The fourth program allows local governments to purchase computer technology directly from the state's Department of Information Resources (DIR).

- **State Term Contracts** (authorized by TLGC 271.081 - 271.083). The County may purchase from vendors on the same terms and conditions as the State. The State has entered into term contracts after using competitive bidding procedures. The TBPC manages this program for the State.
- **Texas Multiple Award Schedule (TXMAS)** (authorized by section 2155.502 of the Texas Government Code). The County may purchase goods and services from a schedule of multiple award contracts developed by the TBPC. The schedule is adapted from General Services Administration (GSA) Federal Supply Service contracts. TXMAS contracts take advantage of the most favored customer (MFC) pricing and under certain circumstances; the County may negotiate a lower price for the goods or services offered on a scheduled contract.
- **DIR** (authorized by the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code). The County may purchase computer related equipment through the DIR and its contracted vendors.

Official Representative

The Purchasing Agent acts for Walker County in all matters related to purchase of goods and services from a vendor under any contract based on any State Purchasing program. Walker County is responsible for making payments directly to these vendors.

Contract Award

The award of any purchase order contract from state term, TXMAS or DIR contracts must be in writing, approved and signed by the Purchasing Agent before any goods are delivered or services are rendered.

Chapter 12: Cooperative Purchasing Agreements

Background and statutory authority

The Interlocal Cooperation Act, TLGC, 791, authorizes local governments to contract directly with other governments to increase their efficiency and effectiveness. TLGC, 791.025(c) states that a local government that purchases goods and services under the Interlocal Cooperation Act satisfies the requirement of the local government to seek competitive bids for the purchase of goods and services. The County must have independent authority to purchase a particular good or service before utilizing an interlocal agreement, since the Interlocal Cooperation Act does not expand the County's purchasing authority. All interlocal agreements must be approved by Commissioners Court prior to initiation.

Policy

The County participates in the purchasing programs of various local, state, and national cooperatives such as Houston Area Council of Governments (HGAC), Texas Association of School Boards (BuyBoard), 1GPA, TIPS/TAPS, National Joint Purchasing Alliance (NJPA), The Cooperative Purchasing Network (TCPN) and U.S. Communities. Before using any cooperative, the Purchasing Agent researches and recommends cooperatives to the Commissioners Court. The Commissioners Court approves an interlocal agreement acknowledging the terms and conditions for using each cooperative, including any fee schedules, and authorizes the Purchasing Agent to make purchases under the terms of the interlocal agreement.

Official Representative

The Purchasing Agent acts for Walker County at the direction of Commissioners Court in all matters relating to all cooperative purchasing programs, including the purchase of goods and services from the vendor under any contract.

Chapter 13: Procurement of Professional Services

Background and statutory authority

In procuring professional services, the County must comply with two statutes: the Professional Services Procurement Act TLGC, 2254 and the County Purchasing Act TLGC, 262. There are two kinds of professional services:

- Those professional services specifically listed in the Professional Services Procurement Act; and,
- Those "other" professional services that are not specifically listed which must be obtained in compliance with the County Purchasing Act. The Purchasing Agent relies on court cases and attorney general opinions to determine what services are included in these "other" professional services.

"Professional services" is defined in TLGC, 2254:

- Those within the scope of the practice of accounting, architecture, landscape architecture, optometry, medicine, land surveying, professional engineering, real estate appraising or professional nursing, or
- Provided in connection with the professional employment or practice of a person who is licensed or registered as an architect, optometrist, physician, surgeon, certified public accountant, land surveyor, landscape architect or professional engineer, state certified or state licensed real estate appraiser, or registered nurse.

Contracts for the procurement of these professional services may not be awarded on the basis of bids. Instead, services must be awarded on the basis of demonstrated competence and qualifications.

Request for Qualifications (RFQ)

To ensure professional vendors a fair and equal opportunity to do business with the County, and to ensure that the services of the most qualified professional are obtained, professional services are procured using the Request for Qualifications (RFQ) process.

Procedures

Departments forward a recommendation memo to the Purchasing Agent when professional services are required. The memo identifies the following:

- Scope of work
- Qualification and experience requirements
- Project description and deliverables
- Time frames
- Budgeted amount and budget line items
- Suggested professionals

Chapter 14: Construction Procurement

Purchasing Statues

TLGC, 262.011 (e) states that "The County Purchasing Agent shall supervise all purchases made on competitive bid..." TLGC, 271 (c) is used only for public works projects funded by Certificates of Obligation. TLGC, 2267 provisions are used when an alternative project delivery method (other than traditional competitive bidding) is used for public works projects

Chapter 15: Exemptions to the Competitive Procurement Process

Purchasing Act

Some goods and services can be exempted from the competitive procurement process if the Commissioners Court orders the purchase exempt. TLGC, 262.024 lists all the circumstances when exemptions are available for purchases made out of current funds, bond funds, or through time warrants. The following is a list of these circumstances:

- Goods and services that must be purchased in a case of public calamity, if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the County;
- Goods and services necessary to preserve or protect the public health or safety of the residents of the County;
- Goods and services necessary because of unforeseen damage to public property;
- Personal or professional services;
- Work performed and paid for by the day, as the work progresses to a maximum of 20 days within any three-month period;
- Any land or right of way;
- Food goods;
- Personal property sold at auction by a state licensed auctioneer, in a going out of business sale held in compliance with the Business and Commerce Code, or by a political subdivision, state agency or federal government entity; and
- Work performed under a community and economic development contract under TLGC, 381.004.

Chapter 16: Contract Modification

Policy

Contracts approved by Commissioners Court must have approval from Commissioners Court for all modifications.

Chapter 17: Contract Administration

Policy

Contract administration and oversight includes four general processes:

- Planning
- Monitoring Contractor Performance
- Payment Approval
- Change Management

This aspect of the procurement process is important. Written documentation of specific noncompliance must be available to enforce contractual terms.

Documentation includes a description of specific dates, locations, examples, etc. of nonperformance and any contact or communication with the contractor about noncompliance.

Procedure

The user department has primary responsibility for monitoring and documenting contractor performance and compliance. The user department must provide all documentation of noncompliance to the Purchasing Department. The Purchasing Department maintains all documents about events during the term of the contract including contract performance and documentation related to clarification of expected performance. If the user department observes poor performance or noncompliance with the contract, Purchasing will communicate with the contractor and initiate any corrective action. The Purchasing department takes all steps related to obtaining contract compliance, but consults with the Criminal District Attorney before taking any steps toward contract suspension or termination. Before any letters, notices and other communication related to termination or suspension are sent to the contractor, they are reviewed by the Criminal District Attorney as the initial steps toward potential litigation. The user department should contact the Purchasing Department if there is any question about the contract.

Contract Administration

The primary objectives of contract administration are to:

- Ensure the contract requirements are satisfactorily performed,
- Properly discharge the responsibilities of both parties,
- Verify contractor performance before payment,
- Identify any material breach of contract by assessing the difference between contract performance and material nonperformance; and
- Determine if corrective action is necessary and take that action if required.

A written statement of work is the guide for contract administration. Therefore, planning for contract administration occurs before issuance of the solicitation. Effective contract administration minimizes or eliminates problems and potential claims and disputes. Proper contract management ensures that the contract requirements are satisfied, that the good(s) and services are delivered in a timely manner, and that the financial interests of the County are protected.

The contractor must perform and meet the requirements of the contract. To do so, contractors sometimes need technical direction and approval from County personnel. County personnel must provide this technical direction and approval in a timely and effective manner. All guidance provided to a contractor must be within the scope of the contract.

Contract Management

The primary responsibilities of the contract manager are:

- Participating, as necessary, in developing the solicitation and writing the draft documents,
- Monitoring the contractor's progress and performance to ensure goods and services conform to the contract requirements,
- Managing any county property used in contract performance,
- Exercising remedies, as appropriate, where a contractor's performance is deficient,
- Resolving disputes in a timely manner,
- Documenting significant events, and
- Maintaining appropriate records.

The contract manager ensures that the contract requirements are satisfied, that the goods and services are delivered in a timely manner, and that the financial interests of the County are protected.

Monitoring performance

Monitoring the performance of a contractor is a key function of proper contract administration. The purpose is to ensure that the contractor is performing all duties in accordance with the contract and for the user department to be aware of and address any developing problems or issues.

Monitoring by third party

In some instances the obligation to monitor the progress of a contract is assigned to another contractor. This is known as independent oversight. For example, in a construction contract, the architectural firm that provided the construction plans may perform the task of ensuring progress in accordance with the contract

Dispute Resolution

Dispute resolution is covered by statute under TLGC 2260. The goal of the resolution process is to resolve all problems before they escalate to the next level. To avoid escalation of problems to the next level and ensure the County has not exacerbated potential problems, County personnel must respond promptly to all contractor inquiries.

Initial steps to be taken are:

- Identify the problem — what may appear to be a problem can sometimes be resolved by providing the contractor with information or clarification
- Research facts — Purchasing should obtain all the information about the potential problem from all relevant sources, including the project

Evaluation

Purchasing should review all of the facts in conjunction with the requirements and terms and conditions of the contract. Purchasing determines the appropriate course of action. Proper dispute resolution is a core skill of successful contract management. Identifying problems early in the performance period, effectively communicating, and formalizing the process in writing through a cure note procedure or less formal written procedure is essential. A contract termination is a failure by BOTH parties to a contract. **Termination is the last resort.**

Termination for convenience

A termination for convenience, also known as a no-fault termination, allows the County to terminate any contract, in whole or in part, at any time in its sole discretion, if it is determined that the termination is in the best interest of the County. Purchasing provides the contractor a written notice specifying the extent of termination and the effective date, providing as much notice as possible. The Contractor is generally paid for allowable costs incurred up to the termination. The County is not liable for payment to the contractor related to the terminated portion of the work or any work performed or costs incurred after the effective date of the termination.

Termination for default

A contract may be terminated for default when the County concludes that the contractor fails to perform, make progress, or in any way breaches the contract. Termination for default should be used as the last resort and not as punishment. The County should do everything within reason to assist the contractor in curing any default. Factors to consider before making a termination for default decision include:

- The provisions of the contract and applicable regulations,
- The specific contractual failure(s) and the explanation provided for the failures,
- The urgency of the need for the contracted supplies or services,
- The availability of the supplies or services from other sources and the time required to obtain them, and
- Availability of funds or resources to repurchase if the costs cannot be recovered from the delinquent contractor. Under a termination for default, the County may demand re-procurement costs from the defaulting contractor.

Contract File

Keeping one complete master contract administration file is critical. The file provides a basis for settling claims and disputes if they arise in administrative or court actions. Throughout the life of the contract, the Purchasing Department contract administration file should contain such documentation as:

- An original copy of the current contract and all modifications; the original contract must be recorded in the County Clerks Office.
- A copy of all specifications, drawings or manuals incorporated into the contract by reference;
- The solicitation document, the contractor's response, evaluation determination, and the notice of award document;
- A list of contractor submittal requirements;

- A list of County furnished property or services;
- A copy of the pre-award conference summary, if applicable;
- A copy of all general correspondence related to the contact;
- The originals of all contractor data or report submittals;
- A copy of all notices to proceed, to stop work, to correct deficiencies and change orders;
- The records or minutes of all meetings, both internal and external, including sign-in sheets and agendas;
- A copy of the original bidders list; and
- Any other information required by the standard contract file checklist Purchasing Policy and Procedures Manual Professional Development and Certification.

Chapter 18: Professional Development and Certification

Policy

The policy of the Walker County Purchasing Department is to develop and maintain a professional procurement staff.

Key Objectives

The following key objectives:

- The actions of the office must be legal, ethical, and defensible.
- The office contributes to the attainment of Walker County's organizational goals.
- The office effectively communicates with all county employees and vendors.
- The office consistently provides sound management data.
- The professional staff obtains the skills and training necessary to perform their duties effectively and efficiently.
- The professional staff attempts to obtain purchasing certification.
- Training to support these purposes and objectives, the training policy of the Purchasing Department is:
 - ❖ All staff must maintain an extensive knowledge of software programs to perform effectively within each related job. They must be current on all software applications used by the office. Training courses are assigned depending on knowledge and position requirements of the individual. Staff takes advantage of computer training offered by the County before pursuing external sources.
 - ❖ Professional staff is required, as funding is available, to attend the following standard seminars:
 - Basic County purchasing
 - County purchasing Law
 - Advanced County purchasing
 - Specification writing
 - ❖ Depending on availability, these courses may be substituted for other approved courses. The professional staff may continue their professional education to remain current on purchasing issues through applicable seminars as available.
 - ❖ All professional staff members are encouraged to participate in relevant training to enhance their efficiency and effectiveness in performing their duties.
 - ❖ Professional staff is encouraged to pursue professional certification through the Texas Comptroller of Public Accounts.

Chapter 19: Property Salvage and Disposal (Disposition)

General Information

Frequently throughout the fiscal year, items outlive their usefulness and become unserviceable or obsolete. Prior to taking any item out of service, it should first be determined that the item in question could not be transferred to another department for continued service. It is the responsibility of the department to send a countywide e-mail asking if anyone could use the item. If it is determined that the item is no longer serviceable to the County, an Asset-Change/Transfer form shall be completed and forwarded to the Purchasing Department for ultimate disposal. An Asset-Change/Transfer form must be completed by the using department.

Department Responsibilities

Upon written notification by the user department that an item is in need of disposal, the Purchasing Department will assume custody until final disposal. The user department will be responsible for delivery of the item(s) being transferred to the Purchasing department.

Disposal Methods

Surplus or salvage materials and equipment may be disposed of in one of the following methods:

- Public auction;
- Trade-in on new equipment;
- Sealed bids;
- Distribution as unsalvageable; and
- Sale and/or transfer to other agencies as approved by Commissioners Court.

All tagged assets must have approval of Commissioners' Court prior to being disposed.

Chapter 20: Inventory (Acquisition)

Inventory Categories

Inventory is categorized by two factors:

- The initial cost of the item is \$5,000.00, or more; and
- The anticipated useful life exceeds one year.
- Computer products
- Non Assets/Small Inventory

Exceeds \$5,000 and/or exceeds one year

These assets will be tagged and included in the annual physical inventory by the Purchasing department. Example: purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, infrastructure addition, or addition to existing land, buildings, etc.

Computer Products

These assets will be tagged and included in the annual physical inventory by the Purchasing department. All computer-related products will be delivered to the Purchasing Department for tagging, and then forwarded to the I.T. Department for programming before being installed at the using department.

Non Assets/Small Inventory

These assets will be tagged if the Asset Manager deems necessary or at the using departments request. These items, if tagged will be included in the annual physical inventory by the Purchasing department.

Asset Processing

The user department will receive the "Asset-Add" form to complete and sign, accepting responsibility of the asset.

Donated items

Donated items must be presented to and accepted by Commissioners' Court. It is the responsibility of the receiving department to present to Commissioners' Court. The receiving department shall:

- Notify the Purchasing Department of Commissioners' Court approval, and
- submit an Asset-Add form (if the inventory category is met)
- Forfeited or seized items must be submitted to the Purchasing Department with a copy of a Court Order.

Chapter 21: Definitions

As used in this manual, the terms below are defined as follows:

Advertisement- A public notice put in a newspaper of general circulation containing information about a solicitation in compliance with legal requirements

Alternate Delivery Method- A method of procuring construction services other than "traditional" competitive bidding. Methods may include design-build, construction manager (either at risk or as agent), and job order.

Amendment/Addendum- A document used to change the provisions of a Solicitation. Addendum is the preferred term in the Construction Industry.

Annual Term Contract- A recurring contract for goods or services, usually in effect on a 12-month basis.

Auditor- Walker County Auditor and his/her designated representatives.

Best Value- The best available offer, in the county's best interest. It is based on all factors including software cost, hardware costs, overall life cycle cost of equipment, the estimated cost or increased cost of employee training, employee productivity, installation and maintenance costs.

Bid Deposit- A deposit required of bidders to protect the county if a low bidder withdraws its bid or fails to enter into a contract. Acceptable forms of bid deposits are limited to: cashier's check, certified check, or irrevocable letter of credit issued by a financial institution subject to the laws of Texas and entered on a US Department of Treasury listing of approved sureties; a surety or blanket bond from a company chartered or authorized to do business in Texas.

Bidder- A vendor that submits a bid including anyone acting on behalf of the vendor that submits a bid, such as agents, employees, and representatives.

Bidders List- An automated list of vendors who stated in writing an interest in submitting bids for particular categories of goods and services.

Centralized Master Bidders List (CMBL) – A list maintained by the Texas Building and Procurement Commission containing the names and addresses of prospective bidders.

Change Order- A document used in construction contracts to change the contract by modifying the specifications, increasing or decreasing the cost, adjusting the time for performance or changes the goods or services to be delivered.

Commissioners Court- Walker County Commissioners Court.

Commodity Code- The accounting system classification of goods and services with a unique number assigned to each description.

Competitive Bidding- Process that allows available vendors to compete with each other to provide goods or services.

Competitive Proposal Process- Process that allows available vendors to compete with each other to provide goods and services that permits flexibility in product solicitation and negotiation in compliance with TLGC, 262.030.

Component Purchases- A series of purchases of component parts of goods that are normally purchased as a whole.

Consultant- A person who provides or proposes to provide advice and counsel in a specialized area.

Contract- A formal or written agreement executed by the county and a vendor containing the terms and conditions under which goods or services are furnished to the County which commits the County's funds.

Contractor- A vendor who has been awarded a contract by Walker County.

Customers- The county's departments and officers

Cycle Time-The time between when a purchase requisition is received in the Purchasing Department and placement of a purchase order with a vendor. Cycle time does not include the time required for delivery or the time it takes for the Purchasing Department to obtain corrections to line item accounts, commodity codes, and other necessary information.

Department Head- Any Department Head and any person authorized to act on his or her behalf.

Design-Build Contract- A single contract with a vendor for the design and construction of a facility that includes an engineer or architect and builder qualified to engage in building construction in Texas.

Design Criteria Package- A set of documents that provides sufficient information to permit a vendor to prepare a response to County request for qualifications and any additional information requested, including criteria for selection.

Department- All County and precinct offices as well as district offices when the purchases are funded even partially with county funds.

Emergency Purchase- An item that must be purchased in a case of public calamity if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the county

Employee- Any county or precinct elected official, appointed official, or employee and any district elected official, appointed official or employee involved in a county purchase when the purchase is funded even partially with county funds, or anyone who acts on behalf of any of them.

Formal Competitive Bidding- The bidding process in compliance with the County Purchasing Act which requires approval by the Commissioners Court.

Financial Software- Walker County Financial Management System which includes modules for purchasing and fixed asset management.

Goods- Any personal property purchased by the County, including equipment, supplies, material, and component or repair parts.

Informal Competitive Bidding- The bidding process for bids less than \$50,000

Invitation For Bid (IFB)- Informal or formal procurement method

IT- Information Technology Department.

Items Less Than \$50,000- Purchases of goods and services that are accounted for in the same commodity code in the County Chart of Accounts, and purchases of goods and services from a single vendor in a single purchase as defined in the County Purchasing Act, involving an expenditure of less than \$50,000 if some or all of the costs is to be paid from county funds.

Lease- A contract for the use of personal property for a period of time in return for a specified compensation.

Lowest Responsible Bid- The offer from a bidder who submits the lowest and best bid meeting all requirements of the specifications, terms, and conditions of the invitation for bid and includes any related costs to the county in a total cost concept and who has the financial and practical ability to perform the contract and whose past performance indicates likely compliance with all material terms of the contract.

Modification- A document used to change the provisions of a contract.

Negotiations- A consensual bargaining process in which the County and vendors attempt to reach agreement on differences in desired contract provisions or a potentially disputed matter for the purpose of reaching a mutually-acceptable arrangement.

Occupant Department- The department that ultimately uses the finished goods or services when the purchase or construction is completed, which may be different from the user department.

Official- Any elected or appointed official and any person authorized to act on his or her behalf.

Payment Bond- A surety bond executed in connection with a contract that secures the payment requirement of the contractor.

Performance Bond- A surety bond that provides assurance of a bidder's performance of a certain contract.

Pre-Bid/ Proposal Conference- A conference conducted by the Purchasing Department for the benefit of those wishing to submit a response for services or supplies required by the County which is held in order to allow vendors to ask questions about the proposed contract and particularly about the contract specifications.

Professional Services- Services directly related to professional practices as defined by the Professional Services Procurement Act, including those services within the scope of the practice of accounting; architecture; optometry; medicine; land surveying; and professional engineering.

Proprietary Information- Information provided in responses to solicitations to which a vendor claims ownership or exclusive rights and which is protected from disclosure under the Texas Public Information Act TLGC, 551.

Public Works- Constructing, altering, or repairing a public building or carrying out or completing any public work.

Purchase Order- An order by the Purchasing Department for the purchase of goods and services written on the county's standard Purchase Order form and which, when accepted by the vendor without qualification within the specified time limit, becomes a contract or an amendment to an existing contract which operates as the vendor's authority to deliver and invoice for goods or services specified, and is the County's commitment to accept the specified goods or services for an agreed upon price.

Purchase Requisition- An automated request from a user department submitted to the Purchasing Department that authorizes the Purchasing Department to enter into a contract with a vendor to purchase goods or services for the County and authorizes the Auditor to charge the appropriate department budget and which is for internal use and cannot be used by a department to order materials directly from a vendor.

Purchasing- The acquisition of goods and services including construction and professional services.

Purchasing Act- TLGC, 262, C, which governs the conduct of purchasing activity for counties.

Purchasing Agent- A person appointed by the Purchasing Board of the County to make recommended purchases on behalf of the County in accordance with state statute and county policies.

Purchasing Board- A board composed of the judges of the district courts in the county and the county judge, who are responsible for appointing the Purchasing Agent and approving the office's budget.

Purchasing Laws- The laws that govern county purchasing including the following laws:

- Purchasing Act, TLGC, 262, C

- Public Property Finance Act, TLGC, 271, B
- State Contract, TLGC, 262.002, 271.0813
- State Catalog, TLGC, 2157 in coordination with TLGC, sections 271.101-271.103
- Services and Products of Severely Disabled, Texas Human Resource Code, 122
- Interlocal Cooperation Agreement, TLGC, 791
- Prompt Payment Act, TLGC, 2251
- Bidders from other States and 5% Retainage, TLGC, 2252
- Public Works Performance and Payment Bonds, TLGC, 2253
- Professional Services Procurement Act, TLGC, 2254, A
- Wage Rate for Construction Projects, TLGC, 2258
- Sales tax exemption for governmental entities TLGC, 151.309
- Worker's Compensation Compliance, Workers Compensation Rule 110.110
- Uniform Electronic Transaction Act, Texas Business and Commercial Code, Chapter 43

Purchasing Department- Walker County Purchasing Department and its staff.

Purchasing Liaisons- designated purchasing contact within each department.

Real Property- Land or buildings, improvements to land or buildings, or infrastructure.

Request for Information (RFI)- A general request to contractors for information for a potential future solicitation which is used as a research and information gathering tool for preparation of specifications and requirements.

Request for Proposal (RFP)- A document requesting an offer from vendors, which allows for negotiations after a proposal has been received and before award of the contract for goods and services procured in compliance with TLGC, 262.0295 - 262.030.

Request for Qualifications (RFQ)- A document that requests details about the qualifications of professionals whose services must be obtained in compliance with the Professional Services Procurement Act.

Request for Services (RFS)- A document that requests information about qualifications and details of services to be provided and costs for other professional services that are not covered by in the Professional Services Procurement Act, but may be exempted from competitive solicitation under the County Purchasing Act.

Responsive- A vendor who has complied with all material aspects of the solicitation document, including submission of all required documents.

Responsible- A vendor who has the capability to perform fully and deliver in accordance with the contract requirements based on consideration of past performance, financial capabilities, and business management.

Sealed Bids- Offers in response to an Invitation for Bids that is advertised in a newspaper and submitted to the Purchasing Department in a manner that conceals the price.

Separate Purchases- Acquisitions made in a series of different orders for goods and services that in normal purchasing practices that would be purchased in a single order.

Sequential Purchases- Acquisitions made over a period of time that in normal purchasing practices would be made at one time.

Services- The furnishing of labor by a contractor that does not include the delivery of a tangible end product and includes all work or labor performed for the County on an

independent contractor basis, including maintenance, construction, manual, clerical, personal or professional services.

Sole Source Good or Service- A good or service that can be obtained from only one source that is purchased in compliance with TLGC, 262.024.

Solicitation- A document, such as an invitation for bid, request for proposal, request for offers or request for qualifications, issued by the Purchasing Department that contains terms and conditions for a contract and that solicits a response from vendors to provide goods or services needed by the County in accordance with those terms and conditions.

Solicitation Conference- A meeting chaired by purchasing staff, designed to help potential vendors understand the requirements of a solicitation. Also known as a pre-bid or pre-proposal conference.

Specifications- A total description of a good or service to be purchased by the County, and the requirements the vendor must meet to be considered for the contract which may include requirements for testing, inspection, or preparing any good or service for delivery, or preparing or installing it for use.

User Department- The department from whose budget line item the contract is paid.

Vendor – A business entity or individual that seeks to have or has a contract to provide goods or services to the County.

Appendix-1 Procurement Card Policy and Procedure Manual



Walker County

Appendix- 1 Procurement Card Policy and Procedures Manual

Adopted June 2018, Rev January 2022

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Purpose

To establish a methodology to define the limits of use of County issued Procurement Cards provided to certain personnel in order to make purchases of goods and/or services.

Procedure

The Procurement Card Program (P-Card) is established to provide immediate access to goods and/or services in a work stoppage situation, for routine supplies, travel related expenses or approved on-line purchases. Cardholders may initiate a transaction, within the limits of this policy and procedure and receive goods and/or services. Payments to vendors will be made by the P- Card Company. Accounts Payable will make monthly payments at the end of the billing cycle.

Receiving a Procurement Card

- Employees requesting a P-Card must submit an Enrollment Request Form (Appendix A) to the P-Card Administrator. The application must be approved by the appropriate Elected Official/Department Head responsible for the department in which the employee works.
- The P-Card Administrator shall have authority for card issuance.
- All initial P-Cards issued shall have a credit limit of \$5,000 as set by the Purchasing Agent.
- Approved Cardholder may attend a procurement training session by the Purchasing Agent upon request by the Cardholder.
- Approved Cardholder shall be issued a copy of this policy when P-Card is issued the by the P-Card Administrator.
- A Walker County Procurement Card Agreement shall be signed by each Cardholder prior to being issued a P-Card. The Agreement (Appendix B) indicates that the Cardholder understands the policy and procedures and the responsibilities of a P- Card Cardholder.
- In the event of any extenuating circumstances, the P-Card Administrator may request a temporary increase with verbal approval by the Purchasing Agent.
- In the event that the Cardholder needs a permanent limit change, the Employee requesting the increase must submit a Limit Change Request Form (Appendix C) to the P-Card Administrator. This request must be signed by the Cardholder, Cardholder's Elected Official/Department Head, Purchasing Agent and the P-Card Administrator.
- The P-Card Administrator has the authority to terminate or suspend a P-Card as required at any time as stated in this policy to protect the County's interests.
- The P-Card Administrator shall maintain all records of P- Card enrollment requests, authorizations, purchase limits, purchase limit increase requests, and any lost/stolen/destroyed card information.

Authorized Procurement Card Use

The P- Card shall have the Cardholders name embossed on it and shall be used only by the Cardholder. NO OTHER PERSON IS AUTHORIZED TO USE THE CARD.

The Cardholder may make transactions on behalf of others within their department with the written approval of a supervisor authorized to approve such purchases. The written approval for purchase on behalf of another employee must accompany the documentation for the purchase. The Cardholder is responsible for all use of his/her card. Use of the P- Card shall be limited to the following conditions:

- The purchase shall not circumvent any procurement policy or other policies adopted or approved by Commissioners' Court.
- When deemed an efficient procurement method and is for the best interest for Walker County.

Unauthorized Procurement Card Use

A Cardholder who makes unauthorized purchases or carelessly or fraudulently uses the P- Card, may be liable for the total dollar amount of such unauthorized purchases plus any administrative fees charged by the Bank or other associated costs in connection with the misuse. The Cardholder will also be subject to disciplinary action up to and including termination. The P- Card SHALL NOT BE USED for the following:

- Circumventing Commissioners Court approved contracts for items/services.
- To split purchases or make sequential purchases to avoid exceeding the maximum for a single transaction or purchasing threshold.
- Vendors that have an account set up with a procurement savings card. (Example: Walmart, Home Depot, Office Depot)
- To avoid competitive bidding requirements.
- Items/services that are on a current solicited contract.
- Purchase of a fixed asset without appropriate Purchasing Office and Commissioners Court approval.
- Technology devices and long-term commitments for services without appropriate Purchasing Office and Commissioners Court approval.
- Tires.
- Purchases for personal, family members, or friends use.
- Purchases that do not comply with the travel policy.
- Entertainment expense.
- Cash Advances.
- Telephone calls.
- Alcoholic Beverages.
- Tips.
- Unauthorized purchases.
- Any additional products/services restricted by County policy or state statutes.

Making a Purchase

- P- Card purchases for services do not require a requisition/purchase order process.
- P- Card purchases for goods do require an annual requisition, but do not require the purchase order process.
- It is policy to seek competition when possible, utilize existing contracts, and seek the lowest prices within the parameters of quality and delivery.
- All purchases must adhere to the guidelines established in the Procurement Policy Manual adopted by Commissioner's Court.
- Confirm that the good or service are available, meets the specification and delivery requirements, and agrees to accept your P- Card.
- All products purchased with a P- Card shall be sent to the Cardholder ordering the merchandise, as this will ensure that the documents necessary for the record keeping are readily available to the Cardholder.

Sales Tax

Cardholders are responsible for ensuring the vendor does not include sales tax in the transaction. If sales tax is included, the Cardholder will be responsible for ensuring that the vendor credits the sales tax back to the card no later than the following billing cycle. If the vendor does not credit sales tax back to the card, the Cardholder is responsible for reimbursing the tax amount back to the Walker County Treasurer.

- Walker County Tax Exempt Identification Number is 74 600 1432.
- Cardholder will be provided a copy of Walker County's tax exemption certificate upon request to the Purchasing Agent.

Cardholder Record Keeping

Whenever a P-Card purchase is made, documentation shall be retained as proof of the purchase. Such documentation will be used to verify the purchases listed on the Cardholder's monthly statement.

- When the purchase is made over the counter, the Cardholder shall retain the original invoice/receipt. The Cardholder is responsible for making sure the vendor lists the quantity and fully describes the item(s) on invoice/receipt.
- A copy of the invoice and approval for payment is due to the Auditors office within 10 business days of the statement notification.
- When making a purchase on-line, the Cardholder shall document the transaction by printing an itemized receipt and retain all shipping documentation.
- Cardholders are required to retain itemized corresponding receipts for all transactions and process them as required.
- All allowable expenses identified in this policy for Travel require the appropriate Travel Expense Form as outlined in the Travel Policy.
 - ❖ Travel Expense Forms shall be accompanied with itemized receipts and should clearly identify the training event attended with documentation attached that identifies the event as well as the receipt for the transaction. If traveling is not for conference or training the

Cardholder shall be exempt from the agenda or program outline. (See Travel Policy)

- Support documentation includes, receipts, shipping documents to verify the monthly transactions, packing slip, invoice, cash register tape, and credit card slips, etc.
- After the Cardholder has approved a transaction by signing the invoice/receipt and attaching all support documentation, the Cardholder must submit the items to his/her approving supervisor for approval before submitting to the Auditor's Office.
 - ❖ If the Cardholders approving supervisor is unavailable for approval then the items must be submitted to the Auditor's Office with a written note indicating why an approval was not received.
- If the Cardholder does not have documentation of a transaction listed on the statement, he/she shall attach a signed explanation that includes a description of the items(s) purchased, date of purchase, vendor's name and reason for lack of supporting documentation with supervisors' approval. Lack of documentation may be grounds for suspension of P- Card privileges and possible disciplinary action.
- Return of Items: If an item is not satisfactory, received wrong, damaged and/or defective or is a duplicate order, the Cardholder is responsible for making contact with the vendor to have the issue resolved. Items should be returned properly to the vendor by whichever means the vendor requires. The Cardholder must notify the Auditor's Office in writing of the return and shall attach a signed explanation that includes a description of the items(s) purchased, date of purchase, and vendor's name. The Cardholder is responsible for verifying accurate credit is posted for any returned items not to exceed two (2) billing cycles. Cash refunds shall be taken to the Treasurer's Office immediately.
 - ❖ If an item has been returned and a credit voucher received, the Cardholder shall verify with the Auditor's Office that this credit is reflected on the statement. The credit invoice/receipt must be submitted to the Auditor's Office and approved as documentation for the transaction.
 - ❖ If purchased items or credits are not listed on the monthly statement, the appropriate transaction documentation shall be RETAINED by the Cardholder until the next month
 - ❖ If the purchase or credit does not appear on the statement within sixty (60) days or two (2) billing cycles after the date of purchase, the Cardholder shall reimburse the charge to the County through the Walker County Treasurer's Office. The employee reimbursement receipt must be submitted and approved as documentation for the transaction to the Auditor's Office.
- Immediate action to resolve a dispute is of extreme importance. The Cardholder is responsible for correcting any erroneous charges, disputed items or returns. Disputed items can result from failure to receive goods or services, fraud or misuse, altered charges, defective merchandise, incorrect amounts, duplicate charges, credits not processed, sales tax, etc. It is the responsibility of the Cardholder to contact the vendor to determine a

resolution. The Cardholder must notify the Auditor's Office of any charge in dispute and its resolution for payment purposes. The Cardholder must notify the Auditor's Office and P-Card Administrator in writing of a Dispute that involves fraudulent charges.

P-Card Statement

The Auditors office will email a copy of the County wide statement each month to each County Elected Official/Department Head, or their designee (one) for distribution to Cardholders. The Elected Official/Department Head or their designee (one) is expected to work with the Cardholders they approved for a P-Card.

Suspension

Invoices and authorization for payment are due within 10 days of the charge to the card. With exceptions for special circumstances, all invoices, proper documentation, and authorization for payment shall be submitted to the Auditors Office no later than ten (10) business days of the receipt of the County statement for the Procurement Card. Failure to comply shall result in card privileges being suspended for 90 days and after two (2) suspensions within one (1) calendar year card privileges will be terminated.

Charge Appeal

The Cardholder is responsible for personal payment of lost receipts or receipts not received. The Cardholder shall reimburse the County through the Treasurer's Office immediately. A Cardholder may appeal to Commissioners' Court to make exception for lost receipts for special and non-recurring circumstances and submit a claim for reimbursement.

Card Security

It is the Cardholder's responsibility to safeguard the P-Card and account number to the same degree that a Cardholder safeguards his/her personal credit information.

- The Cardholder must not allow anyone to use his/her account number. A violation of this trust will result in that Cardholder having his/her card suspended and possible disciplinary action.
- If the card is lost or stolen, the Cardholder shall immediately notify the – Card provider. Representatives are available 24 hours a day. Cardholder must advise the representative that the call is regarding a MasterCard Procurement Card. The P-Card Administrator must also be notified immediately.
- A new Procurement Card shall be promptly issued to the Cardholder after the reported loss or theft. A card that is subsequently found by the Cardholder after being reported lost shall be destroyed by the P-Card Administrator.

Cardholder Separation

Prior to separation from the County, or transfer to another department, the Cardholder shall surrender the P-Card to his/her approved Elected Official/Department Head.

Upon its receipt, Elected Official/Department Head shall review, approve, and forward the month end statement to the Auditor's Office and the P- Card to the P-Card Administrator.

Definitions

P-Card: Procurement Card System

Vendor: A company from which a Cardholder is purchasing materials and/or equipment or services under the provisions of this procedure.

Cardholder: Personnel who have been issued Procurement Cards and who are authorized to make purchases in accordance with these procedures.

Designee: This individual has been delegated the authority to act on behalf of his/her Elected Official/Department Head and shall review and approve a Cardholder's monthly statement.

Intermittent: Occurring at irregular intervals; not continuous or steady.

P-Card Administrator: The County Treasurer is responsible for all program details.

Purchasing Agent: Is responsible for approving employee purchasing authority and setting procurement limits.

Monthly Purchase Limit: A dollar amount not to exceed for the duration of the billing cycle.

Routine Supplies: Small value items where the use of Procurement Card System is more efficient for products approved by policy or when vendor will not accept a purchase order. Routine supplies do not include stock items.

Work Stoppage: Situations where supplies or services are required to complete a project in a timely and efficient basis.

Point of Sale: A Point of Sale transaction is the point at which a retail transaction is completed where a cardholder makes a payment in exchange for goods and /or services in the same transaction.

Appendix A Enrollment Request Form

WALKER COUNTY PROCUREMENT CARD PROGRAM ENROLLMENT REQUEST FORM

This form is to request enrollment for a Walker County Procurement Card. I understand that, if approved, I will be issued a MasterCard in my name to be used for official County business only. As a Cardholder, I understand that I will be required to sign a procurement card agreement and have the option to attend a procurement card training session provided by the Purchasing Agent.

Cardholder Name: _____ Employee ID#: _____

Email Address: _____

Personal Street Address _____

Personal Phone #: _____ Office Phone #: _____

PURCHASING AUTHORITY: TRAVEL PRODUCTS SERVICES ALL

Department: _____ Monthly Cycle Limit: \$ _____

Elected Official/Department Head Approval Date

Purchasing Department Approval Date

As Cardholder, my signature acknowledges that I have received the listed credit card, training and credit card procedures manual.

Cardholder Signature Date

For Card Coordinator Use Only	
Last 6 of Card Number: _____	Date Issued: _____
4 Digit Activation Code: _____ P-Card Policy & Procedures Manual Issuance: _____	
P- Card Administrator Signature: _____	Date: _____
Date of Card Returned/Cancelled: _____	

Appendix B Procurement Card Agreement

WALKER COUNTY PROCUREMENT CARD AGREEMENT

I, _____, request to be assigned a Procurement Card in the name of Walker County. I understand that Walker County agrees to provide this Procurement Card to myself under the following conditions.

I _____ agree to abide by any and all procurement and travel policies, procedures, statutes, or legislation present or future while using this Procurement Card.

I _____ agree that the use of the Procurement Card is not for personal use and that misuse of the card can result in termination of the Procurement Card.

I _____ agree fuel for personal vehicles and employee meals may not be charged to a Procurement Card and that fuel for personal vehicles and employee meals shall be reimbursed on a travel expense form or requested by providing detailed receipts attached to a check request.

I _____ agree employees not issued a fuel card may use the Procurement Card for intermittent fuel purchases for county vehicles while traveling on county business, otherwise a fuel card shall be used when accepted with the area.

I _____ agree each charge to my Procurement Card must be properly documented with a detailed receipt and supporting documents.

I _____ agree no sales tax shall be charged on any County credit cards.

I _____ agree all purchases of supplies or services are to be documented with a detailed receipt and/or documentation supporting each charge and approval for payment.

I _____ agree that a travel form with original receipts attached and detailed documentation for describing the purpose of the travel must be provided for travel related charges to the Procurement Card.

I _____ agree the Procurement Card is a form of payment and in no way shall circumvent the procurement process.

I _____ agree that with exceptions for special circumstances, all invoices, proper documentation and authorization for payment shall be submitted to the Auditors Office no later than (10) business days of the statement for the Procurement Card. Failure to comply shall result in card privileges being suspended for 90 days and after two (2) suspensions within one (1) calendar year card privileges will be terminated.

I _____ agree my procurement Card shall be surrendered immediately upon separation of employment.

I _____ agree the Cardholder shall be responsible for personal payment of invoices and charges due to lost receipts or receipts not received. The Cardholder shall reimburse the County through the Treasurer's Office immediately.

I hereby acknowledge acceptance and agree to abide by the above stated guidelines, and agree to be bound by all requirements, county policies, and state regulations as set forth in the above referenced agreement.

Employee Signature

Date

Elected Official/Department Head, Name

Date

Appendix C Limit Change Request Form

WALKER COUNTY PROCUREMENT CARD PROGRAM LIMIT CHANGE REQUEST FORM

This form is to request a limit increase to an existing Walker County Procurement Card.

Cardholder Name: _____ Employee ID#: _____

Last 4 Credit Card #: _____ Email Address: _____

Personal Phone #: _____ Office Phone #: _____

PURCHASING AUTHORITY: TRAVEL PRODUCTS SERVICES ALL

NEW LIMITS REQUESTED

Current Monthly Cycle Limit \$ _____ New Monthly Cycle Limit: \$ _____

Elected Official/Department Head Approval

Date

Cardholder Signature

Date

Purchasing Department Approval

Date

P- Card Administrator Signature

Date

Appendix-2 Check Request / Requisition

Pay to: _____

Amount: \$ _____

Date: _____

Vendor# _____

Date Check Needed: _____

[illegible]

The above has been reviewed and recommendation for payment is made. I certify that the purchases were made in accordance with law and county adopted policies and that the purchase is solely for county purposes:

Signature of Certifying Employee

Department Approval and Certification

Purchasing Department - If Requisition Required

County Auditor Department Reviewed

Special Instructions: _____

Form: Check Request/Requisition
Use of Standard Form is required
County Auditor 09/06

Appendix-3 Procurement Policies and Procedures for Federal Grant Funds

Adopted July 2018, Rev January 2022

WALKER COUNTY PROCUREMENT POLICIES AND PROCEDURES-FEDERAL GRANT FUNDS

The County of Walker follows the procurement standards in 2 CFR 200.317 – 2CFR 200.327 and Appendix II to Part 200 for procurement actions to be funded with Federal funds. All attempts are made to adhere to these policies and procedures and updates are made as needed. The entirety of the language found in 2 CFR 200.317 – 2 CFR 200.327 may not be applicable in all instances, programs, and/or situations. This document contains the most current 2 CFR 200.317 – 2 CFR 200.327 language available at the adoption of these policies and procedures.

§200.317 Procurements by states.

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by §200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§200.318 through 200.327.

§200.318 General procurement standards.

- (a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§200.317 through 200.327.
- (b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c) (1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties

to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

- (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- (d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.
- (f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- (h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.
- (i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§200.319 Competition.

(a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and §200.320.

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

- (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;
 - (6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- (c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
- (d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
- (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- (e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- (f) Noncompetitive procurements can only be awarded in accordance with §200.320(c).

§200.320 Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

(a) **Informal procurement methods.** When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold* (SAT), as defined in §200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

(1) **Micro-purchases—(i) Distribution.** The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in §200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(i) **Micro-purchase awards.** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(ii) **Micro-purchase thresholds.** The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) (<https://www.ecfr.gov/current/title-48/chapter-1/subchapter-A/part-2/subpart-2.1>) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iii) **Non-Federal entity increase to the micro-purchase threshold up to \$50,000.** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with §200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

- (A) A qualification as a low-risk auditee, in accordance with the criteria in §200.520 for the most recent audit;
 - (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
 - (C) For public institutions, a higher threshold consistent with State law.
- (iv) **Non-Federal entity increase to the micro-purchase threshold over \$50,000.** Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.
- (2) **Small purchases**—(i) **Small purchase procedures.** The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.
- (i) **Simplified acquisition thresholds.** The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.
- (b) **Formal procurement methods.** When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with §200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:
- (1) **Sealed bids.** A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

- (A) A complete, adequate, and realistic specification or purchase description is available;
- (B) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

- (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- (E) Any or all bids may be rejected if there is a sound documented reason.

(2) **Proposals.** A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized

requests for proposals must be considered to the maximum extent practical;

- (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
- (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

(c) **Noncompetitive procurement.** There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

- (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
- (2) The item is available only from a single source;
- (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
- (5) After solicitation of a number of sources, competition is determined inadequate.

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§200.322 Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§200.323 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of

recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§200.324 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.325 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

- (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 - (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- (c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
- (1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 - (2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.326 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon

acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.327 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to this part.

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(a) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(b) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(c) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(d) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts

Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(e) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(f) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(g) Clean Air Act (42 U.S.C. 7401-7671g) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671g) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal

awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(h) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(i) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(j) See § 200.323*

(k) See § 200.216**

(l) See § 200.322***

***§ 200.323 Procurement of recovered materials.**

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

****§ 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.**

(a) Recipients and sub recipients are prohibited from obligating or expending loan or grant funds to:

- (1) Procure or obtain;
- (2) Extend or renew a contract to procure or obtain; or

- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
- (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.
- (b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.
- (c) See Public Law 115-232, section 889 for additional information.
- (d) See also § 200.471.

*****§ 200.322 Domestic preferences for procurements.**

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.



Walker County Purchasing Department

CONTRACT RENEWAL NOTICE

Lone Star Commissary
Tim Calcote
3664 State Hwy 19
Huntsville, TX 77320

4/3/24

RE: C2360-21-007- Commissary for the Walker County Jail

First, we would like to thank you for services that you have provided to Walker County this past year. It has been determined that your company has performed in accordance with the previous requirements and fulfilled the contract between you and Walker County. Therefore, Walker County desires to initiate the 3rd of 4 renewals to be effective from 1/1/24 through 9/30/24. This renewal contract period shall be governed by the specifications, pricing, and the terms and conditions outlined in C2360-21-007- Commissary for the Walker County Jail.

Pursuant to newly enacted Section 2252.90 of the Texas Government Code, as of January 1, 2016, any business entity entering into a contract with a local government (Walker County) that requires approval of the governing body (Commissioner's Court) must submit a disclosure of interested parties to the local government (Walker County) prior to the execution of the contract. The Texas Ethics Commission (TEC) has adopted a form for the disclosure of interested parties (Form 1295) and has created a website application for business entities to submit the required information. I have also included the directions of how to properly file this form 1295. Also attached you will find a HB 89 Form that must be completed as well.

Acknowledge your acceptance of this contract by signing this document in the space provided on this document along with your completed form 1295 and HB 89 Form and returning to the Walker County Purchasing Office as soon as possible so that we can get it on our next Commissioner's Court Agenda.

We look forward to working with you. Should you have any questions or concerns you may contact our office @ 936-436-4944 or email purchasing@co.walker.tx.us and or ccowart@co.walker.tx.us.

Sincerely,

Cheryl Cowart CTCD, CTCM
Purchasing Agent
Walker County

I/We hereby acknowledge acceptance of this Contract renewal, and agree to be bound by all requirements, terms, and conditions as set forth in the above referenced Contract.

Company: LONG STAR COMMISSARY Signed: Tim Calcote

Date: 4-4-24 Print Name: TIM CALCOTE

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

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

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2024-1142462

Date Filed:
04/04/2024

Date Acknowledged:

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

Lone Star Commissary LLC
Huntsville, TX United States

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

Walker County

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

C2360-21-007
Commissary Services for the Walker County Jail. Provides commissary items for purchase by county jail inmates.

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Calcote, Tim	Huntsville, TX United States	X	
	Sparkman, Richard	Huntsville, TX United States		X

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is TIM CALCOTE, and my date of birth is 11/8/1959.

My address is 952 ELKINS LAKE HUNTSVILLE TX 77340 USA.
(street) (city) (state) (zip code) (country)

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

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)



WALKER COUNTY PURCHASING

1301 Sam Houston Ave., Suite 235 Huntsville, Texas 77340 (936) 436-4944

HOUSE BILL 89 VERIFICATION

Prohibition on Contracts with Companies Boycotting Israel

The 85th Texas Legislature approved new legislation, effective Sept. 1, 2017, amended Sept. 1, 2019, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract with Walker County

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit. The law applies to only contracts that are between governmental entity and company with 10 or more full-time employees; and have a value of \$100,000 or more that is to be paid wholly or partly from public funds of the government entity.

I, (authorized official) TIM CALCOTE, do hereby depose and verify the truthfulness and accuracy of the contents of the statements submitted on this certification under the provisions of Subtitle F, Title 10, and Government Code Chapter 2270 and that the company named below:

- 1) does not boycott Israel currently; and
- 2) will not boycott Israel during the term of the contract; and
- 3) is not currently listed on the State of Texas Comptroller's Companies that Boycott Israel List located at: <https://comptroller.texas.gov/purchasing>

LONE STAR COMMISSARY

Company Name

Tim Calcote

Signature of Authorized Official

4/4/24

Date

OWNER/PRESIDENT

Title of Authorized Official

Any delay in returning this form will result in delay of approval and/or award of the contract. If this form is not returned, Walker County will not proceed with the approval and/or award of the contract.

Column G "Title Paperwork" MUST be filled out in order for us to process the auction. If left blank, processing will be delayed and the spreadsheet will need to be re-submitted. All items should be marked with "Y" unless the item comes with title paperwork that is registered separately with the state (i.e. vehicles, boats, and some equipment).

[illegible]



WALKER COUNTY

(50) 4REs ELC Unlimited Storage (5 YRS)

03/21/2024

Billing Address:
WALKER COUNTY
1301 SAM HOUSTON AVE
HUNTSVILLE, TX 77340
US

Shipping Address:
WALKER COUNTY
WALKER COUNTY SHERIFF
DEPT
717 FM 2821 W STE 500
HUNTSVILLE, TX 77320
US

Quote Date:03/21/2024
Expiration Date:06/19/2024
Quote Created By:
Christopher Morgan
Regional Sales Manager
Chris.Morgan@
motorolasolutions.com
5127559006

End Customer:
WALKER COUNTY
Dillon Harris
dharris@co.walker.tx.us
(936) 435-2418

Payment Terms:30 NET

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price
		VideoManager EL & EX: Video Evidence Management					
1	PSV00S03897A	REMOTE DEPLOYMENT, CONFIGURATION AND PROJECT MANAGEMENT	1		\$4,000.00	\$3,200.00	\$3,200.00
2	WGC02002	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER IN-CAR VIDEO SYSTEM WITH 2 CAMERAS	50	5 YEAR	\$5,593.75	\$4,475.00	\$223,750.00
3	WGC01013	VIRTUAL UPLOAD APPLIANCE	1	5 YEAR	\$9,375.00	\$7,500.00	\$7,500.00
4	WGW00166-100	EL4 TO VIDEOMANAGER EL DATA MIGRATION SERVICE, PER TB OF DATA	26		\$500.00	\$400.00	\$10,400.00
5	Incentive	Multi Year Incentive Expiration Date: 05/31/2024	1		-\$34,451.00	-\$34,451.00	-\$34,451.00
Subtotal							\$306,062.50
Total Discount Amount							\$95,663.50



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Grand Total

\$210,399.00(USD)

Pricing Summary

	List Price	Sale Price
Upfront Costs for Hardware, Accessories and Implementation (if applicable), plus Subscription Fee	\$74,812.50	\$25,399.00
Year 2 Subscription Fee	\$57,812.50	\$46,250.00
Year 3 Subscription Fee	\$57,812.50	\$46,250.00
Year 4 Subscription Fee	\$57,812.50	\$46,250.00
Year 5 Subscription Fee	\$57,812.50	\$46,250.00
Grand Total System Price	\$306,062.50	\$210,399.00

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.



MOBILE VIDEO SYSTEM ADMINISTRATOR SOLUTION DESCRIPTION

Mobile Video System Administrator service is tailored to meet your specific needs and provides an experienced and knowledgeable technical operations resource to assist with the management of your Mobile Video solution while you focus your attention on meeting your organizational goals.

The role spans across the Mobile Video system by providing assistance and guidance on your video evidence solution as well as your body-worn cameras and in-car video systems, enabling you to upload video evidence quickly and securely. The System Administrator is a qualified and trained technical operations professional with in-depth knowledge of Motorola Mobile Video solutions.

CUSTOMIZABLE DELIVERY

Motorola tailors the System Administrator service to the needs of the customer. The customer has the ability to obtain a full-time on location technician or a remote technician. This allows for flexibility and customization based on the level of support needed to support your system.

Onsite System Administrator

Motorola Onsite System Administrator (OSA) provides customers with a dedicated full-time resource from Motorola global support and managed services organization. This resource is focused on administering and supporting your Mobile Video System to ensure optimum performance and availability. By partnering with the Customer, the OSA will develop an understanding of the customer's specific environment, specific requirements, and customizations. The OSA will act as the interface between Motorola technical support teams to achieve the goals outlined by the Customer.

Time Based System Administrator (Remote Delivery)

The time based / remote system administrator service provides the customer the opportunity to rely on a time-based and dedicated team from Motorola. The resource is available at the Customer's request, to assist with patches, changes, or other issues as they arise within the customers Mobile Video solution. Assistance will be provided via phone, email, or video conference. They are also available proactively to help provide guidance on best practices within your organization.

SUBSCRIPTION SERVICE

The System Administrator service is provided as an annual subscription service and is subject to Motorola's standard terms and conditions and applicable Addenda located at https://www.motorolasolutions.com/en_us/about/legal/video_security_terms.html. In addition to those terms, the Customer acknowledges that the System Administrator Service is an annual subscription that auto-renews annually. If the Customer would like to terminate the Service, they may do so in writing sixty (60) days prior to the upcoming renewal term. In the event the Customer terminates for convenience during the term, Customer acknowledges that no pro-rata refund of any prepaid fees will be provided.



VIDEOMANAGER EL CLOUD SOLUTION DESCRIPTION

VideoManager EL Cloud simplifies evidence management, automates data maintenance, and facilitates management of the Customer's cloud-based, off-premises storage solution.

It is compatible with V300/V700 body-worn cameras and M500 in-car video systems, as well as, legacy VISTA body-worn cameras and 4RE in-car video systems enabling the Customer to upload video evidence quickly and securely. VideoManager EL Cloud allows live streaming from the V300/V700 body-worn cameras and the M500 in-car video system to CommandCentral Aware.



VIDEO EVIDENCE MANAGEMENT

VideoManager EL Cloud delivers benefits to all aspects of video evidence administration. With this streamlined process, the Customer minimizes the amount of time spent manually managing evidence, allowing your team to spend more time in the field.

Simplified Evidence Review

VideoManager EL Cloud makes evidence review easier by allowing users to upload evidence into cloud storage from their in-field devices. This information includes a recording's date and time, device used to capture the evidence, event ID, officer name, and event type. This allows the Customer to view recordings of an incident that were taken from several devices simultaneously, eliminating the task of reviewing irrelevant footage. Its built-in media player includes a visual display for incident data, highlighting moments of interest when lights, sirens, or brakes are activated during the event timeline.

Other relevant files, such as PDFs, spreadsheets, reports, third-party videos, audio recordings, pictures, and drawings can also be grouped together and stored under a specific case entry, allowing all pertinent information to be stored together.

Easy Evidence Sharing

VideoManager EL Cloud allows you to easily share information by exporting evidence. Ways to export evidence include downloading to a PC, sharing evidence through a cloud-based service, or Rimage. Rimage is a robust tool responsible for exporting evidence to DVD/BR discs.

Automatic Data Maintenance

VideoManager EL Cloud can schedule the automatic purging of events based on recorded event category and age. It is user customizable.

Security

The Customer will sync security groups and users from the Azure Active Directory. In VideoManager EL Cloud, the Customer can grant groups access to the evidence on an as-needed basis.



Integration with In-Car Video Systems and Body-Worn Cameras

Video and audio captured by the integration of in-car video systems (4RE, M500) and body-worn cameras (VISTA, V300, V700) are automatically linked in VideoManager EL Cloud based on time, officer name, or group recordings. The Customer can utilize synchronized playback and export of video and audio from multiple devices in the same recording group.

DEVICE MANAGEMENT

The Customer can easily manage, configure, and deploy their in-car and body-worn cameras in VideoManager EL Cloud. Body-worn cameras are checked out to a given officer, where VideoManager EL Cloud keeps record of who last had the body-worn camera. In contrast, in-car video systems are configured with a list of officers who are authorized to use it. When an officer logs into the device, the officer is marked as the owner of any evidence that is created by the device. VideoManager EL Cloud does not display the officer's name who is currently associated with the in-car video system, but it does for body-worn cameras.

VideoManager EL Cloud's Rapid Checkout Kiosk feature allows agencies to take advantage of pooled body-worn cameras. The cameras can be checked out at the beginning of a shift using an easy-to-use interface. At the end of a shift, the body-worn camera will be returned to its dock, where video is automatically uploaded. The camera is then ready to be checked out for the next shift.

The in-car and body-worn cameras can also be configured to remember preference settings for each user, including volume level, screen brightness and camera aim. These settings are applied whenever a device is assigned to a specific user. There are other settings in VideoManager EL Cloud that will enable the Customer to configure devices to operate in alignment with your agency's policies and procedures.

REPORTING

VideoManager EL Cloud's Report Management allows the creation of reports that will give the Customer greater insight into the system. Reports are created to provide a specific type of data from a specified time period. Report types cover areas such as recorded event details, purged recorded events, recorded events with unknown metadata, body-worn camera assignments, device use, and case details.



MOBILE VIDEO PRODUCTS NEW SYSTEM STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of body-worn camera(s) and/or in-car video system(s) and your digital evidence management solution. For the purpose of this SOW, the term "Motorola" may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola's behalf to install your in-car video system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. All work will be performed during normal business hours based on the Customer's time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola's Master Customer Agreement and applicable addenda ("Contract").

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola's Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer's PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our Mobile Video offerings (i.e. in-car/body-worn cameras) require compliance with the FBI-CJIS Security Policy (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL



security controls as a guide. Motorola's Mobile Video system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the CJIS Security Policy Section 5.12 Personnel Security related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring CJIS Section 5.12 Personnel Security screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.



SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities

The Motorola Project Team will be assigned to the project under the direction of the Motorola PM. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Conduct equipment inventory if applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct daily status calls with the Customer during Go-Live.

Post Sales Engineer

The Post Sales Engineer will work with the Customer's Project Team on:

- Discovery validation.
- System provisioning.
- Covers the IT portion of the Project Kickoff Call with the Customer.
- Contracted data migration between two disparate digital evidence management systems (if applicable).



System Technologist (ST)

The ST will work with the Customer's Project Team on:

- Configure Customer's digital evidence management system.
- Inspect installation and configure hardware devices.
- Provide instructions to the Customer on how to configure the hardware.
- Review Deployment Checklist with the Customer.
- Develop and submit a Trip Report.
- Update Customer IP Map.

Professional Services Engineer (if applicable)

The Professional Services Engineer is engaged on projects that include integration between Motorola's digital evidence management system and the Customer's third-party software application. Their responsibilities include:

- Delivery of the interface between Motorola's digital evidence management system and the Customer's third-party software (e.g. CAD).
- Work with the Customer to access required systems/data.

Application Specialist (if applicable)

The Application Specialist will work with the Customer Project Team on system provisioning and education. The Application Specialist's responsibilities include but are not limited to:

- Deliver provisioning education and guidance to the Customer for operating and maintaining their system.
- Provide product education as defined by this SOW and described in the Education Plan.
- Provide on-site training based on the products the Customer purchased.

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training on-site or remote depending on the training topic and deployment services purchased.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car video systems (ICVs) into Customer vehicles. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include the following:

- **Required Training**
 - WTG0501 - M500 Vehicle Installation Certification (Remote) or WTG0503 - M500 Vehicle Installation Certification (Live)
 - Needs to be renewed yearly.
 - Needs to be submitted to the PM by the technician completing the installation no less than thirty (30) days prior to the installation.
 - Review of any previous Motorola Solutions Technical Notifications (MTNs).
- **Optional Training**
 - WGD00186 - M500 Installation Overview and Quick Start (NA)
 - Not required for installation. Available for the installing technician.
 - WGD00177 - M500 In-Car Video System Installation Guide
 - Not required for installation. Available for the installing technician.
 - MN010272A01 - M500 In-Car Video System Basic Service Manual



- Not required for installation. Available for the installing technician.

Other responsibilities the Motorola-certified installer may be involved in include the installation of cellular routers or Access Points. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support Services Team

The Customer Support Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources.



- Assume responsibility for all fees pertaining to licenses, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.
- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Maintain provisioning.
- Implement changes to Customer infrastructure in support of the proposed system.

Video Management Point of Contact (POC)

The Video Manager POC will educate users on digital media policy, participate in Discovery tasks, and complete the Video Management Administration training. The Customer is responsible for its own creation and enforcement of media protection policies and procedures for any digital media created, extracted, or downloaded from the digital evidence management system.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and provisioning process, including making decisions on global provisioning. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on provisioning, workflows, and department policies related to the proposed system.

Training POC

The Training POC will act as the course facilitator and is considered the Customer's educational monitor. The Training POC will work with Motorola when policy and procedural questions arise. They will be responsible for developing any agency specific training material(s) and configuring new users on the Motorola Learning eXperience Portal (LXP) system. This role will serve as the first line of support during Go-Live for the Customer's end users.



General Customer Responsibilities (if applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- Coordinate and facilitate communication between Motorola and Customer third-party vendor(s) as required.
- Motorola-certified installers must be certified through LXP for remote or in person installation training. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Active participation of Customer SMEs during the course of the project.
- Electronic versions of any documentation associated with business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide Virtual Private Network (VPN) remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to server(s).
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.
- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support.
- Provide all environmental conditions such as power, uninterruptible power sources (UPS), HVAC, firewall and network requirements.
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.



PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

PROJECT PLANNING SESSION

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
 - Contract documents.
 - A summary of contracted applications and hardware as purchased.
 - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
 - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Determine Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in LXP.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.

PROJECT KICKOFF

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.



Note – The IT Questionnaire is completed during the pre-sales process and prior to Contract award. The IT Questionnaire is given to Motorola at the time of offer acceptance. Delay in completing the IT Questionnaire may delay shipment of equipment. Motorola will not be responsible for any delays associated with or related to the completion of the IT Questionnaire.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss vehicle equipment installation activities and responsibilities.
- Discuss the equipment inventory process (if applicable).
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Discuss and deliver the Business Process Review (BPR) Workbook.
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the LXP training approach.
- Provide designated Customer administrator with access to LXP.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Provide VPN access to Motorola personnel to facilitate delivery of services described in this SOW.
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Provide Motorola with names and contact information to the designated LXP Administrator(s).

Motorola Deliverables

- Project Kickoff Meeting Minutes.
- BPR Workbook.
- Deployment Checklist.

DISCOVERY TELECONFERENCE

During the Discovery Teleconference, Motorola will meet with the Customer to define system configuration, as well as, agency recording and retention policies. This information will be documented in the Business Process Review (BPR) Workbook, which is used as a guide for configuration and provisioning decisions.

Motorola Responsibilities

- Facilitate Discovery Teleconference(s).
- Review and complete BPR Workbook with the Customer.



- Confirm Customer-provided configuration inputs.

Customer Responsibilities

- Gather and review information required to complete the BPR Workbook during the Discovery Teleconference.
- Schedule Customer Project Team and SMEs to attend the Discovery Teleconference. SMEs should be present to weigh-in on hardware, software and network components. Customer attendees should be empowered to convey policies and make modifications to policies as necessary.
- Return completed BPR Workbook no later than five (5) business days after the conclusion of the Discovery Teleconference.

Motorola Deliverables

- Completed BPR Workbook.



PROJECT EXECUTION

HARDWARE PROCUREMENT AND INSTALLATION

Motorola will procure contracted hardware as part of the ordering process. The hardware will be configured with a basic profile in line with the information provided by the IT Questionnaire or Discovery Teleconference for installation and configuration of the system. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Inventory equipment after arrival at Customer location (if applicable).
- Install backend server in Customer's designated area (if applicable).
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Verify remote connection to hardware.
- For an on-site deployment, Motorola will be responsible for verifying the body-worn camera Transfer Stations are connected to the Customer's network. The Customer is responsible for ensuring Motorola has the correct IP address(es) for configuring the Transfer Stations, and the Customer's network is operational.
- The installer will be responsible for installing the Access Point(s) (APs) if provided by Motorola (if applicable).
- The ST will verify whether the AP(s) are properly installed and connected to the network (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Procure Customer-provided equipment and make it available at the installation location.
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.).
- Verify the server is connected to the Customer's network.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to the CommandCentral cloud by utilizing the Customer's Internet connection (if applicable).
- Install Customer-supplied APs (if applicable).
- Verify APs are properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying the body-worn camera Transfer Stations are connected to their network.
- Confirm access to installed software on Customer-provided workstation(s).
- For body-worn cameras, the Customer will verify whether the Transfer Station(s) are connected to their network.

Motorola Deliverables

- Contracted Equipment.



- Equipment Inventory (if applicable).

In-Car Video System Configuration (if applicable)

The Motorola-certified installer will complete the installation of the in-car video (ICV) system(s) within the Customer-provided vehicle(s). The installer may also be responsible for installing cellular routers or WiFi radios inside the vehicle(s) for wireless upload of video to the Customer's digital evidence management system.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of ICVs. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of ICV configurations completed. If the Customer requires the ST to complete the full contractual number of ICVs at a later date and time, additional cost may be incurred. **Table 1-1** shows the number of ICVs an ST is contractually obligated to configure and test based on the number of ICVs purchased.

Table 1-1: Number of Contractual ICV Configurations

Number of ICV Purchased	Number of ICV to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Note – The Pricing Page will reflect in-car video installation services by Motorola if Motorola is responsible for the vehicle installations.

Motorola Responsibilities

- Setup server for ICV digital video recorder (DVR) configuration.
- Create configuration USB used to complete ICV hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of ICVs.
- Complete ICV configuration on a single vehicle, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining ICV configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed ICV hardware configurations.



- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to ICV (if applicable).
- Activities surrounding ICV (M500) interface to Automatic License Plate Recognition (ALPR) (if applicable).
 - Install Car Detector Mobile MDC Software on Customer-provided mobile data terminal (MDT) within the vehicle.
 - Configure MDC Network Card.

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete ICV hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for ICV hardware configuration(s).
- Make ICV hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of vehicle installation.

Motorola Deliverables

- Complete Functional Validation Plan as it applies to the proposed solution.

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. If a Motorola-certified installer is not used to install the ICV(s), Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing the ICV(s) through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For ALPR installations, an MDT is required for all vehicles (if applicable).

Body Worn Camera Configuration (if applicable)

The Transfer Station will be utilized to configure each body-worn camera according to the Business Process Review. In order for this process to be successfully completed, the Transfer Station must be connected to the Customer's digital evidence management system. The table below shows the number of body-worn cameras an ST is contractually obligated to configure and test based on the number of body-worn cameras purchased.

Table 1-2: Number of Contractual Body-Worn Camera Configurations

Number of BWC Purchased	Number of BWC to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10

Number of BWC Purchased	Number of BWC to Test
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Motorola Responsibilities

- Configure Transfer Station(s) for connectivity to the digital evidence management system.
- Verify the Transfer Station(s) is configured properly and connected to the network.
- Configure body-worn camera(s) within the digital evidence management system.
- Check out body-worn camera(s) and create a test recording.
- Verify completion of upload from body-worn camera(s) after it is docked in a Transfer Station or USB dock.
- Install and provide a demonstration of client software as part of the same on-site engagement as Go-Live, unless otherwise outlined in this SOW.

Customer Responsibilities

- Select physical location(s) for Transfer Station(s).
- Provide and install workstation hardware.
- Complete installation of client software on remaining workstations and mobile devices.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

Automatic License Plate Recognition (ALPR) Commissioning (if applicable)

This section highlights the responsibilities of Motorola and the Customer when an in-car video system interfaces with the Law Enforcement Archival Report Network (LEARN) database.

Motorola Responsibilities

- Create a Customer account in the LEARN system with user emails.
- Verify the Customer has installed and launched the Vigilant Car Detector Mobile Software per the Vigilant LEARN Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Car Detector Mobile MDC software installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.



SOFTWARE INSTALLATION AND CONFIGURATION

Motorola will install VideoManager Evidence Library (EL) software on a specified number of workstations dictated by the Contract. The Customer will be responsible for installing the software on the remaining workstations. Provisioning of VideoManager EL software will be done in accordance with the information contained in the BPR Workbook.

Installation of VideoManager EL software consists of the following activities:

- Delivery and installation of server hardware (if applicable).
- Network discovery.
- Operating system and software installation.
- Onboarding user / group identity set up.
- Provide access to the application.

VideoManager EL (if applicable)

The VideoManager EL software is an on-premises solution that requires an onsite server and supports both body worn cameras and in-car video systems.

Motorola Responsibilities

- Install software on a specified number of customer workstations and/or mobile devices.
- Use information provided in the BPR Workbook to configure VideoManager EL software.
- Test software using applicable portions of the Functional Validation Plan.
- Provide instruction on client software USB utility.

Customer Responsibilities

- Provide a network environment that conforms to the requirements presented in the Solution Description.
- Procure and install server and storage hardware at desired location in accordance with Solution Description requirements.
- Perform a power on test with Motorola.
- Provide assigned Motorola System Administrator with access to SQL database for installation purposes (Motorola's access will be revoked upon conclusion of the installation).
- For Active Directory integration, provide domain user (service account), security group (for application administrators including service account), and domain read access (if applicable).
- Provide workstation and/or mobile device hardware in accordance with specifications listed in the Solution Description.
- Complete online training.
- Complete installation of client software on remaining workstations and/or mobile devices.

VideoManager ELC (if applicable)

VideoManager ELC software is a cloud solution that does not require an onsite server and supports both body-worn cameras and in-car video systems.

Motorola Responsibilities

- Use information provided in BPR Workbook to configure VideoManager ELC software.
- Based on Customer feedback, perform the following activities:



- Create users, groups, and setup permissions.
- Create event categories.
- Set retention policies.
- Test software using applicable portions of the Functional Validation Plan.
- Ensure training POC can access the system.

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)**Motorola Responsibilities**

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.

CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.



DATA MIGRATION SERVICES (IF APPLICABLE)

The Customer is responsible for partitioning data to be converted from a legacy or on-premises digital evidence management system to an on-cloud solution as part of this offer. The Customer will have ten (10) business days to provide feedback after Motorola validates the migrated data. If feedback is not received on or before ten (10) business days, Motorola will assume the migration is complete.

Motorola Responsibilities

- Receive access to Customer video data.
- Perform contracted data migration and validation.

Customer Responsibilities

- Provide remote access to partitioned data to be migrated.
- Validate migrated dataset, and provide Motorola with feedback within ten (10) business days.

Completion Criteria

- A migrated dataset as defined in the Contract.

DEMS INTEGRATIONS AND THIRD-PARTY INTERFACES (IF APPLICABLE)

The integration between Motorola's digital evidence management system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

- Develop and configure interface(s) to support the functionality described in the Solution Description.
- Establish and validate connectivity between Motorola and third-party systems.
- Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the digital evidence management system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between digital evidence management system and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or Customer-provided third-party hardware or software.



SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote) depending on what is purchased. Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Education Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

ONLINE TRAINING (IF APPLICABLE)

Online training is made available to the Customer through LXP. This subscription service provides customers with unlimited access to our online training content and provides users with the flexibility of learning the content at their own pace. Training content is added and updated on a regular basis to keep information current.

Through LXP, a list of available online training courses, Motorola User Guides, and Training Material are accessible in electronic format.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of LXP for the Customer.
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During onboarding, assist the Customer with LXP usage.
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content.
- Provide instruction to Customer LXP Administrator on building groups.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training.
- Ensure network and Internet connectivity for Customer access to LXP.
- Customer's primary LXP Administrator is required to complete the following self-paced training: LXP Introduction (LXP0001), LXP Primary Site Administrator Overview (LXP0002), and LXP Group Administrator Overview (LXP0003).
- Advise users on the availability of training through LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Build groups as needed.

INSTRUCTOR-LED TRAINING (ON-SITE AND REMOTE, IF APPLICABLE)

Instructor-led courses are based on products purchased and the Customer's Education Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the Education Plan.



- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Education Plan.

Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.



PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

Provide Customer with survey upon closure of the project.



ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Videomanager EL Cloud (VMELC) must be connected to the Microsoft Entra ID (formally known as Microsoft Azure Active Directory) for user authentication to the VMELC application. Microsoft Entra ID can be synchronized with the Customer's on-premises Active Directory using Azure AD Connect. If the Customer is using Microsoft Office 365, Motorola will be able to integrate with this Microsoft Entra ID.
- Must be 2003 or later for Microsoft Entra ID integration.
- Upload Speed Requirements for Hardware Devices
 - 5 Mbps + 3 Mbps per additional device.
 - This assumes it will take 8 hours to upload 5 GB of video on a device.
 - 40-50 Mbps per concurrent uploading device.
 - This assumes video is required to upload within 30-40 minutes with approximately 5 GB to upload.
- If the Customer is supplying an upload server to temporarily store video, please verify the server complies with the specifications provided in the Solutions Description.
- By default, M500 ICVs and V300/V700 BWCs do not need an upload server for cloud deployments. An upload server may be required depending on how many devices are uploading concurrently and the need for the Customer to upload video evidence at a given speed.
- Upload appliance required if using 4REs or VISTA body worn cameras connected to VideoManager EL Cloud
- Cellular upload of ICVs and BWCs (if applicable) requires an Ethernet connection to an LTE modem in the vehicle.
- If the Customer is supplying a server for VideoManager EL (On-premises) solution, the Customer must verify the server is not a Domain Controller.
- VideoManager EL for on-premises cannot be installed on a server running Active Directory or Exchange applications on the Customer's network.
- The ICVs are configured with a hidden SSID and WPA2-AES Security with a 128-bit Pre-shared Key. If another type of security is desired, the Customer will be responsible for configuring these security requirements into the ICVs. This information must be supplied through the IT Questionnaire in order for the factory to configure the correct security requirements.
- If the Customer is supplying their own Access Point, it must be 5 GHz 802.11n compatible.





Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



MEMORANDUM OF AGREEMENT
between
LEAD REGIONAL ADVISORY COUNCIL
and
SPONSORING ENTITY
for
EMERGENCY MEDICAL TASK FORCE

1. PARTIES

The Parties to this Memorandum of Agreement (“Agreement”) are a Department of State Health Services designated Lead Regional Advisory Council (“Lead RAC”) **SouthEast Texas Regional Advisory Council**, properly authorized to do business in the State of Texas, and

, as a Sponsoring Entity, hereafter referred to as “Sponsoring Entity” that wishes to participate as a member of the Emergency Medical Task Force (“EMTF”).

Entities eligible to participate in the Emergency Medical Task Force Program include:

a. Pre-hospital Emergency Medical Services Providers

- i) Must be a DSHS Licensed Emergency Medical Services Provider or First Responder Organization (FRO).
- ii) Must meet Texas Department of State Health Services (DSHS) requirements for minimum, lawful staffing per applicable DSHS licensure.
- iii) Must have at least twelve (12) months of experience providing emergency medical services in the State of Texas.
- iv) Must maintain a business office within the boundaries of the State of Texas.
- v) Must adhere and abide by all federal, state, and local laws and rules and must adhere and abide by the Texas Health & Safety Code, Chapter 773, Emergency Medical Services and the Texas Administrative Code, Title 25: Health Services, Chapter 157: Emergency Medical Care during the time of its deployment to provide mutual aid in a pending or actual disaster.

b. Healthcare Facility Clinical Personnel

- i) Must operate a Department of State Health Services licensed General Hospital.
- ii) Must maintain a business office within the boundaries of the State of Texas.
- iii) Must adhere and abide by all federal, state, and local laws and must adhere and abide by the Texas Health & Safety Code, Chapter 241, Hospitals and the Texas Administrative Code, Title 25: Health Services, Chapter 133: Hospital Licensing.

c. Physician and Professional Clinical Groups

- i) Must be a business doing business in the State of Texas, providing board certified Emergency Medicine Physicians, Physician Assistants and Nurse Practitioners.
- ii) Must maintain a business office within the boundaries of the State of Texas.

2. EXECUTIVE SUMMARY

The Texas Emergency Medical Task Force is comprised of eight regional teams, strategically located throughout the State of Texas, aligned with the DSHS Public Health Regions. These regional teams leverage existing relationships with EMS Providers, Fire Departments, Hospitals and Healthcare Organizations to provide personnel and essential resources available to respond within its specific region or throughout the State when needed. In general, regional deployments are shorter than 12 hours in duration and are initiated at the request of a local partner or jurisdiction. This type of activation constitutes regional mutual aid; therefore, reimbursement may not be available. Activations originating at the state level will include a mechanism for reimbursement through a State Mission Assignment (“SMA”). Additionally, an incident that exceeds twelve (12) hours in duration will include a mechanism for reimbursement per Chapter 418 of the Texas Government code. It is important to note that an incident which warrants a State Mission Assignments can occur anywhere within the State of Texas and that Parties to this memorandum may be activated on a regional mutual aid request and transitioned to a State Mission Assignment when the incident exceeds the State threshold based on complexity, duration, or cost. Additionally, the Emergency Medical Task Force may be activated by the State of Texas to respond outside the State, if requested by other States or through the Federal Emergency Management Agency, the Federal Health and Human Service Department or another duly authorized federal agency.

The Emergency Medical Task Force Program consists of seven components: Task Force Leadership, Ambulance Strike Teams, Ambulance Buses, Mobile Medical Units, Registered Nurse Strike Teams, Medical Incident Support Teams, and Ambulance Staging Management Teams. These components provide maximum flexibility for the activation, deployment and utilization of specialized teams and resources needed for unique situations and missions resulting from tragedies, such as hurricanes, tornadoes, earthquakes, wildfire, flooding, terrorism and any other natural or manmade disaster.

The Emergency Medical Task Force relies on active participation from partners and stakeholders within each region and across the State of Texas to provide this valuable response capability to the citizens of Texas.

3. PREEMPTION

- a.** This Agreement is not intended to replace any mutual aid agreement or compact that a Sponsoring Entity legally has in place in its community.
- b.** Any business or contractual relationship that exists outside the scope of this Agreement between the Lead RAC and the Sponsoring Entity shall remain in full effect, and where provisions are applicable to multiple agreements, the Parties agree to comply with the higher standard.

- c.** Parties agree that the Sponsoring Entity has the right to accept or decline an activation request during the process.
- d.** The Lead RAC has final authority to assign Resources to positions within the team for a specific activation.

4. LIABILITY

- a.** Sponsoring Entity shall have no right, and does by this Agreement waive its right, to file a claim(s) against DSHS, the State of Texas, and the Lead RAC for any personal or property injuries, damages, or requests for State subrogation for any tort that they may incur during activation or arising therefrom, or any other claims filed against them as a result of their activities during activation. DSHS, the State of Texas, and the Lead RAC do not waive any immunity from suit or liability that they may have under state/federal laws and the Texas constitution notwithstanding the above. To the extent that Resource is a local governmental entity, unit of State government, or a Texas political subdivision, the waivers provided herein are further subject to state law and the Texas constitution which may make them unenforceable in whole or in part.
- b.** Sponsoring Entity shall assume responsibility for liability claims, malpractice claims, disability claims, workers' compensation claims, attorneys' fees, and other incurred costs to the extent required by Texas law for its personnel and equipment.
- c.** The Sponsoring Entity shall continue to assume legal and financial responsibility of the personnel and equipment for the duration of activation or deployment.

5. RESOURCE CREDENTIALING

- a.** Sponsoring Entity shall ensure that all personnel meet all licensing, training and certification requirements related to his/her particular profession and/or mission.
- b.** Sponsoring Entity shall ensure that all personnel are actively employed and engaged in the clinical specialty which they are assigned within the team.

6. REIMBURSEMENT

- a.** Summary
 - i) The Emergency Medical Task Force Program, in conjunction with the Department of State Health Services, committed to timely reimbursement of Sponsoring Entities that provide resources and personnel in times of disaster.
 - ii) Sponsoring Entities are encouraged to file their reimbursement packets through their Lead RAC as quickly as possible to ensure timely reimbursement from DSHS but no later than 6 (six) months after the demobilization.
 - iii) Reimbursement for costs associated with EMTF activities will be process and paid within 45 days. The 45 day reimbursement timeline will begin only after a completed reimbursement packet is accepted by the Department of State Health Services.

7. TERM

- a. The term of this Agreement is ongoing until cancelled by either part with 30 day written notice to the other. This Agreement will be governed by and construed in accordance with the laws of the State of Texas without regard to its conflicts of law rules.

8. MODIFICATION

- a. This Agreement constitutes the complete agreement between the Parties relating to the matters specified in this Agreement, and supersedes all prior representations or agreements, whether written or oral, with respects to such matters.
- b. This Agreement may only be modified through a written amendment signed by the Parties and thus no oral modifications hereof shall be permitted. The Parties agree to take such action as is necessary to amend this Agreement periodically as may be required by federal or State law.
- c. Operational plans and administrative procedures pertaining to the participation of the Sponsoring Entity within the program will be facilitated through the Sponsoring Entity Point of Contact, listed below. Changes to the individual identified as the Sponsoring Entity Point of Contact shall be submitted in writing by the authority signed below.

Sponsoring Entity *Operational Point of Contact* (POC) (1st):

Name:

Title:

Contact #:

Email:

Sponsoring Entity *Operational Point of Contact* (POC) (2nd):

Name:

Title:

Contact #:

Email:

- d. Any notice required under this Agreement to be given to either the Lead RAC or the Sponsoring Entity shall be made in writing to:

Lead RAC:
SouthEast Texas Regional Advisory Council

Sponsoring Entity:

Attn to:
Lori Upton
Interim CEO

Attn to (Signatory / Admin POC):

Address / Email:
1111 North Loop West
Suite 160
Houston, TX 77008
lori.upton@setrac.org

Address / Email:

IN WITNESS WHEREOF and acknowledging acceptance of the foregoing, the Parties affix their signatures hereto

Lead RAC
SouthEast Texas Regional Advisory
Council

Sponsoring Entity

Signature
Lori Upton
Interim CEO

Signature

Date

Date

WALKER COUNTY OFFICE OF EMERGENCY MANAGEMENT MOBILE APP



BUTCH DAVIS, EMC

WALKER COUNTY OEM MOBILE APP



SCAN
to download

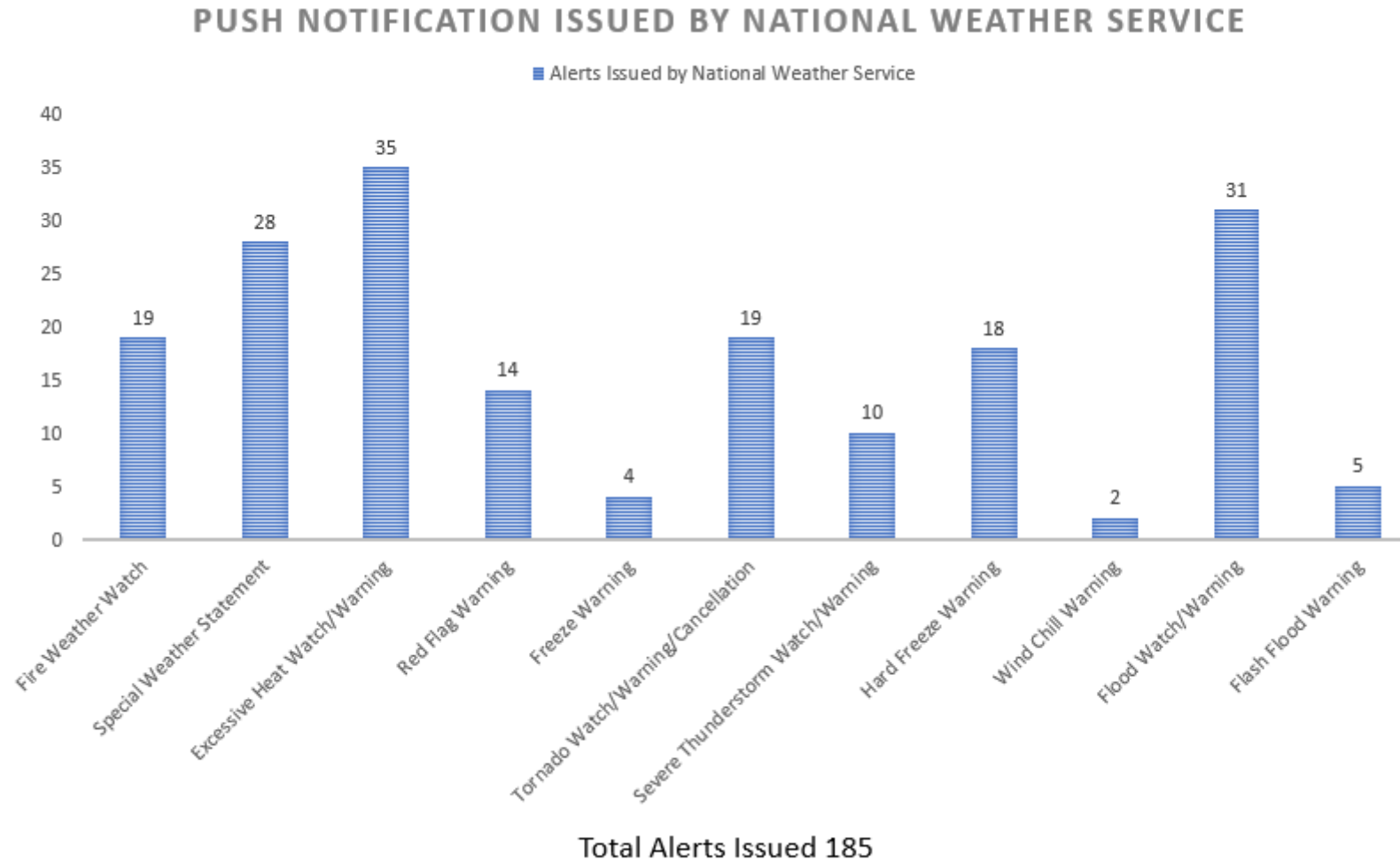


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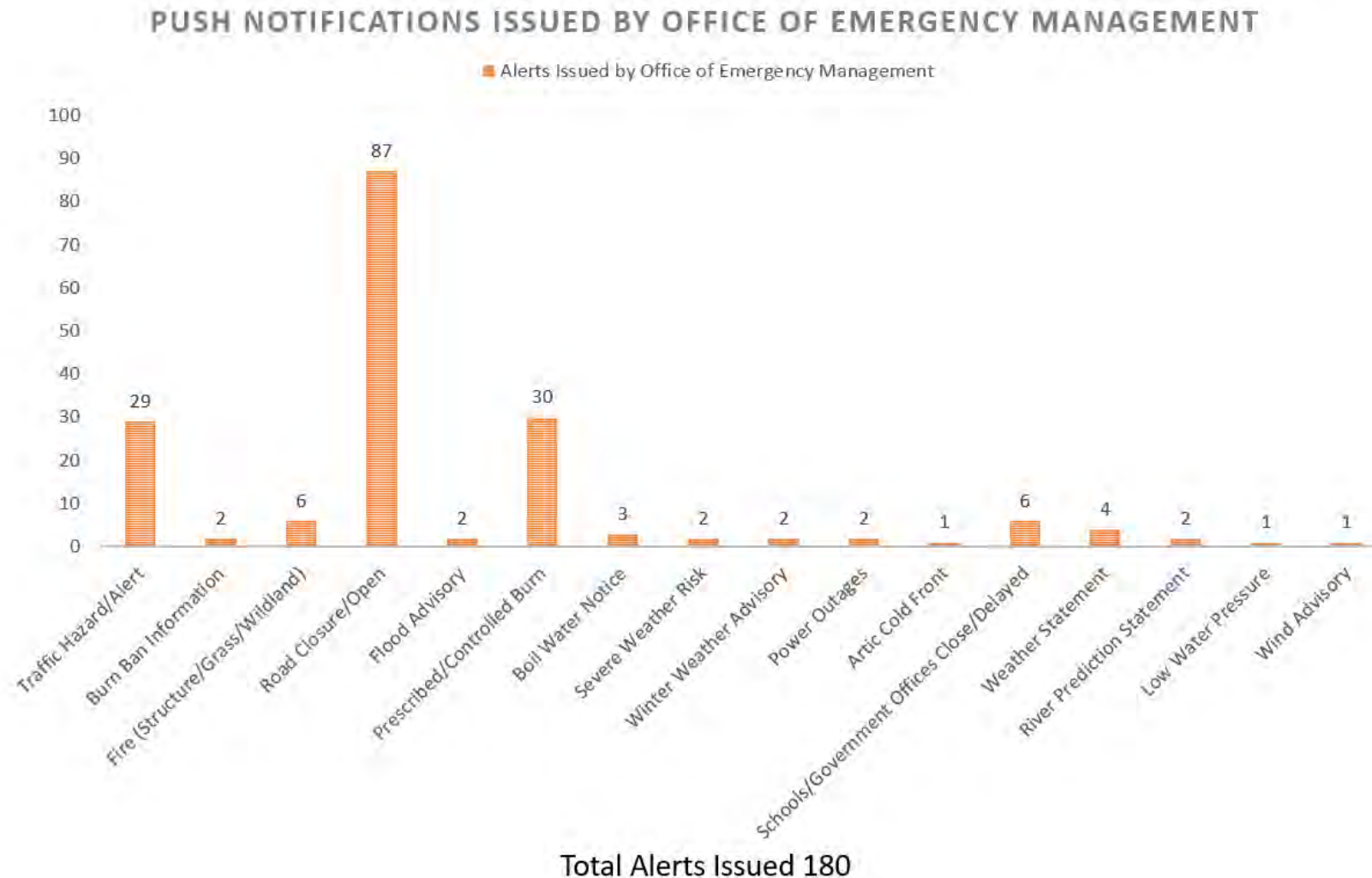


Push Notifications Sent by the National Weather Service 9/15/2023 - 04/01/2024

(A push notification is a message sent directly to a user's mobile device)



Push Notifications sent by the Office of Emergency Management 9/15/2023 - 04/01/2024



Key App Features

Accessibility Statement	Become a CERT Volunteer
Burn Ban	Contact Us
Emergency Preparedness	Face Book
Functional Needs Registry	Local weather
Power Outages	Push History
Push Notifications	Register For STEAR
Report Storm Damages	Resources
River Gauges (Trinity River & Bédias Creek)	Road Closures
Settings	Social Media
Tropics Watch	Weather

Weekly Session Count	Year 2023
9/25/2023	307
10/2/2023	15,362
10/9/2023	2,699
10/16/2023	9,006
10/23/2023	12,901
10/30/2023	13,251
11/6/2023	12,057
11/13/2023	5,943
11/20/2023	5,435
11/27/2023	3,969
12/4/2023	4,796
12/11/2023	3,871
12/18/2023	11,153
12/25/2023	2,351
TOTAL	103,101

Weekly Session Count	Year 2024
1/1/2024	6,650
1/8/2024	74,869
1/15/2024	73,116
1/22/2024	255,809
1/29/2024	43,348
2/5/2024	91,131
2/12/2024	22,696
2/19/2024	28,576
2/26/2024	49,826
3/4/2024	21,221
3/11/2024	45,158
3/18/2024	23,394
3/25/2024	15,961
4/1/2024 (day only not a week)	246
TOTAL	752,001

Budget

- Year 1: \$8,000 (paid up front)
- Year 2: \$8,000 (paid up front)
- Year 3: \$8,000 (to be paid August 2025)

Year 3: request will be submitted to fund in upcoming budget year but not paid until August 2025.

THANK YOU FOR ALLOWING US TO
PURCHASE THIS VALUABLE TOOL
TO ASSIST THE CITIZENS OF WALKER COUNTY!



TECHNOLOGY SOLUTIONS

GTS Technology Solutions, Inc.
9211 Waterford Centre Blvd Suite 275
Austin, Texas 78758
Phone: 512.452.0651

QUOTE

Quote Number: **Q-02224**
Quoted Date: 04/12/2024
Expiration Date: 05/11/2024
Account Exec: Dan Crump
Inside Sales Rep: James Champagne
james.champagne@gts-ts.com
(512) 681-6222

QUOTE FOR:

Walker County

Provide group name

LINE	ITEM	DESCRIPTION	SPECIFICATIONS	CONTRACT	QTY	PRICE	EXTENDED PRICE
1	210-AZKL	PowerEdge R650xs	QTY(1) - PowerEdge R650xs QTY(1) - No Backplane QTY(1) - No Backplane QTY(1) - No Rear Storage QTY(1) - No Trusted Platform Module QTY(1) - No Hard Drive, No Backplane chassis, 2 CPU QTY(1) - Intel Xeon Gold 5318N 2.1G, 24C/48T, 11.2GT/s, 36M Cache, Turbo, HT (150W) DDR4-2666 QTY(1) - Intel Xeon Gold 5318N 2.1G, 24C/48T, 11.2GT/s, 36M Cache, Turbo, HT (150W) DDR4-2666 QTY(1) - Additional Processor Selected QTY(1) - Heatsink for CPU less than 185W QTY(1) - Heatsink for CPU less than 185W QTY(1) - Fault Resilient Memory-	DIR-TSO-3763-R	1	\$ 9,399.72	\$ 9,399.72

Vmware
QTY(1) - 3200MT/s RDIMMs
QTY(1) - Diskless Configuration (No
RAID, No Controller)
QTY(1) - No Controller
QTY(1) - No Hard Drive
QTY(1) - Performance BIOS Settings
QTY(1) - UEFI BIOS Boot Mode with
GPT Partition
QTY(1) - High Performance Fan x7
QTY(1) - Dual, Hot-plug, PSU (1+1),
800, Mixed Mode TM
QTY(1) - Riser Config 1, 1xOCP
3.0(x16)+ 1x16+ 2x8LP
QTY(1) - PowerEdge R650xs
Motherboard with Broadcom 5720
Dual Port 1Gb On-Board LOM
QTY(1) - Broadcom 57454 Quad Port
10GbE Base-T Adapter, OCP NIC 3.0
QTY(1) - Standard Bezel
QTY(1) - Dell EMC Luggage Tag (x8 or
x10 chassis)
QTY(1) - BOSS Riser for R450/R650xs
QTY(1) - BOSS controller card + with
2 M.2 Sticks 480GB (RAID 1)
QTY(1) - No Operating System
QTY(1) - No Media Required
QTY(1) - iDRAC9, Enterprise 15G
QTY(1) - No Quick Sync
QTY(1) - iDRAC,Factory Generated
Password
QTY(1) - iDRAC Service Module (ISM),
NOT Installed
QTY(1) - iDRAC Group Manager,
Disabled

QTY(1) - A11 drop-in/stab-in Combo
Rails Without Cable Management
Arm
QTY(1) - Cable Management Arm
QTY(1) - No Internal Optical Drive
QTY(1) - No Systems Documentation,
No OpenManage DVD Kit
QTY(1) - PowerEdge R650xs Shipping
QTY(1) - PowerEdge R650xs x8
Shipping Material
QTY(1) - PowerEdge INMETRO Label
QTY(1) - PowerEdge 1U CCC Marking,
No CE Marking
QTY(1) - Dell Hardware Limited
Warranty Plus Onsite Service
QTY(1) - ProSupport 7x24 Technical
Support and Assistance 7 Years
QTY(1) - ProSupport Next Business
Day Onsite Service After Problem
Diagnosis 7 Years
QTY(1) - Thank you choosing Dell
ProSupport. For tech support, visit
[//www.dell.com/support](http://www.dell.com/support) or call 1-
800- 945-3355
QTY(1) - On-Site Installation Declined
QTY(16) - 16GB RDIMM, 3200MT/s,
Dual Rank
QTY(2) - Power Cord - C13, 3M,
125V, 15A (North America, Guam,
North Marianas, Philippines, Samoa,
Vietnam)
QTY(1) - Broadcom 57454 Quad Port
10GbE BASE-T Adapter, PCIe Low
Profile

Prices do NOT include taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. If a customer requests expedited or special delivery, causes carrier delays or requests redelivery, customer will be responsible for any additional charges for these services directly billed by the carrier. All prices are subject to change without notice. Supply subject to availability.

Sales Total:	\$ 9,399.72
Freight & Misc:	\$ 0.00
Tax Total:	\$ 0.00
Total (USD):	\$ 9,399.72

RQ number	RQ2404160254	Date	Apr 16th,2024
Trade Term	FOB		
Currency	USD		
Payment Term	Wire Transfer in Advance		
Ship Via	UPS Ground® service		
Created By	Carrie.Jia		
Email	Carrie.Jia@fs.com		

Deliver To

Walker County
1301 Sam Houston Ave. Room 221
Huntsville Texas 77340
United States
Consignee:Dan Early
Tel:+19364358888

Bill To

Walker County
1301 Sam Houston Ave. Room 221
Huntsville Texas 77340
United States
Consignee:Dan Early
Tel:+19364358888

Issued By

FS.COM INC
380 CENTERPOINT BLVD
NEW CASTLE, DE 19720
United States
Tel: +1 (888) 4687419

NO.	Product ID	Item Description	Qty(pcs)	Unit Price	Total
1	186775	S5860-48XMG-U, 48-Port Ethernet L3 PoE++ Switch, 48 x 10GBASE-T/Multi-Gigabit Ports, 4 x 25Gb SFP28 Uplinks, with 2 x 40Gb QSFP+ Uplinks, Support Stacking, Broadcom Chip CN warehouse 63 pcs in stock	4	US\$ 4,719.00	US\$ 18,876.00
2	24422	QSFP+ 40GBASE-LR4 1310nm 10km DOM Duplex LC/UPC SMF Optical Transceiver Module for FS Switches US warehouse 1982 pcs in stock	2	US\$ 309.00	US\$ 618.00
3	70384	SFP28 25GBASE-LR 1310nm 10km Duplex LC/UPC SMF DOM Optical Transceiver Module for FS Switches US warehouse 891 pcs in stock	6	US\$ 59.00	US\$ 354.00

NO.	Product ID	Item Description	Qty(pcs)	Unit Price	Total
4	40191	1m (3ft) LC UPC to LC UPC Duplex OS2 Single Mode PVC (OFNR) 2.0mm Tight-Buffered Fiber Optic Patch Cable US warehouse 891 pcs in stock	25	US\$ 4.30	US\$ 107.50
Other Comments or Special Instructions:				SUBTOTAL	US\$ 19,955.50
				S&H	US\$ 0.00
				Sales Tax	US\$ 0.00
				TOTAL	US\$ 19,955.50

Please Wire/ACH Transfer to the following account:

Via Wire Transfer

Bank Name: Bank of America
Account Name: FS COM INC
Account #: 138 119 625 329
Wire Routing #: 026 009 593
Swift Code: BOFAUS3N
Bank Address: Bank of America, N.A., 222 Broadway, New York,
NY 10038

Via ACH

Bank Name: Bank of America
Account Name: FS COM INC
Account #: 138 119 625 329
Wire Routing #: 125 000 024

Note:
1. Pricing reflects all items and quantities quoted. Any changes to the quote may reflect a change in the pricing. We are working through highly fluid, industry-wide supply chain constraints, resulting in pricing volatility and longer-than-normal delivery times for many manufacturers. Please pay attention to the quote validity period, we support 15 days validity, excluding products with chips. In case, we recommend placing orders as promptly as possible for best availability and pricing.
2. **Please kindly leave a message of this order RQ No. or your company name when you pay this order.**

Authorised by Carrie.Jia
Date Apr 16th,2024



Walker County

Municipal Advisory Update and Analysis of 2012 Refunding

Chris Alexander, *Senior Vice President*
FHN Financial Municipal Advisors
704.996.3689 | chris.alexander@fhnfinancial.com
4725 Piedmont Row Drive, Suite 400
Charlotte, NC 28210

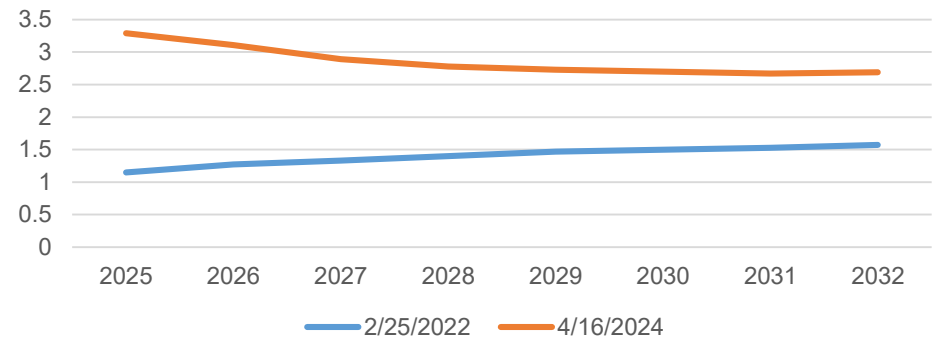
How Can FHN Financial Municipal Advisors Help You?

- FHN Financial has experience with both large and small issuers in their financial and capital planning needs.
- We specialize in educating, guiding, and managing the debt issuance process for infrequent issuers. This includes, but is not limited to:
 - Commissioners presentations based on Market Outlook, and Guidance on whether a public offering or a private placement is more advantageous.
 - Annual & Continuing Disclosure with EMMA and Texas MAC
 - RFP distribution and follow up with banks for private placement's
 - Rating Agency assistance/ development of presentation for a public offering
 - Assistance in production of the Official Statement for public offerings
 - Bidding out Trust and Underwriting Services
 - Review of existing debt, debt metrics, Assessed valuation, rating, tax rate, and debt affordability analysis
 - Peer Group analysis/ comparisons

Series 2012 Refunding Update

- The County's refunding was interrupted by a combination of higher yields and wider spreads. While spreads have narrowed, yields remain significantly wider than they were in early 2022, as shown by the graph to the right.
- Again, using current market tax-exempt rates, and assuming these yields hold firm through a potential sale date, estimated net present value savings as of today are approximately **\$70,987** or **0.75%**.
- We anticipate continued market volatility after this year given the prospects of a contentious November election where outcomes for President and control of Congress could impact tax policy.
- Further market volatility has been fueled by economic challenges where the market is looking for rate cuts, however the Fed is looking at GDP, Jobs Growth, Unemployment, Consumer Spending, Inflation and PPI – all of which have outperformed expectations. This has led to a delayed likelihood of any rate cuts.
- If able, we would suggest that the County consider a private bank placement as a refunding option, as yields are unlikely to decline by the necessary 80 bp anytime soon.

MMD Yield Curve



Potential Savings Sensitivity

Rate Change	Refunding Par	PV Savings	PV Savings %
0.00%	\$9,390,000	\$70,987	0.75%
-0.10%	\$9,350,000	\$112,441	1.19%
-0.20%	\$9,310,000	\$154,019	1.63%
-0.30%	\$9,275,000	\$190,755	2.02%
-0.40%	\$9,235,000	\$232,917	2.46%
-0.50%	\$9,195,000	\$275,419	2.91%
-0.60%	\$9,155,000	\$318,264	3.36%
-0.70%	\$9,120,000	\$356,397	3.77%
-0.80%	\$9,080,000	\$399,993	4.23%
-0.90%	\$9,040,000	\$443,812	4.69%
-1.00%	\$9,000,000	\$488,065	5.16%

Fixed Income Markets Fixated Solely on Economic Data

Economic Data Remains Key as Pathway to Rate Cuts Remain Questionable
As the markets opened on Monday, U.S. Treasury yields (UST) continued to rise as last week's employment data raised the spectra of both fewer interest rate cuts in 2024 and a delay in the Fed's implementation of these cuts. Federal Reserve Chair, Jay Powell, stated last Wednesday that strong hiring on its own is not enough to delay the Fed's plan for rate cuts, however, the data when combined with key inflation reports so far this year, allows policymakers to simply stay the course and be patient before pivoting interest rate policy after a two-decade high in the Fed Funds Rate. With the focus this week turning from the health of the Labor market to key gauge's for inflation, **Wednesday's** release of CPI (Consumer Price Index) will be closely dissected by both the market and the Fed, as a high print of the CPI number could delay any possibility for a June rate cut. Last Friday's Non-Farm Payroll report shifted investor sentiment from the probability of the Fed's first interest rate cut coming in June to September, and the Futures market is now only pointing to 2 rate cuts in 2024 versus the 3 cuts currently forecasted by the Fed. Since Friday's stronger than anticipated employment data was made available, the 10-year UST bond has jumped up 13 basis points as of this morning to 4.44%, a new high for the year. Adding to the inflationary mix is the continues rise in oil prices. Oil prices are up substantially with increased geopolitical conflict in the Middle East. As Americans get in the cars for summer vacations, higher gasoline prices could place even more pressure on consumers' wallets.

The Triple-A scale rose throughout the curve in a week-over-week comparison. Specifically in the 5, 10 & 30-year maturities that saw increases of 14, 15 & 13bps respectively. U.S. Treasury securities were mixed with decreases in t-bills while increasing in spots as the 5, 10 & 30-year maturities moved up 17, 19 & 20bps respectively.

- 10 yr. UST on March 28th was 4.20%. On April 5th, the 10 yr. was 4.39%.

Mutual Fund Flows & ETF's Remain Positive

- Redemptions for April currently stands at \$30.8 bn, which includes both principal & interest.
- Municipal bond mutual funds saw fund inflows of \$470million on April 3rd. YTD municipal bond mutual funds now total net inflows of \$10.8 billion.
- Municipal ETF Funds were positive with \$102 million of inflows as of April 3rd.
- This **week's** Municipal New Issue Supply totals \$9.7 billion with \$8.7 billion offered in tax-exempt bonds, and \$1.0 billion in taxable issuance.

Key Market Drivers

- U.S. Economic Data.
- Concern over status of U.S. Federal Budget.
- Public Statement and Comments by Fed policymakers.
- Ongoing Geopolitical Crises (Middle East & Ukraine).
- Fed Commentary.
- 2024 Election.

2024's Market Driven by Key Themes

To this point in 2024 we have seen a change in tone in the marketplace. We started the year with the likelihood of interest rate cuts occurring soon and projections calling for 6 to 7 such Fed adjustments during the course of 2024. Now, as we start the second quarter and with the economic data beating expectations, policymakers are hesitant to declare "Mission Accomplished" in their fight against inflation. The Fed is clearly taking a more patient view even while wanting to cut interest rates. Higher for longer is what we can expect with these themes taking center stage:

- 1) The Federal Reserve's Interest Rate Policy:** The Fed is expected to pivot its action on interest rates (at some point). While inflation remains well above the Fed's 2.00% target, the Fed has signaled it may begin easing rates later in the year (now likely September), as economic conditions remain strong for the U.S. Economy despite high inflation. Recent economic data continues to persuade policymakers they can afford to wait before cutting interest rates and continue their fight against inflation.
- 2) Geopolitics Weighing on the Markets:** Event risk and geopolitics are causing dramatic shifts in market tone on a more frequent basis. The two wars in Ukraine and Middle East, respectively, appear to be long-term conflicts that have started to expand and spill over into a broader regional conflicts resulting in more significant global economic implications such as higher oil prices (i.e. also gasoline) and food prices (ex. wheat, rice and barley).
- 3) US Politics Taking Center Stage:** Election Day is only about 200 days away. Besides the Presidential election, given slim political party majorities in both the House of Representatives and the Senate, we could see a power shift occur in Washington. We also face more gridlock and uncertainty the closer the election gets as divided government in Washington has increasingly meant "no action" for most major priorities such as agreement on the federal budget, immigration reform, among other key legislative issues.
- 4) Overall Market Reaction and Performance:** The Fed started 2024 signaling there would be interest rate cuts during the year, but right away at its late January meeting looked to cool off investors' expectations for interest rate cuts in the near-term. Now, with the economic data showing the US economy remains in good shape (employment and growth), policymakers are signaling the "higher for longer" mantra for interest rates could extend through the summer. The Fed does not see a risk of waiting too long to cut interest rates (at least not now), and in fact worries about cutting rates too early. Forecasts are expected to be revised down from (3) cuts to (2) in the near future.

The U.S. Financial Markets Remain Data Driven Reacting to Any New Information That Frames the Fed's Timing for Rate Cuts

Uncertain Macro Environment

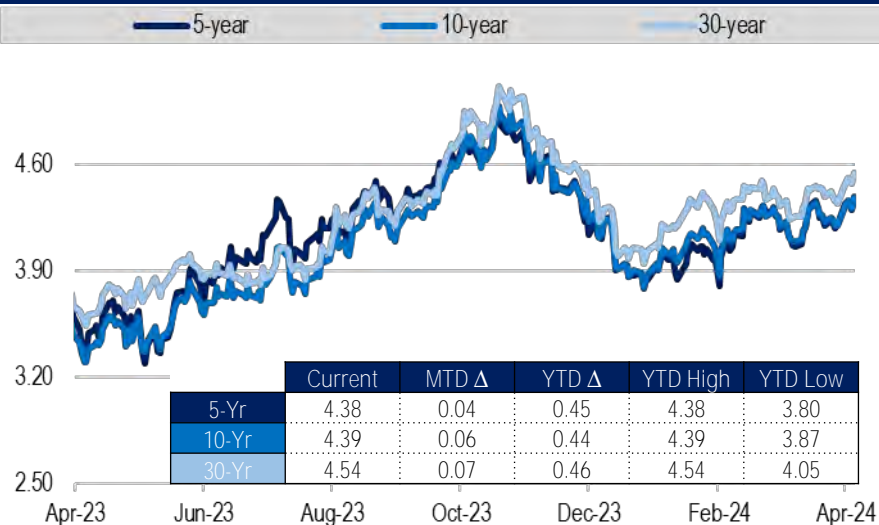
Mixed Economic Activity	The US economy expanded an annualized 3.3% in Q4 2023, much better than forecasts of a 2% rise, and following a 4.9% rate in Q3, according to the advance estimate. Consumer spending slowed (2.8% vs 3.1% in Q3), led by goods (3.8% vs 4.9%) while consumption of services rose faster.	CPI MoM (04/10)	Previous: 0.4% Forecast: 0.3%
Inflation Rate	The Annual core Inflation Rate in the U.S. stands at 3.8% for February 2024. The January core inflation stood at 3.9%.	PPI Final Demand MoM (04/11)	Previous: 1.6% Forecast: 2.3%
Fed Policy	Market participants are now focused on economic data moving forward after the federal reserve chose to keep rates as they were concluding the March FOMC meeting. For now, rate cuts are believed to start in June 2024 with a total of 3 for the year.	Initial Jobless Claims (04/11)	Previous: 221K Forecast: 217K
Regional Banking Crisis	Stock-market panic over regional banks is mostly subsided, although regulators should stay vigilant on maintaining stability in this sector ahead economic headwinds. All US Banks subject to stress tests passed showing resilience.	Investor Sentiment for Current Economic Conditions Stand at 82.5. A +24.4% Y/Y Change & 3.9% M/M	
		The Current Federal Budget Deficit for February 2024 stands at \$296B	

Strong Municipal Technicals

30-Day Forward Calendar of New Issues Continues to Grow	Municipal Bond Rates Move Upwards as U.S. Treasury Securities Remained Mixed in Spots Decreasing in Short-Term Maturity T-Bills & Increasing Throughout the Rest of the Curve in a Week-Over-Week Comparison
Monthly Redemptions in April Stand at \$30.8bn	

Volatility in the UST Market Directly Impacts Relationship to Tax-Exempt Munis on Nearly a Daily Basis

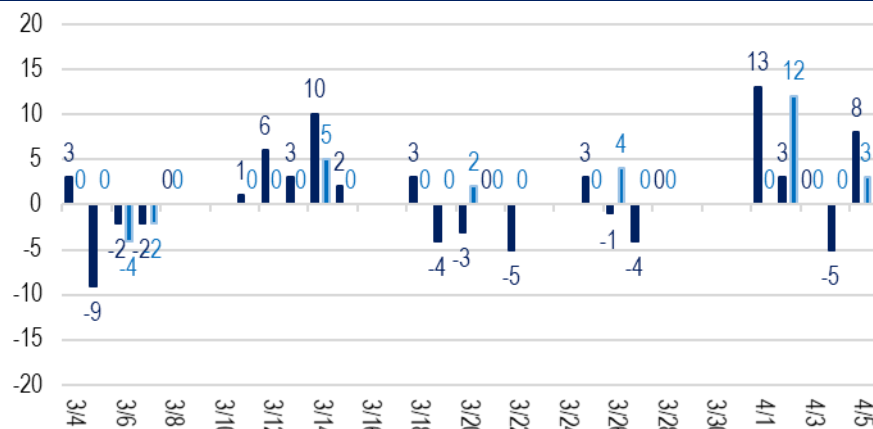
UST 2023-2024



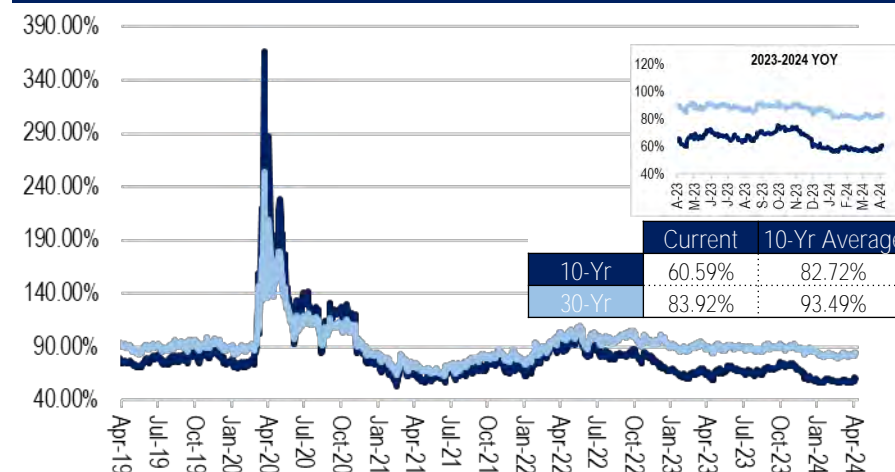
MMD 2023-2024



Daily Change in 10-Yr UST/MMD (Month-Over-Month)



MMD to UST Ratios (2019-2024)



Investors Continue Reacting to Economic Data While Remaining Hopeful for Rate Cuts in 2024

Implied Probability of a Rate Hike

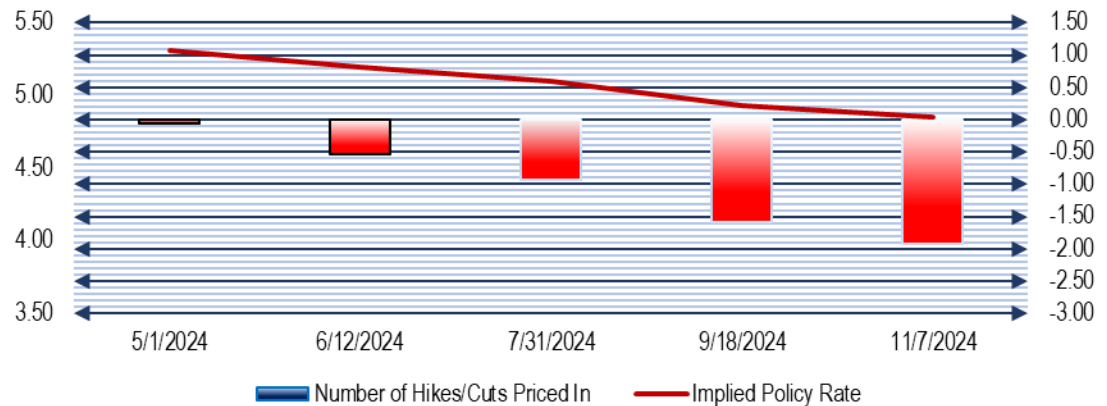
The table on the (Top-Right) represents the implied probability of the number of rate hikes and/or cuts that may take place at each Fed meeting. In May, there appears to be an 6% chance of at least one interest rate hike with June showing a 53% chance of a rate cut by that month.

Federal Funds Target Rate

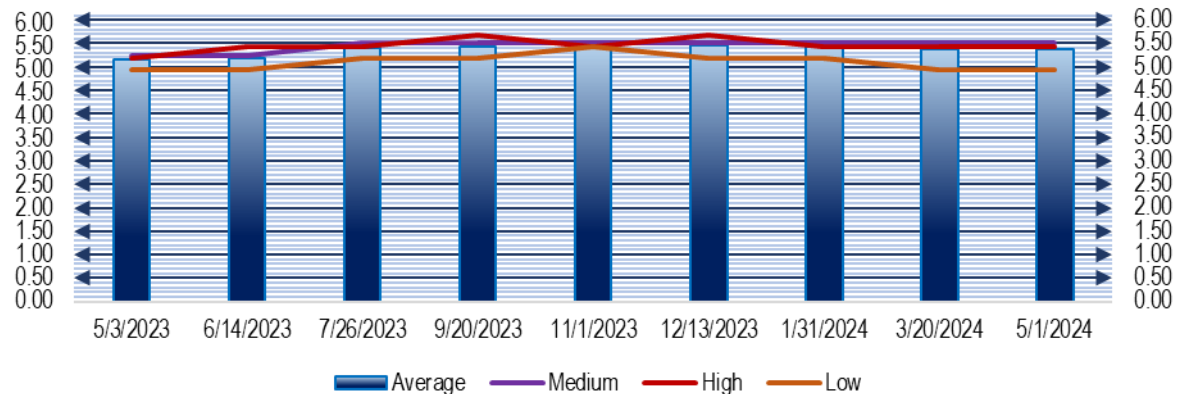
The chart on the (Bottom-Right) illustrates the upper target estimates for fiscal year 2023 then moving into 2024. The upper-bound for the low estimate of the Federal Funds Rate for **May's** FOMC meeting stands at a hike of (0-25bps). The Fed signaled at the March FOMC meeting that it will continue to asses economic data while still planning on 3 separate cuts in 2024.

Implied Probability of a Rate Hike/Cuts (Fed Funds)


Date	May FOMC	June FOMC	July FOMC	September FOMC	November FOMC
Rate Hikes/Cuts	Cut	Cut	Cut	1-Cut	1-Cut
Add'l Hikes/Cuts	6%	53%	92%	58%	92%




Federal Funds Target Rate-Upper Bound



Monday	Tuesday	Wednesday	Thursday	Friday
1 09:45 S&P Global US Manufacturing PMI 10:00 Construction Spending MoM 10:00 ISM Manufacturing ★ 10:00 ISM Prices Paid & New Orders ★ 10:00 ISM Employment ★ 11:30 U.S. To Sell 13 & 26 Week Bills	2 10:00 JOLTS Job Openings ★ 10:00 Factory Orders & Ex Trans 10:00 Durable Goods Orders ★ 10:00 Durables Ex Transportation 10:00 Cap Goods Orders & Ship Ex Air	3 07:00 MBA Mortgage Applications 08:15 ADP Employment Change ★ 09:45 S&P Global US Serv & Comp PMI ★ 10:00 ISM Services Index & Prices Paid ★ 10:00 ISM Services Employ & New Orders ★	4 07:30 Challenger Job Cuts YoY 08:30 Trade Balance 08:30 Initial Jobless Claims ★ 08:30 Continuing Claims ★ 11:30 U.S. To Sell 4 & 8 Week Bills	5 08:30 Change in Nonfarm & Priv Payrolls ★ 08:30 Change in Manufact. Payrolls ★ 08:30 Unemployment Rate ★ 08:30 Average Hourly Earnings MoM & YoY 08:30 Labor Force Participation Rate 08:30 Underemployment Rate 03:00 Consumer Credit
8 11:00 NY Fed 1-Yr Inflation Expectations 11:30 U.S. To Sell 13-Week Bills 11:30 U.S. To Sell 26-Week Bills	9 06:00 NFIB Small Business Optimism 01:00 U.S. To Sell 3-Year Notes	10 07:00 MBA Mortgage Applications 08:30 CPI MoM & YoY ★ 08:30 CPI Ex Food and Energy MoM & YoY ★ 08:30 CPI Index NSA & Core SA 08:30 Real Avg Hourly & Weekly Earning YoY 11:30 U.S. To Sell 17-Week Bills 01:00 U.S. To Sell 10-Year Notes Reopening 02:00 FOMC Meeting Minutes	11 08:30 PPI Final Demand MoM ★ 08:30 PPI Ex Food and Energy MoM & YoY ★ 08:30 PPI Final Demand YoY ★ 08:30 PPI Ex Food, Energy, Trade YoY 08:30 Initial Jobless & Continuing Claims 11:30 U.S. To Sell 4 & 8 Week Bills 01:00 U.S. To Sell 30-Year Bond Reopening	12 08:30 Import Price Index MoM & YoY 08:30 Import Price Index ex Petroleum MoM 08:30 Export Price Index MoM & YoY 10:00 U. of Mich. Sentiment ★ 10:00 U. of Mich. Current Conditions ★ 10:00 U. of Mich. Expectations ★ 10:00 U. of Mich. 1.5,10 Yr Inflation ★
15 08:30 Empire Manufacturing 08:30 Retail Sales Advance MoM ★ 08:30 Retail Sales Ex Auto & Gas & MoM ★ 08:30 Retail Sales Control Group 10:00 Business Inventories 10:00 NAHB Housing Market Index 11:30 U.S. To Sell 13 & 26 Week Bills	16 08:30 Housing Starts 08:30 Building Permits 08:30 Housing Starts MoM 08:30 Building Permits MoM 09:15 Industrial Production MoM 09:15 Manufacturing (SIC) Production 11:30 U.S. To Sell 52-Week Bills	17 07:00 MBA Mortgage Applications 11:30 U.S. To Sell 17-Week Bills 01:00 U.S. To Sell 20-Year Bond Reopening 02:00 Federal Reserve Releases Beige Book 04:00 Total Net TIC Flows 04:00 Net Long-term TIC Flows	18 08:30 Philadelphia Fed Business Outlook 08:30 Initial Jobless & Continuing Claims ★ 10:00 Leading Index 10:00 Existing Home Sales & MoM 11:30 U.S. To Sell 4 & 8 Week Bills 01:00 U.S. To Sell 5-Year TIPS	19
22 08:30 Chicago Fed Nat Activity Index 11:30 U.S. To Sell 13-Week Bills 11:30 U.S. To Sell 26-Week Bills	23 08:30 Philadelphia Fed Non-Manufacturing 09:45 S&P Global US Manufacturing PMI ★ 09:45 S&P Global US Serv & Comp PMI ★ 10:00 Richmond Fed Manufact. Index 10:00 Richmond Fed Business Conditions 10:00 New Home Sales & MoM 01:00 U.S. To Sell 2-Year Notes	24 07:00 MBA Mortgage Applications 08:30 Durable Goods Orders ★ 08:30 Durables Ex Transportation ★ 08:30 Cap Goods Orders & Ship Nondef Ex 08:30 Cap Goods Ship Nondef Ex Air 11:30 U.S. To Sell 17-Week Bills 11:30 U.S. To Sell 2-Year FRN 01:00 U.S. To Sell 5-Year Notes	25 08:30 GDP Annualized QoQ ★ 08:30 Personal Consumption 08:30 GDP Price Index 08:30 Core PCE Price Index QoQ ★ 08:30 Initial Jobless & Continuing Claims ★ 10:00 Pending Home Sales NSA YoY & MoM 11:30 U.S. To Sell 4 & 8 Week Bills 01:00 U.S. To Sell 7-Year Notes	26 08:30 Personal Income & Spending ★ 08:30 PCE Deflator MoM & YoY 08:30 PCE Core Deflator MoM & YoY 10:00 U. of Mich. Sentiment ★ 10:00 U. of Mich. Current Conditions ★ 10:00 U. of Mich. Expectations ★ 10:00 U. of Mich. 1.5 & 10 Yr Inflation ★ 11:00 Kansas City Fed Services Activity
29 10:30 Dallas Fed Manf. Activity 11:30 U.S. To Sell 13-Week Bills 11:30 U.S. To Sell 26-Week Bills	30 09:00 FHFA House Price Index MoM 09:00 S&P CoreLogic CS 20-City MoM SA 09:00 S&P CoreLogic CS US HPI YoY NSA 09:00 S&P CoreLogic CS 20-City YoY NSA 09:45 MNI Chicago PMI 10:00 FOMC Begins Two-Day Meeting 10:00 Conf. Board Consumer Confidence 10:30 Dallas Fed Services Activity	Institutional Investor and Issuer Customer Use Only Source: Bloomberg All times are presented in Eastern Time.	Fed Treasury Auction Federal Reserve Market Moving Indicator ★ State-Level Activities *Key Notes	

Monday	Tuesday	Wednesday	Thursday	Friday
Institutional Investor and Issuer Customer Use Only <i>Source: Bloomberg</i> <i>All times are presented in Eastern Time.</i>	Fed Treasury Auction Federal Reserve Market Moving Indicator ★ State-Level Activities *Key Notes	1 08:15 ADP Employment Change 09:45 S&P Global US Manufacturing PMI 10:00 JOLTS Job Openings★ 10:00 ISM Prices Paid & Manufacturing 11:30 U.S. To Sell 17-Week Bills 02:00 FOMC Ends Two-Day Meeting 02:00 FOMC Rate Decision Upper & Lwr Bnd. 02:00 Interest on Reserve Balances Rate 02:30 Fed Chair Holds Post-Meeting Conf	2 07:30 Challenger Job Cuts YoY 08:30 Trade Balance 08:30 Nonfarm Productivity★ 08:30 Initial Jobless & Continuing Claims★ 10:00 Factory Orders & Ex Trans. ★ 10:00 Durable Goods Orders & Ex Trans. 10:00 Cap Goods Orders & Ship Ex Air 11:30 U.S. To Sell 4 & 8 Week Bills	3 08:30 Chng in Nonfarm & Private Payrolls★ 08:30 Change in Manufact. Payrolls★ 08:30 Unemployment Rate 08:30 Average Hourly Earnings MoM & YoY 08:30 Average Weekly Hours All Employees 09:45 S&P Global US Serv & Comp PMI★ 10:00 ISM Services Index & Prices Paid 10:00 ISM Services Employ & New Orders
6 11:30 U.S. To Sell 13 & 26 Week Bills 02:00 Senior Loan Officer Opinion Survey on Bank Lending Practices	7 01:00 U.S. To Sell 3-Year Notes 03:00 Consumer Credit★	8 07:00 MBA Mortgage Applications 10:00 Wholesale Trade Sales MoM 10:00 Wholesale Inventories MoM 11:30 U.S. To Sell 17-Week Bills 01:00 U.S. To Sell 10-Year Notes	9 08:30 Initial Jobless & Continuing Claims★ 11:30 U.S. To Sell 4 & 8 Week Bills 01:00 U.S. To Sell 30-Year Bonds	10 10:00 U. of Mich. Sentiment★ 10:00 U. of Mich. Current Conditions★ 10:00 U. of Mich. Expectations★ 10:00 U. of Mich. 1, 5 & 10 Yr Inflation★ 02:00 Monthly Budget Statement
13 11:00 NY Fed 1-Yr Inflation Expectations 11:30 U.S. To Sell 13 & 26 Week Bills	14 06:00 NFIB Small Business Optimism 08:30 PPI Final Demand MoM & YoY★ 08:30 PPI Ex Food and Energy MoM & YoY★ 08:30 PPI Ex Food, Energy, Trade MoM & YoY★ 11:30 U.S. To Sell 52-Week Bills	15 07:00 MBA Mortgage Applications 08:30 CPI MoM & YoY★ 08:30 Empire Manufacturing 08:30 CPI Ex Food and Energy MoM YoY★ 08:30 Retail Sales Advance MoM★ 08:30 Retail Sales Ex Auto MoM & Gas 08:30 CPI Core Index SA 10:00 NAHB Housing Market Index 11:30 U.S. To Sell 17-Week Bills	16 08:30 Housing Starts & MoM 08:30 Building Permits & MoM 08:30 Philadelphia Fed Business Outlook 08:30 Import Price Index MoM & YoY 08:30 Export Price Index MoM & YoY 08:30 Initial Jobless & Continuing Claims★ 09:15 Industrial Production MoM★ 11:30 U.S. To Sell 4 & 8 Week Bills	17 10:00 Leading Index
20 11:30 U.S. To Sell 13 & 26 Week Bills	21 08:30 Philadelphia Fed Non-Manufacturing Activity	22 07:00 MBA Mortgage Applications 10:00 Existing Home Sales & MoM 11:30 U.S. To Sell 17-Week Bills 01:00 U.S. To Sell 20-Year Bonds 02:00 FOMC Meeting Minutes	23 08:30 Chicago Fed Nat Activity Index 08:30 Initial Jobless & Continuing Claims★ 09:45 S&P Global US Manufacturing PMI★ 09:45 S&P Global US Services & Comp PMI★ 10:00 New Home Sales & MoM 11:00 Kansas City Fed Manf. Activity 11:30 U.S. To Sell 4 & 8 Week Bills 02:00 U.S. To Sell 10-Year TIPS Reopening	24 08:30 Durable Goods Orders★ 08:30 Durables Ex Transportation 08:30 Cap Goods Orders & Ship Ex Air 10:00 U. of Mich. Sentiment★ 10:00 U. of Mich. Current Conditions★ 10:00 U. of Mich. Expectations★ 10:00 U. of Mich. 1, 5 & 10 Yr Inflation 11:00 Kansas City Fed Services Activity Early Close (2:00 p.m. Eastern Time)
27 SIFMA Market Holiday 	28 09:00 House Price Purchase Index QoQ 09:00 FHFA House Price Index MoM 09:00 S&P CoreLogic CS 20-City YoY NSA 10:00 Conf. Board Consumer Confidence 10:00 Conf. Board Present Situation 10:30 Dallas Fed Manf. Activity 11:30 U.S. To Sell 13 & 26 Week Bills 01:00 U.S. To Sell 2 & 5 Year Notes	29 07:00 MBA Mortgage Applications 10:00 Richmond Fed Manufact. Index 10:00 Richmond Fed Business Conditions 10:30 Dallas Fed Services Activity 11:30 U.S. To Sell 17-Week Bills 11:30 U.S. To Sell 2-Year FRN Reopening 01:00 U.S. To Sell 7-Year Notes 02:00 Federal Reserve Releases Beige Book	30 08:30 GDP Annualized QoQ 08:30 Personal Consumption 08:30 GDP Price Index★ 08:30 Core PCE Price Index QoQ 08:30 Wholesale Inventories MoM 08:30 Initial Jobless & Continuing Claims★ 10:00 Pending Home Sales MoM & NSA YoY 11:30 U.S. To Sell 4 & 8 Week Bills	31 08:30 Personal Income★ 08:30 Personal Spending 08:30 Real Personal Spending★ 08:30 PCE Deflator MoM & YoY★ 08:30 PCE Core Deflator MoM & YoY★ 09:45 MNI Chicago PMI

Monday	Tuesday	Wednesday	Thursday	Friday
3 09:45 S&P Global US Manufacturing PMI★ 10:00 Construction Spending MoM 10:00 ISM Manufacturing★ 10:00 ISM Prices Paid★ 10:00 ISM New Orders★ 10:00 ISM Employment★ 11:30 U.S. To Sell 13 & 26Week Bills	4 10:00 JOLTS Job Openings★ 10:00 Factory Orders★ 10:00 Factory Orders Ex Trans 10:00 Durable Goods Orders★ 10:00 Durables Ex Transportation★ 10:00 Cap Goods Orders Nondef Ex Air 10:00 Cap Goods Ship Nondef Ex Air	5 07:00 MBA Mortgage Applications 08:15 ADP Employment Change 09:45 S&P Global US Services PMI★ 09:45 S&P Global US Composite PMI★ 10:00 ISM Services Index★ 10:00 ISM Services New Orders★ 11:30 U.S. To Sell 17-Week Bills	6 07:30 Challenger Job Cuts YoY 08:30 Nonfarm Productivity 08:30 Unit Labor Costs 08:30 Initial Jobless Claims★ 08:30 Continuing Claims★ 11:30 U.S. To Sell 4-Week Bills 11:30 U.S. To Sell 8-Week Bills	7 08:30 Change in Nonfarm Payrolls★ 08:30 Change in Private Payrolls★ 08:30 Change in Manufact. Payrolls★ 08:30 Unemployment Rate★ 08:30 Average Hourly Earnings MoM & YoY 08:30 Average Weekly Hours All Employees 08:30 Labor Force Participation Rate 10:00 Wholesale Inventories MoM
10 11:00 NY Fed 1-Yr Inflation Expectations 11:30 U.S. To Sell 13-Week Bills 11:30 U.S. To Sell 26-Week Bills 01:00 U.S. To Sell 3-Year Notes	11 06:00 NFIB Small Business Optimism 10:00 FOMC Begins Two-Day Meeting 11:30 U.S. To Sell 52-Week Bills 01:00 U.S. To Sell 10-Year Notes Reopening	12 07:00 MBA Mortgage Applications 08:30 CPI MoM & YoY 08:30 CPI Ex Food and Energy MoM & YoY 08:30 CPI Index & Core NSA 11:30 U.S. To Sell 17-Week Bills 02:00 FOMC Rate Decision 02:00 FOMC Ends Two-Day Meeting 02:30 Fed Chair Powell Holds Post-Meeting Press Conf.	13 08:30 PPI Final Demand MoM★ 08:30 PPI Ex Food and Energy MoM & YoY★ 08:30 PPI Food, Energy, Trade MoM YoY★ 08:30 PPI Final Demand YoY★ 08:30 Initial & Continuing Jobless Claims 11:30 U.S. To Sell 4 & 8 Week Bills 01:00 U.S. To Sell 30-Year Bond Reopening	14 08:30 Import Price Index MoM & YoY 08:30 Import Price Index ex Petroleum MoM 08:30 Export Price Index MoM & YoY 10:00 U. of Mich. Sentiment 10:00 U. of Mich. Current Conditions 10:00 U. of Mich. Expectations 10:00 U. of Mich. 1 Yr Inflation★ 10:00 U. of Mich. 5-10 Yr Inflation★
17 08:30 Empire Manufacturing 11:30 U.S. To Sell 13-Week Bills 11:30 U.S. To Sell 26-Week Bills	18 08:30 Retail Sales Advance MoM★ 08:30 Retail Sales Ex Auto MoM & Gas 09:15 Industrial Production MoM 10:00 Business Inventories★ 01:00 U.S. To Sell 20-Year Bond Reopening 04:00 Total Net TIC Flows 04:00 Net Long-term TIC Flows	19 SIFMA Market Holiday 	20 08:30 Current Account Balance 08:30 Housing Starts & MoM 08:30 Building Permits & MoM 08:30 Philadelphia Fed Business Outlook 08:30 Initial Jobless Claims★ 08:30 Continuing Claims★ 11:30 U.S. To Sell 4, 8 & 17-Week Bills 01:00 U.S. To Sell 5-Year TIPS Reopening	21 09:45 S&P Global US Manufacturing PMI★ 09:45 S&P Global US Services PMI★ 09:45 S&P Global US Composite PMI 10:00 Leading Index★ 10:00 Existing Home Sales 10:00 Existing Home Sales MoM
24 10:30 Dallas Fed Manf. Activity 11:30 U.S. To Sell 13-Week Bills 11:30 U.S. To Sell 26-Week Bills	25 08:30 Philadelphia Fed Non-Manu. Act. 08:30 Chicago Fed Nat Activity Index 09:00 S&P CoreLogic CS 20-City MoM & YoY 09:00 S&P CoreLogic CS US HPI YoY NSA★ 10:00 Conf. Board Consumer Confidence 10:00 Richmond Fed Manufact. Index 10:30 Dallas Fed Services Activity 01:00 U.S. To Sell 2-Year Notes	26 07:00 MBA Mortgage Applications★ 10:00 New Home Sales★ 10:00 New Home Sales MoM 11:30 U.S. To Sell 17-Week Bills 11:30 U.S. To Sell 2-Year FRN Reopening 01:00 U.S. To Sell 5-Year Notes	27 08:30 GDP Annualized QoQ★ 08:30 Personal Consumption 08:30 GDP Price Index★ 08:30 Durable Goods Orders★ 08:30 Retail & Wholesale Inventories MoM 08:30 Initial & Continuing Jobless Claims★ 11:00 Kansas City Fed Manf. Activity 11:30 U.S. To Sell 4 & 8 Week Bills 01:00 U.S. To Sell 7-Year Notes	28 08:30 Personal Income & Spending★ 08:30 Real Personal Spending★ 08:30 PCE Deflator MoM & YoY★ 08:30 PCE Core Deflator MoM & YoY★ 09:45 MNI Chicago PMI 10:00 U. of Mich. Sentiment 10:00 U. of Mich. 1, 5 & 10 Yr Inflation★ 11:00 Kansas City Fed Services Activity
			Institutional Investor and Issuer Customer Use Only Source: Bloomberg All times are presented in Eastern Time.	Fed Treasury Auction Federal Reserve Market Moving Indicator ★ State-Level Activities *Key Notes

FHN Financial Municipal Professionals

Lead Advisor



Christopher Alexander
20+ Years Experience
Licensure:
FINRA Series 50 Registered Municipal Advisor
FINRA Series 7, 52, 63 and SIE

Secondary Advisor



Stephen Anderson
19 Years Experience
Licensure:
FINRA Series 50 Registered Municipal Advisor
FINRA Series 7, 52, 63 and SIE

Management/ Oversight



Ajay Thomas
20+ Years Experience
Licensure:
FINRA Series 50 Registered Municipal Advisor
FINRA Series 7, 52, 53, 54, 63 and SIE

Public Market Pricing



John Feery
30+ Years Experience
Licensure:
FINRA Series 50 Registered Municipal Advisor
FINRA Series 7, 52, 53, 63 and SIE

Disclaimer

Although this information has been obtained from sources which we believe to be reliable, we do not guarantee its accuracy, and it may be incomplete or condensed. This is for informational purposes only and is not intended as an offer or solicitation with respect to the purchase or sale of any security. All herein listed securities are subject to availability and change in price. Past performance is not indicative of future results, and changes in any assumptions may have a material effect on projected results. Ratings on all securities are subject to change.

FHN Financial Capital Markets, FHN Financial Portfolio Advisors, and FHN Financial Municipal Advisors are divisions of First Horizon Bank. FHN Financial Securities Corp., and FHN Financial Capital Assets Corp. are wholly owned subsidiaries of First Horizon Bank. FHN Financial Securities Corp. is a member of FINRA and SIPC — <http://www.sipc.org>.

FHN Financial Municipal Advisors is a registered municipal advisor. FHN Financial Portfolio Advisors is a portfolio manager operating under the trust powers of First Horizon Bank. None of the other FHN entities, including FHN Financial Capital Markets, FHN Financial Securities Corp., or FHN Financial Capital Assets Corp. are acting as your advisor, and none owe a fiduciary duty under the securities laws to you, any municipal entity, or any obligated person with respect to, among other things, the information and material contained in this communication. Instead, these FHN entities are acting for their own interests. You should discuss any information or material contained in this communication with any and all internal or external advisors and experts that you deem appropriate before acting on this information or material.

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WHEN EXPERIENCE, REPUTATION AND PERFORMANCE MATTER



COLLECTION REPORT TO WALKER COUNTY

Submitted by: *Leslie Schkade*

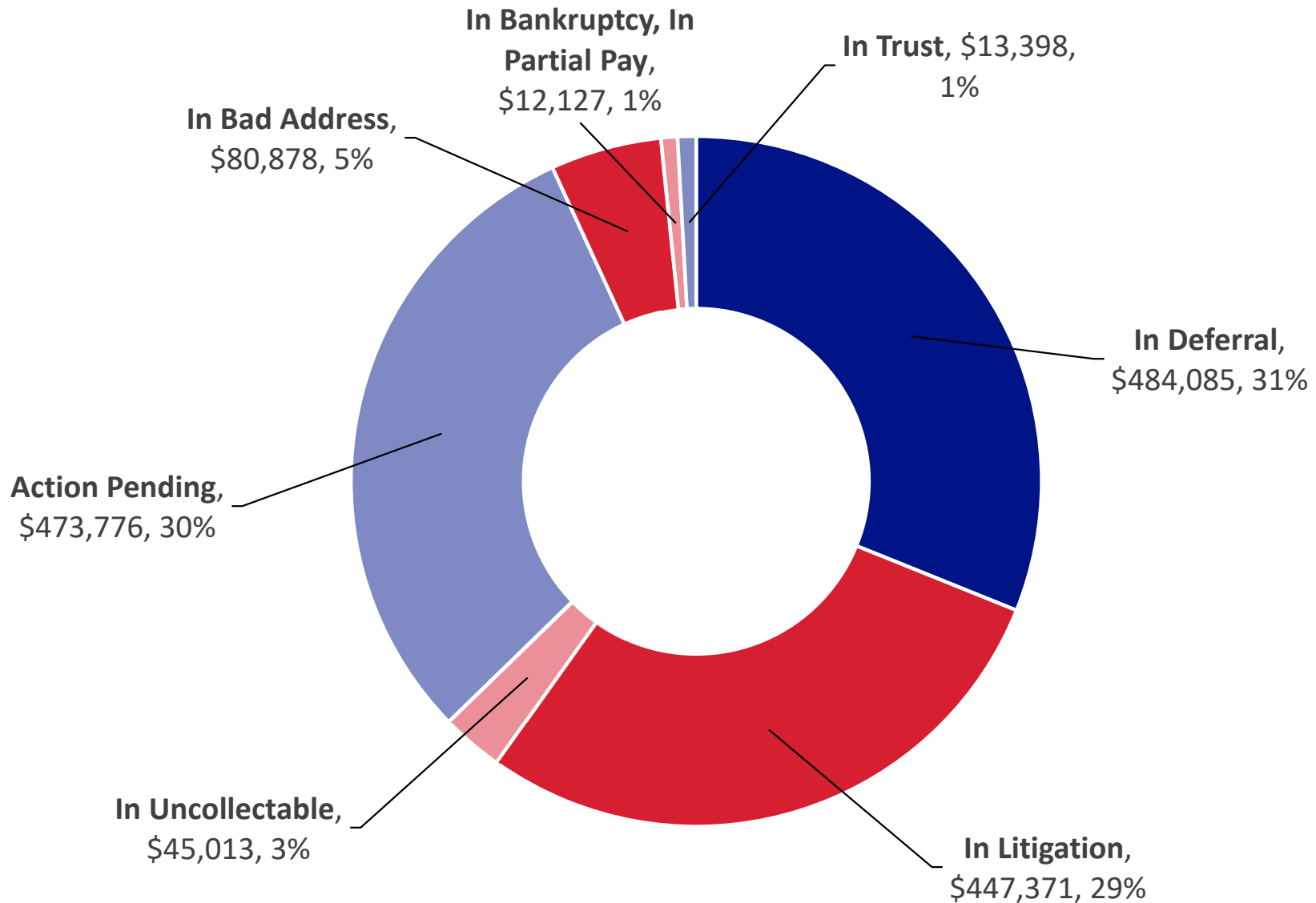
April 2024

www.pbfcml.com



ACCOUNT BREAKDOWN CHART FOR WALKER COUNTY

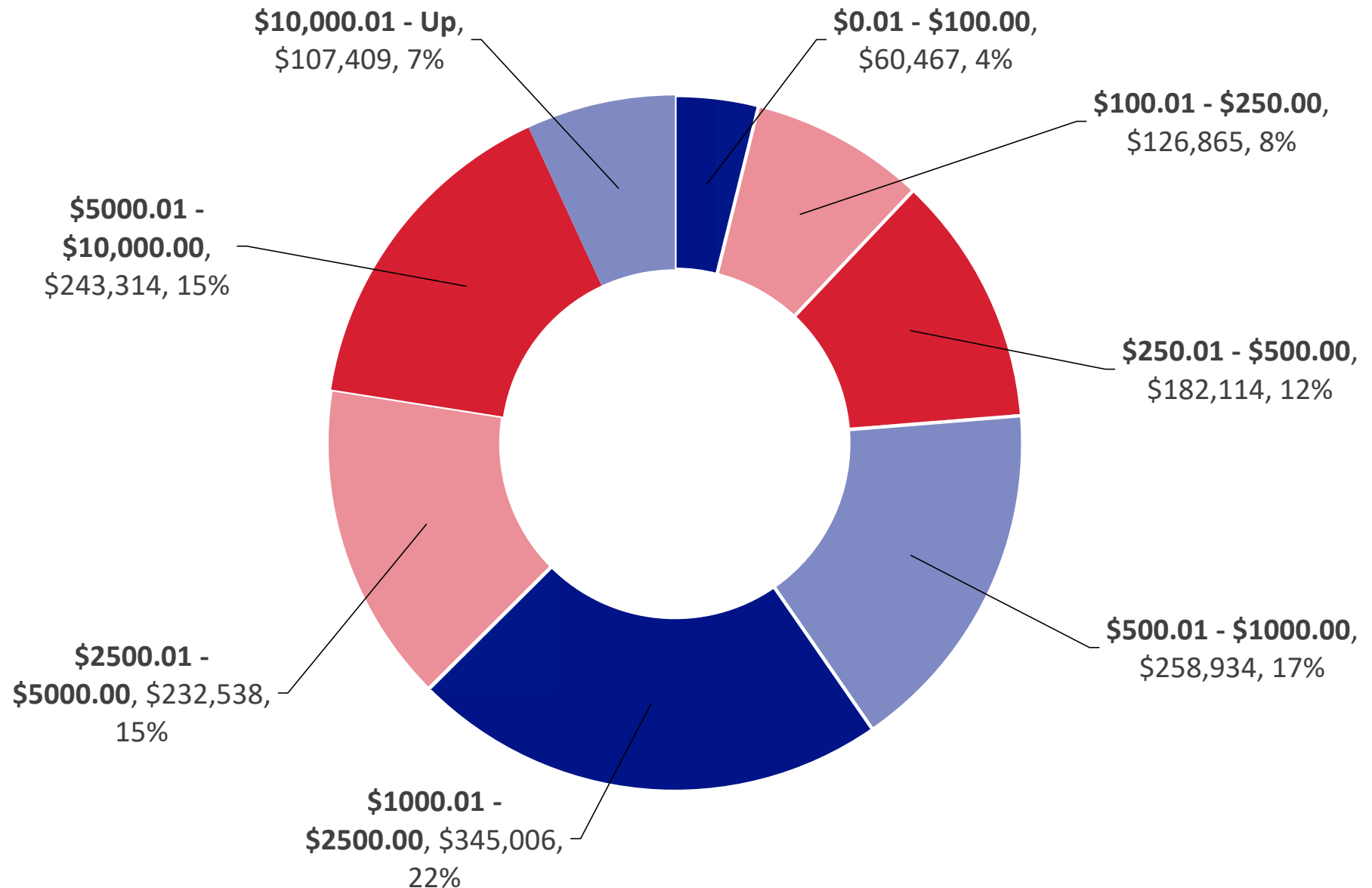
As of 04/11/2024 - Total Base Tax: \$1,556,648





DOLLAR RANGE CHART FOR WALKER COUNTY

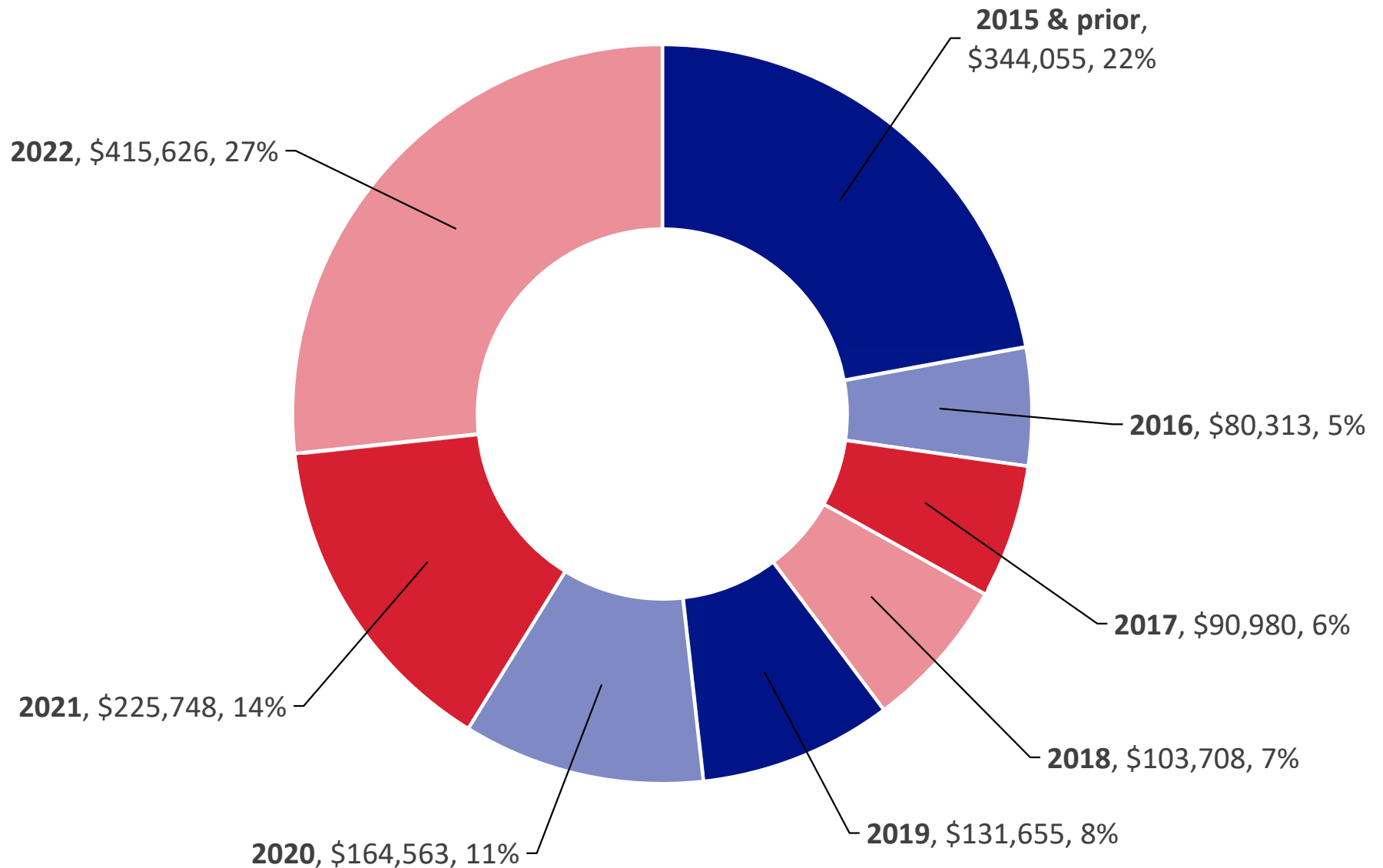
As of 04/11/2024 - Total Base Tax: \$1,556,648





TAX YEAR CHART FOR WALKER COUNTY

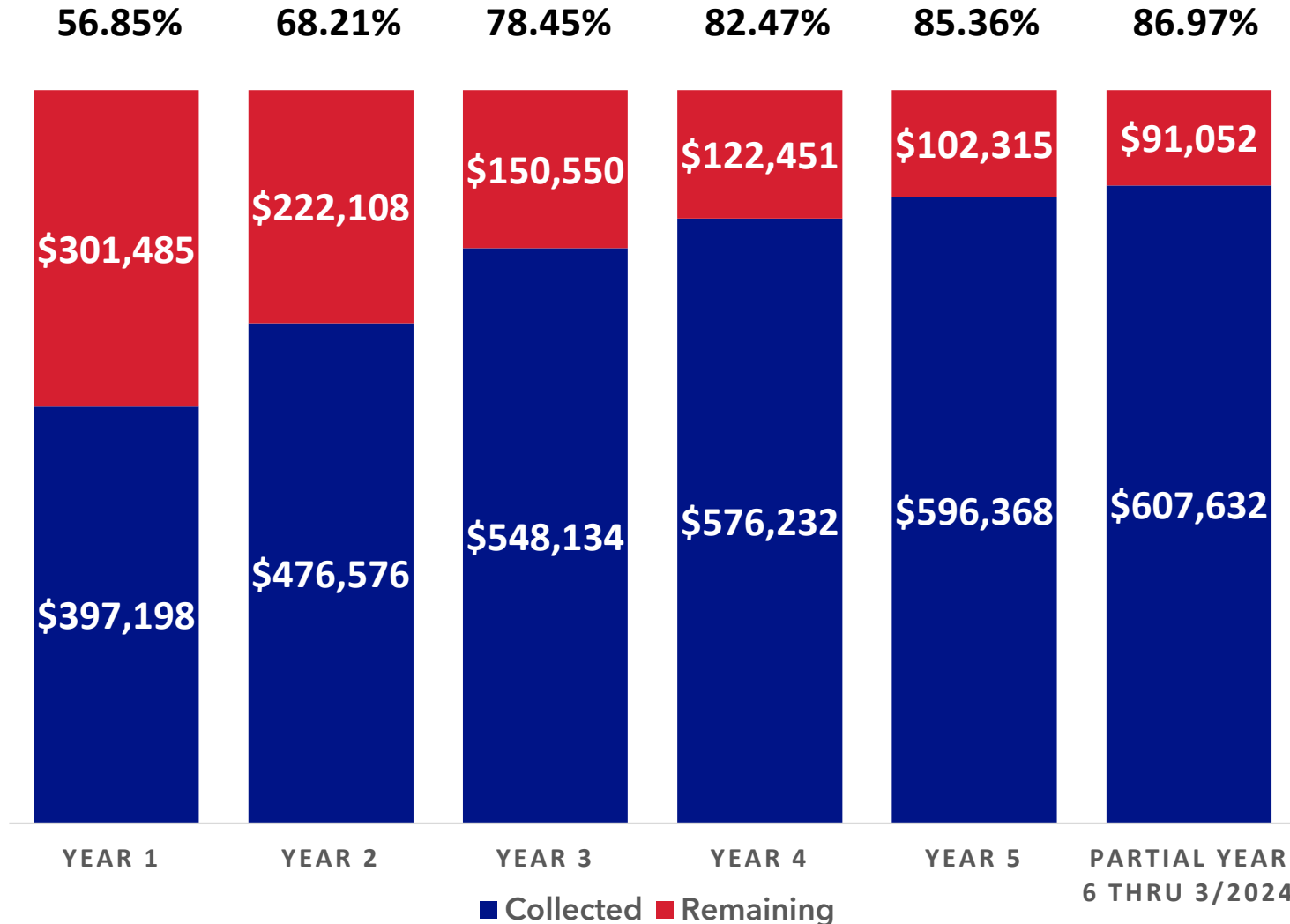
As of 04/11/2024 - Total Base Tax: \$1,556,648





2017 PERCENTAGE OF COLLECTION FOR WALKER COUNTY

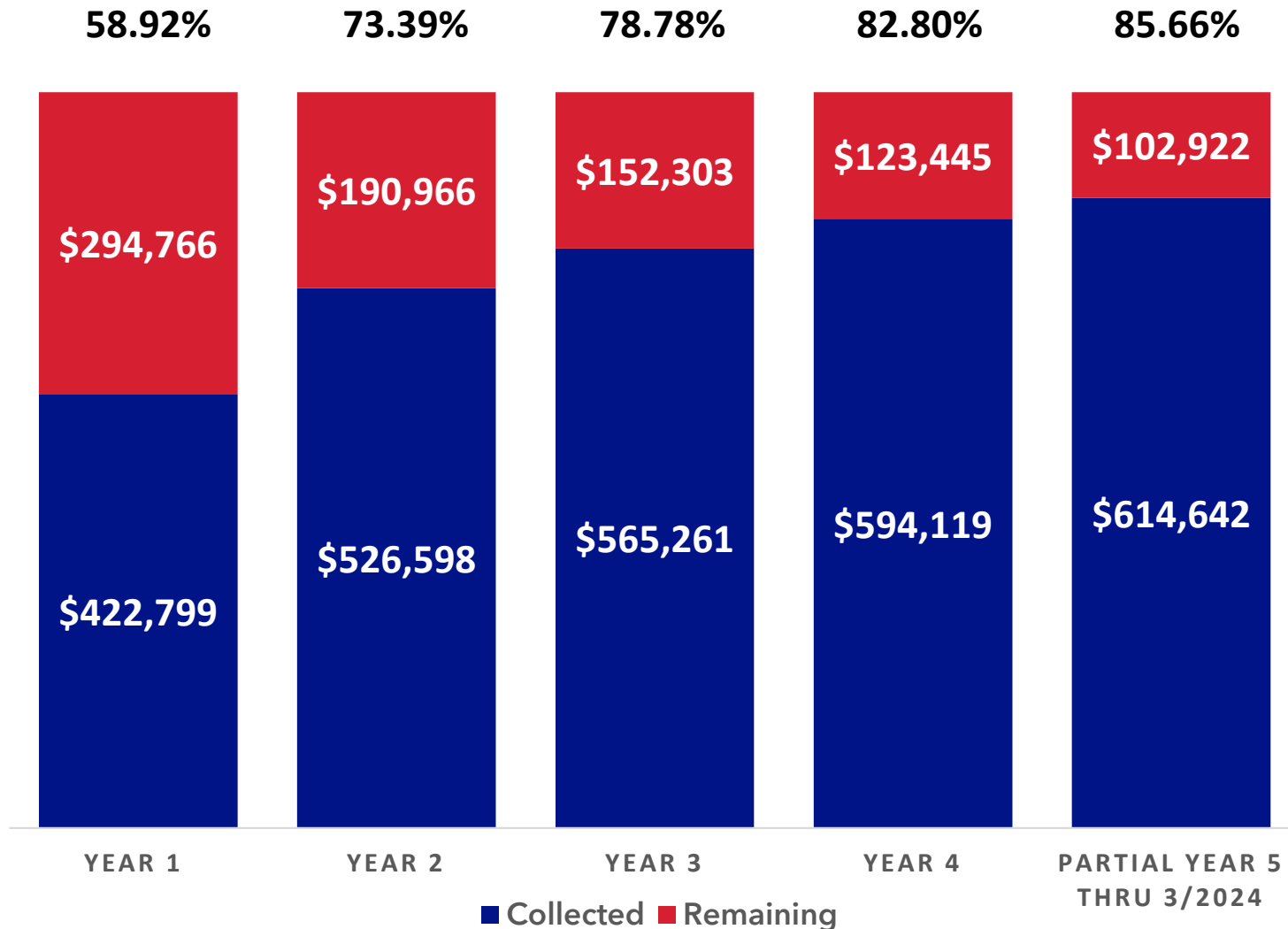
As of 07/01 - 6/30 for each year - Initial Outstanding Base Tax \$698,683





2018 PERCENTAGE OF COLLECTION FOR WALKER COUNTY

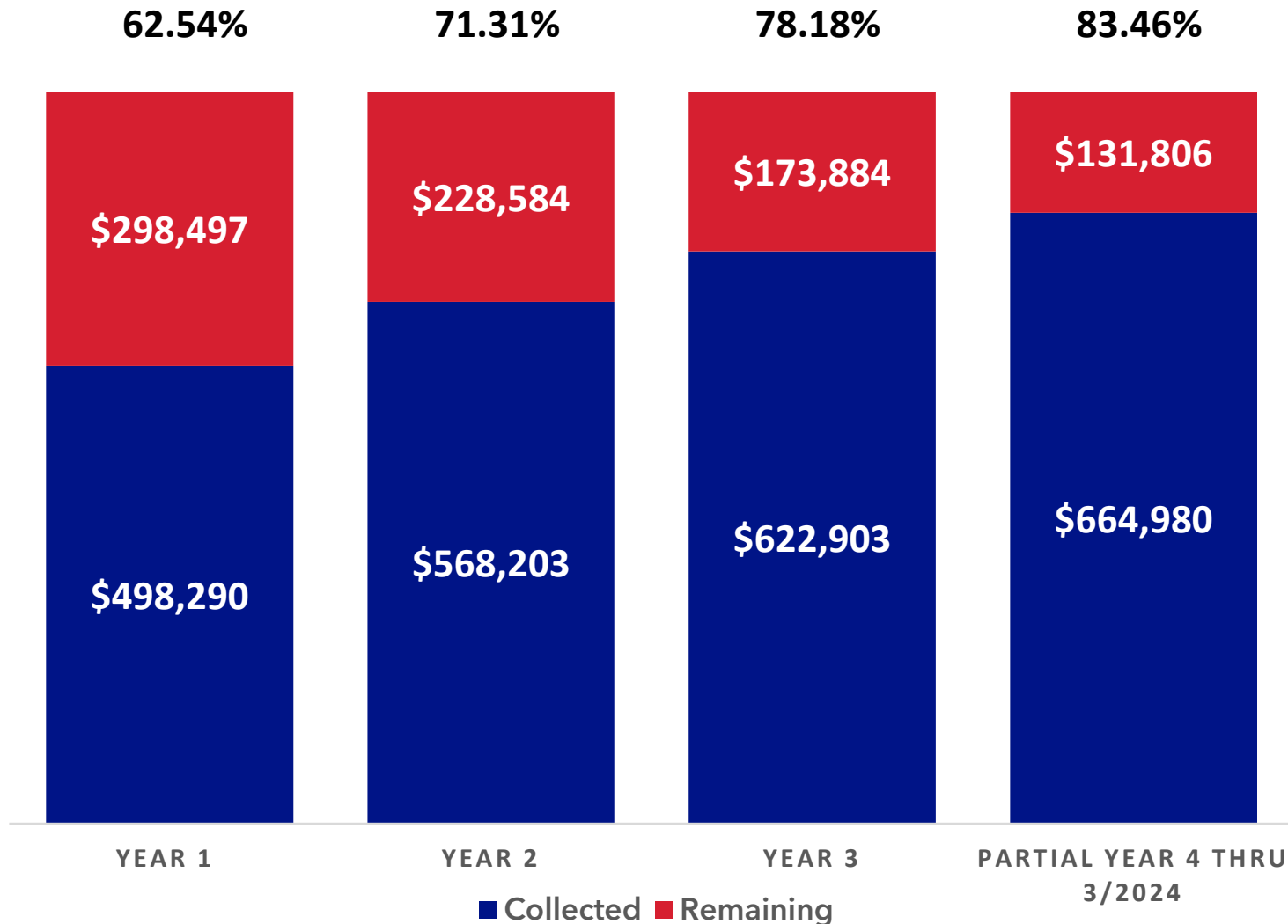
As of 07/01 - 6/30 for each year - Initial Outstanding Base Tax \$717,564





2019 PERCENTAGE OF COLLECTION FOR WALKER COUNTY

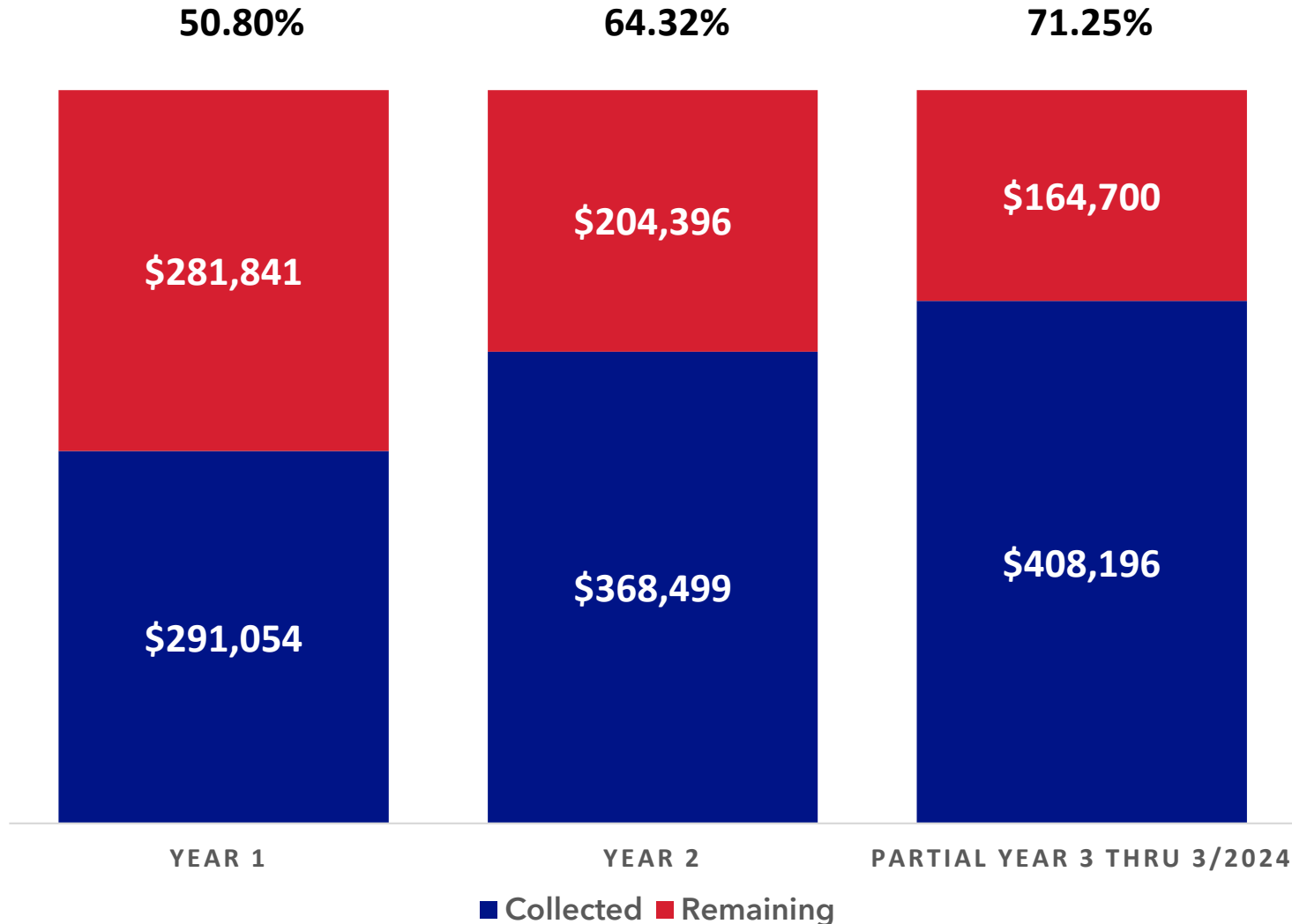
As of 07/01 - 6/30 for each year - Initial Outstanding Base Tax \$796,786





2020 PERCENTAGE OF COLLECTION FOR WALKER COUNTY

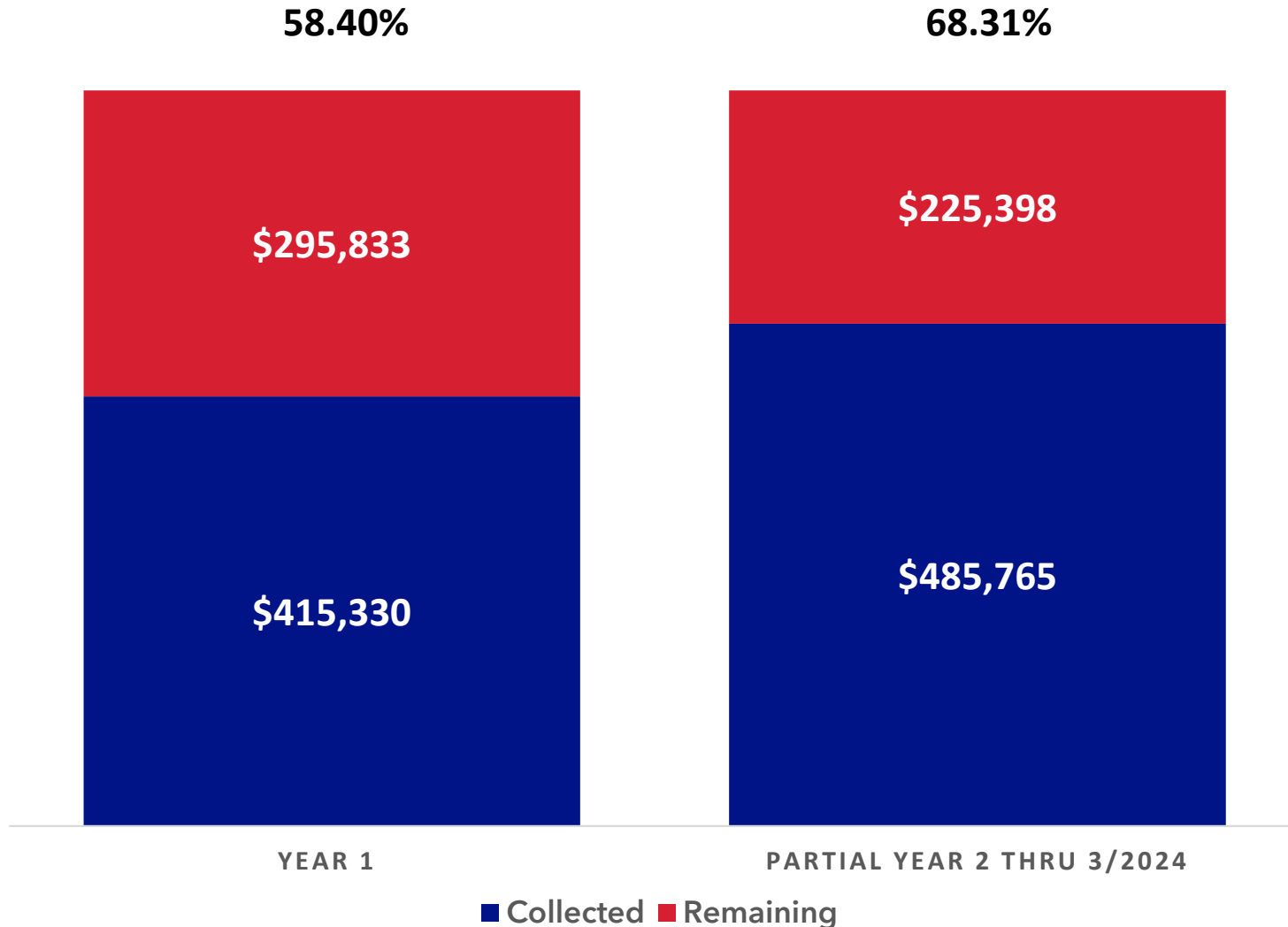
As of 07/01 - 6/30 for each year - Initial Outstanding Base Tax \$572,895





2021 PERCENTAGE OF COLLECTION FOR WALKER COUNTY

As of 07/01 - 6/30 for each year - Initial Outstanding Base Tax \$711,163





2022 PERCENTAGE OF COLLECTION FOR WALKER COUNTY

As of 07/01 - 6/30 for each year - Initial Outstanding Base Tax \$1,019,524

59.49%



PARTIAL YEAR 1 THRU 3/2024

■ Collected ■ Remaining



FINE & FEE COLLECTION REPORT

AS OF APRIL 10, 2024

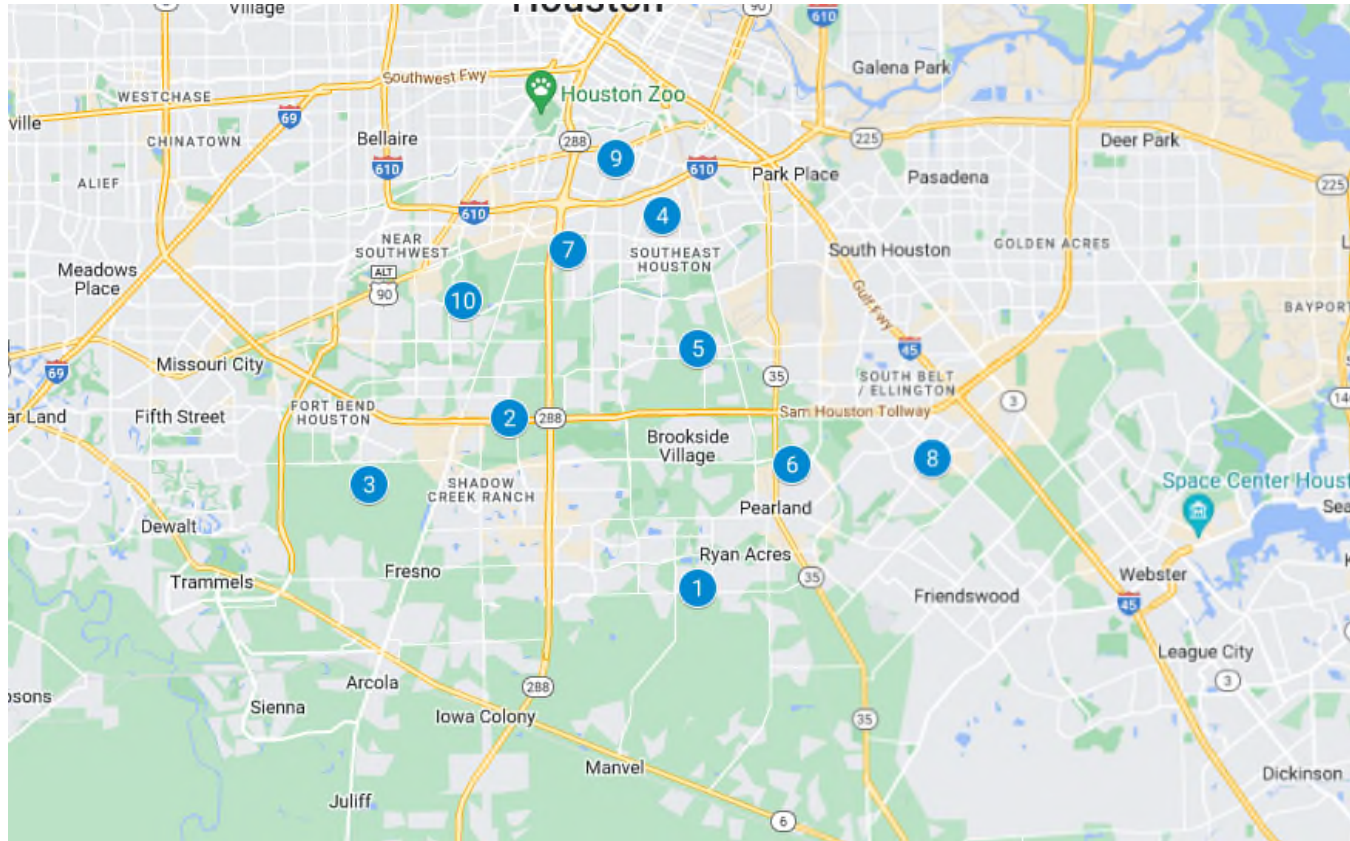
FOR WALKER COUNTY

Court	Total Turnover		Payments and/or Partial Payments				Dismissed/Cleared				Total \$ %	Total # %	Address	Letters	Phone #	Phone
	\$	#	\$	#	% of \$	% of #	\$	#	% of \$	% of #	cleared	cleared	Correction	Mailed	Changes	Contacts
Walker JP1 (Fisher)	2,670,074.00	8,843	498,843.34	1,702	18.68%	19.25%	180,052.40	578	6.74%	6.54%	25.43%	25.78%	7,077	56,813	1,894	7,736
Walker JP2 (Payne)	1,093,834.00	4,041	155,919.53	562	14.25%	13.91%	72,287.60	260	6.61%	6.43%	20.86%	20.34%	3,178	24,854	749	3,932
Walker JP3 (Jeffcoat)	874,942.00	2,910	247,412.91	830	28.28%	28.52%	87,020.80	292	9.95%	10.03%	38.22%	38.56%	3,180	22,133	1,870	11,798
Walker JP4 (Cole)	2,285,085.00	7,597	758,091.20	2,446	33.18%	32.20%	170,754.52	606	7.47%	7.98%	40.65%	40.17%	6,699	52,864	3,206	16,942
Total of all JP's	6,923,935.00	23,391	1,660,267	5,540	23.60%	23.47%	510,115.32	1,736	7.69%	7.75%	31.29%	31.21%	20,134	156,664	7,719	40,408



TOP 10 ACCOUNTS BY ZIP CODE FOR WALKER COUNTY JP-3

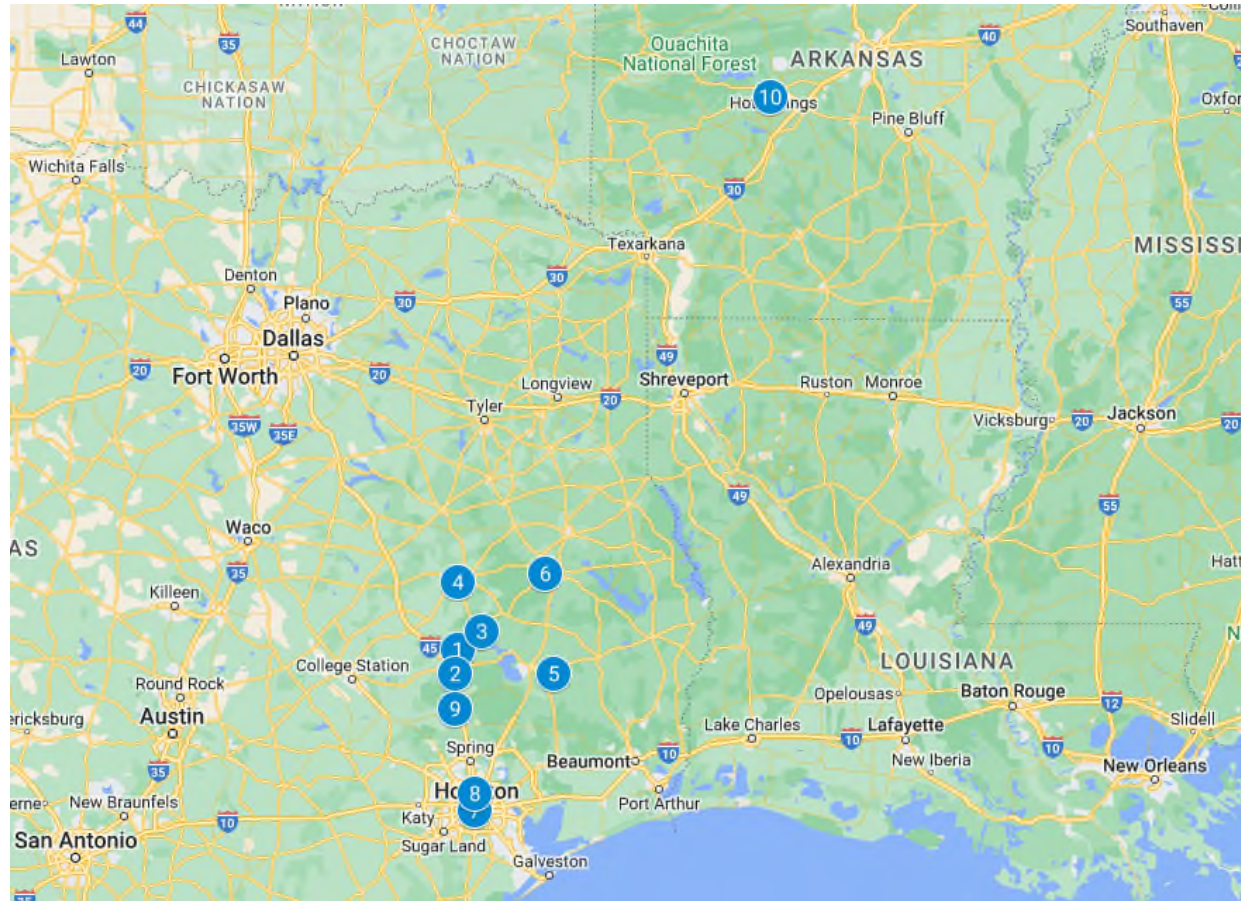
- 1
77584 - \$461953.09(453)
- 2
77047 - \$274485.02(270)
- 3
77053 - \$265665.80(246)
- 4
77033 - \$233161.35(242)
- 5
77048 - \$196507.26(216)
- 6
77581 - \$230328.32(214)
- 7
77051 - \$194848.73(181)
- 8
77089 - \$154786.97(165)
- 9
77021 - \$164008.23(162)
- 10
77045 - \$170942.56(155)





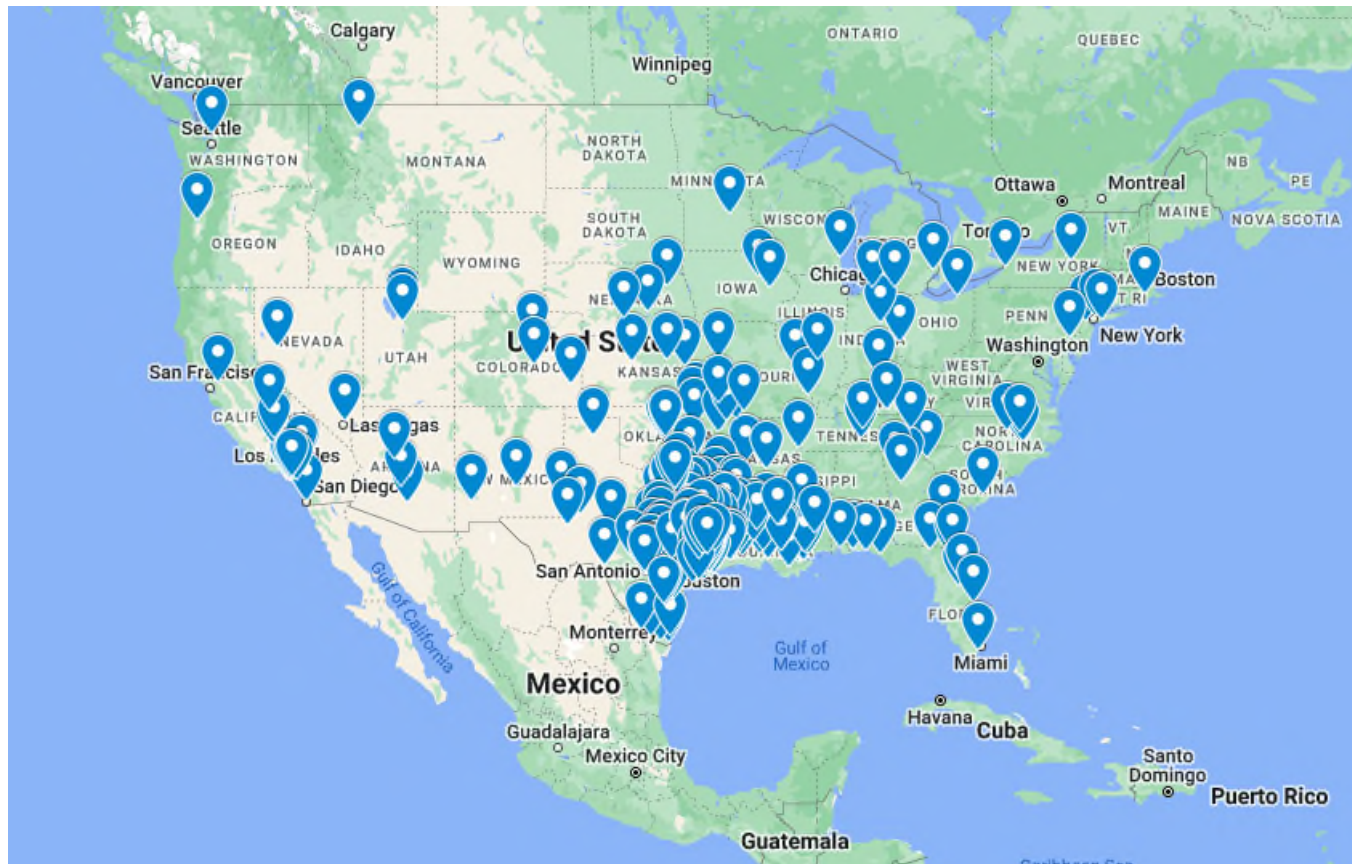
TOP 10 BAD ADDRESS ACCOUNTS BY ZIP CODE FOR WALKER COUNTY JP-3

- 1
77320 - \$15823.20(33)
- 2
77340 - \$13022.10(24)
- 3
75862 - \$5256.20(17)
- 4
75835 - \$2450.50(6)
- 5
77351 - \$3441.10(6)
- 6
75904 - \$1287.00(3)
- 7
77006 - \$682.50(3)
- 8
77076 - \$1164.80(3)
- 9
77318 - \$2141.10(3)
- 10
71913 - \$429.00(2)





ALL ACCOUNTS FOR WALKER COUNTY JP-3



COUNTY OF WALKER §

WHEREAS, it has been and remains the longstanding policy of WALKER COUNTY that the expenses of collecting delinquent taxes owed to the County should not constitute an unfair burden on the general revenue and on the taxpayers who pay on time, and should be borne instead by the delinquent properties and their owners who are responsible for causing such expenses, and

WHEREAS the provisions of Section 6.30 of the Texas Property Tax Code have been complied with and an additional penalty of 15% of all delinquent taxes, penalties, and interest due and unpaid as of July 1, 2024, to WALKER COUNTY is appropriate and needed to defray the delinquent tax collection cost.

Passed and approved this the _____ day of _____, 2024.

By: _____
Ronnie White, Commissioner Precinct 2

By: _____
Bill Daugette, Commissioner Precinct 3

By: _____
Brandon Decker, Commissioner Precinct 4

Attested:

County Clerk

CONTRACT FOR THE COLLECTION OF DELINQUENT TAXES

THE STATE OF TEXAS

§

COUNTY OF WALKER

§

§

THIS CONTRACT is made and entered into by and between **WALKER COUNTY**, a political subdivision of the State of Texas, acting by and through its Commissioners Court, hereinafter called Taxing Authority, and **PERDUE, BRANDON, FIELDER, COLLINS & MOTT, L.L.P.**, Attorneys at Law, Houston, Texas, or their duly authorized representatives, hereinafter called the Firm in accordance with Texas Property Tax Code, Title I, Subtitle B, Chapter 6, Subchapter B, Section 6.30(c).

I.

Taxing Authority agrees to employ and does hereby employ the Firm to enforce by suit or otherwise, the collection of all delinquent taxes, penalty and interest, owing to the Taxing Authority which the Taxing Authority's Tax Collector refers to the Firm, provided current years taxes becoming delinquent within the period of this contract shall become subject to its terms upon the following conditions:

- A. Taxes that become delinquent during the term of this contract that are not delinquent for any prior year become subject to the terms of this contract on the 1st day of the month in which penalties attach to the taxes pursuant to Sections 33.07 and 33.08 of the Texas Property Tax Code; and
- B. Taxes that become delinquent during the term of this contract on property that are delinquent for prior years shall become subject to its terms on the first day of delinquency when such property is under litigation or comes under litigation or is referred to the firm for collection by the Taxing Authority's Tax Collector.
- C. Taxing Authority reserves the right to make the final decision as to whether or not to enforce by suit any delinquent tax account turned over to the Firm for collection.

II.

The Firm is to call to the attention of the collector or other officials any errors, double assessments or other discrepancies coming under their observation during the progress of the work and is to intervene on behalf of the Taxing Authority in all suits for taxes hereafter filed by any taxing unit on property located within its taxing jurisdiction.

III.

The Firm agrees to make progress reports to the Taxing Authority on request and to advise the Taxing Authority of all cases where investigation reveals taxpayers to be financially unable to pay their delinquent taxes.

IV.

All activities performed by the Firm in connection with this contract (i.e. title research fees) are at no out of pocket cost to the Taxing Authority. Section 33.48(a) (4) of the Texas Property Tax Code provides: "In addition to other costs authorized by law, a taxing unit is entitled to recover...reasonable expenses that are incurred by the taxing unit in determining the name, identity and location of necessary parties and in procuring necessary legal descriptions of the property on which a delinquent tax is due:..." The Firm agrees to advance on behalf of Taxing Authority such costs and expenses. In consideration of the advancement of such costs and expenses by the Firm, Taxing Authority assigns its right to recover the same to the extent approved by the Court and/or customarily and usually approved by the Court. The Firm expressly waives any claim against Taxing Authority for uncollected costs or expenses.

V.

Taxing Authority agrees to pay the Firm as compensation for services rendered hereunder, the percentage as set forth below, of the total amount of all delinquent taxes, penalty and interest which are subject to this contract and which are actually collected and paid to the Taxing Authority's Collector of Taxes, when an equal amount of Section 33.07 or 33.08 penalties is recovered from the taxpayer. Other taxes, including current taxes, which are turned over to the Firm by the Taxing Authority's Tax Assessor-Collector because of the necessity of filing claims in Bankruptcy, with other Federal

authorities, or for other reasons, shall become subject to the terms of this contract at the time they are turned over to the Firm and the Firm shall be entitled to the appropriate percentage, as set forth below, of any amounts of delinquent taxes, penalties, and interest actually received by the Taxing Authority, and also the appropriate percentage, as set forth below, of current taxes actually received by the Taxing Authority when such percentage is actually recovered from the taxpayer, if collected prior to July 1st of any tax year.

Compensation Amounts

15% for all delinquent tax years.

VI.

Taxing Authority agrees to furnish to the Firm all data and information as to the name, and address of the taxpayer, the legal description of the property, years and amount of taxes due. Taxing Authority further agrees to update said information by furnishing a list of paid accounts and adjustments to the tax roll as necessary.

VII.

This Contract shall commence on **April 22, 2024**, and continue in force and effect until **April 22, 2027**, and thereafter on a month to month basis except that either party to this agreement may terminate this agreement by giving the other party thirty (30) days written notice of their desire and intention to terminate this agreement; and further provided that the Firm shall have an additional six (6) months to reduce to payment or judgment all tax litigation and bankruptcy claims filed prior to the date this agreement becomes terminated.

VIII.

Every provision of this Agreement is intended to be severable. If any term or provision hereof is hereafter deemed by a Court to be illegal, invalid, void or unenforceable, for any reason or to any

extent whatsoever, such illegality, invalidity, or unenforceability shall not affect the validity of the remainder of this Agreement, it being intended that such remaining provisions shall be construed in a manner most closely approximating the intention of the Parties with respect to the illegal, invalid, void or unenforceable provision or part thereof.

Pursuant to Chapters 2252, 2271, and 2274 of the Texas Government Code, the Firm verifies that it does not and will not for the term of this contract boycott Israel or energy companies; that it does not have a policy which discriminates against a firearm entity or firearm trade association nor will it create such a policy for the term of this contract; and that it is not engaged in business with Iran, Sudan, or a foreign terrorist organization.

The State Bar of Texas investigates and prosecutes professional misconduct committed by Texas attorneys. If you have a complaint against or dispute with this firm involving professional misconduct, the State Bar's Office of Chief Disciplinary Counsel will provide you with information about how to file a complaint.

In consideration of the terms and compensation here stated, the Firm hereby accepts said employment and undertakes the performance of this Contract as above written.

This Contract is executed on behalf of the Taxing Authority by the presiding officer of the governing body who is authorized to execute this instrument by Order heretofore passed and duly recorded in its minutes.

WITNESS the signatures of all parties hereto in duplicate originals this the _____ day of _____, 2024, Walker County, Texas.

PERDUE, BRANDON, FIELDER, COLLINS & MOTT, L.L.P.

Attorneys At Law

2040 North Loop 336 West, Ste. 320

Conroe, Texas 77304

(936)242-6815

By: _____



Leslie Schkade, Partner

WALKER COUNTY

By: _____

Colt Christian, County Judge

By: _____

Danny Kuykendall, Commissioner Precinct 1

By: _____

Ronnie White, Commissioner Precinct 2

By: _____

Bill Dauge, Commissioner Precinct 3

By: _____

Brandon Decker, Commissioner Precinct 4

Attest: _____

County Clerk

Walker County EMS Accounts Receivable: Write-Offs

The purpose of this policy is to give direction regarding instances when an EMS billed account, or part of an account, may be written off. This policy also clarifies who may write off accounts based on dollar amounts.

- Small Balance Write-Off:
 - An amount between **(-5.00)** up to \$50.00 may be approved for write-off by the Director of EMS (Example: a nursing facility resident with no responsible family member and the nursing facility is not responsible)
- Adjustments:
 - Amounts disallowed or deemed not reasonable and necessary by insurance companies, Worker's Compensation and entitlement programs (Medicare / Medicaid).
 - Also includes adjustments due to litigation and "no resource" patients.
 - Documentation shall be placed in the files to support the write-off.
- Charity care:
 - For accounts deemed as "Charity"; when Huntsville Memorial Hospital also deems as such; approval by Director of EMS.
 - Supporting documentation shall be placed in the file.
- Un-collectible:
 - Amounts for deceased patient, where no responsible party remains, will be written-off with approval by Director of EMS.
 - Amounts incurred for treating/transporting a jail inmate, while the inmate is in custody at the Walker County Jail and the inmate does not qualify for payment as Walker County indigent by Hospital District, or other source, will be written-off upon approval by the Director of EMS.
 - Documentation shall be placed in the files to support the write-off or transfer to the collection agency.
- Walker County Insured benefit:
 - Any amount remaining after insurance has paid, and the yearly deductible is met, will be considered a write-off.
 - For employees/beneficiaries only of Walker County.
 - One transport per insurance year.
 - Supporting documentation will be placed in the files.
- Walker County EMS Part-Time Employees:
 - For WCEMS employees only.
 - Part-Time Employees of WCEMS, who have worked 288 hours within the past 365 days, may have any remaining balance AFTER their insurance (if any) has paid, written-off.
 - One transport per rolling calendar year (365 days).
 - If no insurance coverage was available at time of service, Director of EMS may present an amount to Commissioner's Court for approval of write-off, quarterly.
 - Supporting documentation will be placed in the file.

- Emergicon (Emergency Medical Billing) write-off guidelines will include the following:
 - Writing off billed accounts with a minimum of \$100.00,
 - After 180-days with no activity on the account, statements and accounts will be sent to collections (CSC, Credit Service Company, Inc.).
 - Emergicon has the ability to leverage/dismiss disposables (such as gloves, masks, bandaging, tape, etc.) and oxygen charges in negotiating payments. For example, they may offer to write-off the disposables if a patient can pay the account immediately.
 - Prompt pay discount of up to 45% may be applied if the account is paid in full, as granted by Emergicon.
- Administrative Review:
 - Customer Service concerns will reviewed by Director of EMS for final disposition.
- Walker County Hospital District bill adjustments:
 - Paid at Medicare allowable rate (a percentage of billed amounts).
- Bankruptcy:
 - Any amounts deemed non-collectable by a U.S. Bankruptcy Court.
 - Supporting documentation will be placed in the file.
- Attorney Settlement Review:
 - Attorney Negotiated Request of greater than a 50% reduction will require a prompt counter offer by Director of EMS and will be negotiated on a case-by-case basis.
 - Required documentation reviewed by Director of EMS for final approval.
 - Supporting documentation will be placed in the file.

Cases not within these circumstances shall be documented in the patient's chart and presented quarterly to the Walker County Commissioner's Court for approval.

Updated and approved by Walker County Commissioner's Court: December 19, 2022



EMERGICON
emergency medical billing

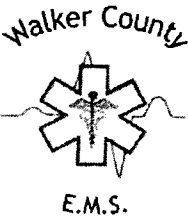
Walker County EMS Fee Schedule Recommendation

In preparation for Senate Bill 2476 we want to make sure you have the latest information to make an informed decision regarding your fee schedule before January 2024.

Please see the link below and our recommendation.

<https://emergicon.com/blog/senate-bill-2476-what-does-it-mean/>

Current fee schedule:

		Res	Non-Res
	ALS-E - A0427	\$1,500.00	\$1,500.00
	ALS-Non - A0426	\$1,500.00	\$1,500.00
	ALS 2 - A0433	\$1,700.00	\$1,700.00
	BLS-E - A0429	\$1,200.00	\$1,200.00
	BLS-Non - A0428	\$1,200.00	\$1,200.00
	SCT - A0434	\$1,850.00	\$1,850.00
	ALS Disp - A0398	\$450.00	\$450.00
	BLS Disp - A0382	\$350.00	\$350.00
	O2 - A0422	\$125.00	\$125.00
	Mileage - A0425	\$23.00	\$23.00
	TNT - A0998	N/A	N/A

Emergicon does not recommend any changes to your current fee schedule.

Recommended fee schedule: NONE



Walker County EMS Event Standby and Agreement

This agreement, entered into this _____ day of _____, 20__ by and between Walker County EMS and _____ (standby User).

Whereas, Standby User is requesting dedicated standby services, and,

Whereas, WCEMS (Walker County EMS) is willing to provide such services under the terms set forth herein:

Now therefore, it is agreed as follows:

1. WCEMS agrees to provide Dedicated EMS Standby service(s) to the User named above.
Dedicated EMS Standby services means a licensed emergency vehicle(s) staffed by licensed ALS and/or BLS personnel. The EMS unit(s) will be located at the function in coordination with the event and will remain dedicated to the event.
2. EMS agrees to provide Dedicated EMS Standby service(s) to the Standby User named above for the dates, times, locations specified below:

Physical Location of the Event: _____

Date(s) and Time(s) the ambulance needs to be at the physical location:

Number of Crews Requested: _____

3. Due to the call volume of WCEMS, dedicated services are subject to availability of crews and emergency vehicles. In addition, even if the Standby User requests and agrees to the condition of dedicated standby services, certain extreme, catastrophic or immediate life-threatening emergencies may still require EMS to utilize Emergency Medical Technicians/Paramedics/ambulances assigned to the dedicated standby for outside incidents. If this occurs during a scheduled dedicated standby (with this Agreement in place) and a lapse of on-site EMS coverage occurs, another ambulance/crew will be routed to the event immediately upon availability.

4. The fee for the dedicated standby service is outlined in the WCEMS fee schedule below. The hourly charge for this service begins from the time the crew arrives at the designated standby until it is released from the event, with a 3-hour minimum charge per dedicated standby service.

<u>Service Type</u>	<u>Fees</u>
Dedicated Crew	\$450 for first 3 hours + \$100/additional hour
Non-Dedicated Crew	\$0 (Availability dependent on call volume)

5. WCEMS will bill the standby user for the costs upon completion of the event and standby user agrees to pay EMS within 30 days of submission of the invoice for services rendered.
6. WCEMS reserves the right to refuse any request for Standby at any time prior the date of service. This refusal to provide service shall only be made on a reasonable basis and based upon availability of resources and factors unforeseen at the time of the initiation of the agreement. Additionally, either party may cancel this agreement with forty-eight hours' notice.
7. The charges provided herein reflect only those associated with making WCEMS readily available to the Standby User. The normal charges for the care and transportation of patients will be the responsibility of the patient unless than Standby User has made alternate arrangements with WCEMS.

Signature of Standby User

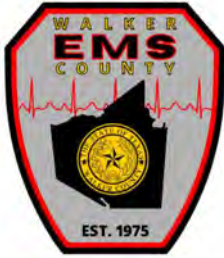
Signature WCEMS Representative

Printed Name

Printed Name

Date

Date



Walker County EMS

Event Standby Policy Definitions

Non-Dedicated EMS Standby:

- This level does not require the staff or equipment to remain onsite of the event. Event coverage will be interrupted in the event of an offsite ambulance need that cannot be maintained by other scheduled crews.
- A single ambulance, staffed by a minimum two EMS personnel, will be assigned to the event, BUT will remain available for other EMS calls in the area.

Dedicated EMS Standby:

- A single ambulance, staffed by a minimum of two EMS attendants, will be assigned to the event and will remain dedicated to the event. This level requires the staff and equipment to remain onsite of the event until the end, without interruption.
- In addition, even if an organization requests and agrees to the conditions of Dedicated Standby Services, certain extreme, catastrophic, or immediate life-threatening emergencies may still require WCEMS to utilize the ambulance assigned to the Dedicated Standby. If this occurs during a scheduled Dedicated Standby (with this AGREEMENT in place), and a lapse of onsite EMS coverage occurs, another ambulance/crew will be immediately routed to the event as soon as possible.

The EMS Director reserves the right to alter or make specific accommodations to event coverage, and/or fees dependent upon request.

I have read and agree to the Ambulance Standby Service Program. Initial: _____/Date: _____



WALKER COUNTY EMS

1619 SH 30 E. Huntsville, TX 77320

Rachel Parker, EMS Chief

Chris Toman, Assistant Chief

January 24, 2024

Subject: Walker County EMS Fee Schedule Update

To whom it may concern,

I am writing to inform you of the price increase to our fee schedule regarding patient transport by Walker County EMS. This price increase went into effect on May 23, 2022. These increases are the result of supply chain disruptions and rising costs of medical equipment, wear and tear on EMS vehicles, costs in operating supplies due to inflation, fuel increases, worker shortages, etc.

I have noticed that we do not have an up-to-date fee schedule or contract on file with TDCJ/UTMB Correctional Managed Care. Please review our fee schedule as attached, so that we may update our billing company, Emergicon, of the status of this matter. I would be happy to take any documents to our County Judge for approval.

Please note, that we will be standing firm in this rate change. Please reach out if you have any questions.

Thank you,

Rachel Parker, RN, LP, FP-C
EMS Chief





Walker County, Texas
ATTN: Mike Williford, Purchasing Department
1301 Sam Houston Ave., Suite 235
Huntsville, TX 77340

November 10, 2019

It is a pleasure to respond to the Walker County EMS Request for Proposal (RFP) C-2360-20-005 Emergency Medical Service Billing Services.

As a Dallas-based company, EMERGICON speaks Texan. Our team of Texas-based employees are experts in Texas EMS billing because we only serve Texas agencies. Our primary business is billing and collecting ambulance fees for emergency claims. EMERGICON was founded specifically to assist municipal based EMS providers improve their collections while delivering amazing customer service. We serve as more than a billing contractor to our clients by partnering with each client in managing their EMS billing.

Why is EMERGICON different than the rest? We devote more resources to the aspects of EMS billing that make a difference. Every EMS billing company performs the same function, however most skimp where it matters. Either outsourcing functions overseas or relying too heavily on technology, the results are poor cash collections and upset patients. EMERGICON's success has been through our approach to avoiding these mistakes. EMERGICON has a large payer research staff to get the bill to the correct payer with the correct patient information. We use humans, not computers, to read and code EMS charts. We have an accounts receivable staff that pursues claims to resolution by addressing the often-incorrect response from payers (ie, Walker County is not a network provider, therefore we want to underpay the claim). Our clients continue to be our best referral source by attesting to our commitment to the highest level of service and record setting cash collections.

EMERGICON is compliant with all Federal, State, and local laws and regulations as they apply to our service offerings. This includes the Health Insurance Portability and Accountability Act of 1996 and the Identity Theft Red Flags and Address Discrepancies under the Fair and Accurate Credit Transaction Act of 2003.

We appreciate your time and consideration. Feel free to contact me personally on my cell (469.964.5988) or in my office (972.602.2060 ext. 400) regarding any questions that you may have.

Sincerely,

Christopher Turner
President & CEO
709 W. Broad St., Ste. 100
Forney, TX 75126



Table of Contents

Tab A – Qualifications and Experience.....	4
Qualifications	5
Leadership.....	5
Three-Year (36 Month) Work History.....	6
Contact Representative.....	6
Account Inquiries.....	7
Medical Records Requests.....	7
Business Hours and Contact Information.....	8
Payment Options.....	9
Patient Disputes.....	9
 Tab B – Procedures.....	 10
Billing Overview.....	11
Billing Process Workflow.....	12
Claims Recovery.....	15
Collections.....	15
ASPP.....	17
Compliance.....	18
Hardware / Software.....	18
Analytics.....	19
Auditing.....	19
Business Continuity, Security, and Disaster Recovery.....	21
Affiliations and Certifications.....	22
Process Improvement and Continued Education.....	22



Tab C – Reporting.....	24
Reporting Processes.....	25
Monthly: Balance Summary.....	27
Monthly: Executive Summary.....	28
Monthly: Charge Report.....	29
Monthly: Credit Report.....	32
Monthly: Payor Aging Reports.....	38
Annually: Management Summary.....	54
 Tab D – Rates and Expenses.....	 62
Rates and Expenses.....	63
Services Agreement Sample.....	64
 Tab E – References.....	 79
References.....	80
 Tab F – Certification Page.....	 81
Certification Page.....	82
Request for Proposal Forms and Documents.....	83

Tab A – Qualifications and Experience



Qualifications

Founded in **2006**, the mission of EMERGICON is to reduce the burdens of EMS billing for those who provide life-saving care.

EMERGICON is solely based in Dallas, Texas and is the largest EMS billing and collections provider in the state. EMERGICON serves more than 160 Texas EMS providers.

EMERGICON is in its **thirteenth year of business** and has solidified our reputation in exceeding our clients' expectations in cash collections and customer service. We handle all aspects of EMS account management including coding, billing, payment posting, accounts receivable follow-up, compliance, and medical records requests.



One important difference that EMERGICON offers is our commitment to work only with EMS providers in Texas. The reason that we have made this decision is the same reason it's important to you – regulations and payors are locally focused. Though Medicare is a federal law, it's administered locally by Novitas. Medicaid is a state program and can vary significantly from state to state along with the insurance providers: Blue Cross, UnitedHealthcare, Aetna, and Cigna. We at EMERGICON believe in doing one thing and doing it better than any of our competitors.

Leadership

EMERGICON's strength is based on the administration's experience in the industry, as well as the team's focus of Texas EMS billing practices. The leadership team includes professionals with years of experience in emergency medical services and medical billing and coding.



Christopher Turner, MHA - President and CEO

Christopher is a Texas native with a Master's degree in Healthcare Administration from Texas State University. He has extensive experience in healthcare financial management and has specialized in pre-hospital emergency management for more than 20 years. He is an active member of emergency medicine organizations across Texas.



Brant Stovall, CCEMT-P - Director of Client Development

Brant is a Texas native and earned his EMT certificate from University of Texas, Arlington. He has served as both a ground and air transport EMT. He has many advance life support certifications as well as instructor certifications. Brant has maintained services in the EMS industry for over 30 years.

Three-Year (36 Month) Work History

EMERGICON has been servicing Walker County since December 2018. We are prepared to continue working on Walker County's behalf as a billing vendor with no concerns of conflict or bias due to personal relationships.

EMERGICON has been in business for more than 13 years and we are the largest EMS Billing Company in the State of Texas. In the past 36 months we have brought on such clients as: Bexar County #2, Travis County #2, Nacogdoches County Hospital District, Wise County Hospital District, and many more.

Contact Representative



Callie Rivera – Client Success Manager

Callie has lived in Texas for 10 years and has an extensive history in healthcare, sales, and account management. She has worked with a Forbes Top 10 company as well as honorably served in the U.S. Army.

Callie will serve as the point of contact and Account Manager for Walker County. In addition to maintaining regular contact with Walker County, she will assist in onboarding, training, and quarterly business reviews.

Office: 469-602-2060 xt. 462
Cell: 214-713-5054
Email: CRivera@emergicon.com
709 W. Broad St.
Ste. 100
Forney, TX 75126



Account Inquiries

You will be able to log into ESO ePCR to gain real-time run information. This will allow members to view current runs for a set time period.

If you are not able to find the answers that you seek from the web, we are also available to assist via phone or email. You will be provided email addresses and direct phone numbers to key leadership in case any inquiries arise.

Medical Records Requests

EMERGICON can fulfill medical records requests made on behalf of our clients. We maintain strict HIPAA compliance on all documents and retain a legal entity to assist with any changing healthcare requirements regarding such concerns.

Business Hours and Contact Information

Hours of Operation: 9am-5pm M-F

However, we understand that EMS staff work around the clock 24/7 so we provide personal cell phone numbers of our key leadership to clients in case they need to reach us outside of normal business hours.

Main Phone number – 877-602-2060

Client Hotline – 866-TEX-EMS1 (866-839-3671)

Physical & Mailing Address:

709 W Broad St., Ste. 100

Forney, TX 75126

We strive to answer all client and patient inquiries within 24-48 hours of receipt. In the event that we are unable to answer the inquiry, we will at least respond and provide a timeline on when we should have an answer.

Alternate Contact:

Brant Stovall, Director of Client Development 817-691-6469 (cell)

Callie Rivera, Client Success Manager 214-713-5054 (cell)



Payment Options


Payment types accepted:

Check by phone or mail

- Credit Card by phone or mail
- Online Payment Portal (www.EMERGICON.com/paymybill)
- Walk-in payment to your department

Payment plans are also available to all patients. The patient or family member will need to call EMERGICON to get this started.

GDN16-0513-733790721-00061-42



SAMPLE Fire & EMS Inc.
P.O. Box 111111
Dallas, TX 75261-2092

Our online bill pay service is available at:
www.Emergicon.com

If you have questions or concerns,
please contact us for assistance at (972) 602-2080 or toll-free at (877) 602-2080.
You may also contact us via e-mail at
questions@emergicon.com

STATEMENT DATE: 05/13/2018

NAME	RUN #	DATE OF SERVICE	PRIMARY PAYER
Patient, ED	103-16-1021:1	8/21/2017	BLUE CROSS OF TEXAS

DESCRIPTION	QTY	CHARGES
ALS - Advanced Life Support A0427	1.00	\$1,270.50
Ground Mileage A0425	7.00	\$105.00

LAST (1) PAYMENTS	PAYER NAME	DATE	PAYMENTS
BLUE CROSS OF TEXAS	Emer Rec Payment - Check	09/28/17	(\$1,100.40)

AMOUNT DUE

\$275.10

Your account is now 30 days past due. Please pay balance or call (877) 602-2080 to make payment arrangements.

Su cuenta esta 30 dias atrasada. Por favor pagar la cuenta o llame a (877)602-2080 para hacer arreglos de pago.

EMERGICON
PO BOX 180446
DALLAS TX 75218

ADDRESS SERVICE REQUESTED

#BWNFTZF #EGN6992472216053#

ED PATIENT
2232 Any DR
Any, TX 75124

TO INSURE PROPER CREDIT DETACH AND RETURN THIS PORTION IN THE ENCLOSED ENVELOPE

IF PAYING BY MASTERCARD, DISCOVER, VISA OR AMERICAN EXPRESS, FILL OUT BELOW:

CREDIT CARD USED FOR PAYMENT

☐ MASTERCARD
CARD NUMBER
SIGNATURE

☐ DISCOVER
EXP. DATE

☐ VISA
EXP. DATE

☐ AMERICAN EXPRESS
EXP. DATE

STATEMENT DATE 05/13/2018	UNPAID BALANCE \$275.10	PATIENT RUN NUMBER 103-16-1021:1
NAME ON CARD		SHOW AMOUNT PAID HERE \$

MAKE CHECKS PAYABLE TO:

SAMPLE Fire & EMS Inc.
P.O. Box 111111
Dallas, TX 75261-2092



Patient Disputes

We fully understand that times may arise where a patient does not agree with the bill that they are being charged. EMERGICON strives to verify all information regarding the dispute or hardship and request that you make the final determination. As your partner in billing, we want to ensure that you are comfortable with any and all bill disputes or hardship requests.

Tab B - Procedures



Billing Overview

EMERGICON's billing process begins after the patient transport is complete, the chart is completed, and the chart is closed and locked. Run sheets (ePCR) are imported into our ambulance billing software, ESO. Our billing specialists review the ePCR alongside ESO to confirm that no data was lost on import. This may include key details that are important in the billing process. EMERGICON billers will manually review the chart and assign the billing codes (ALS, BLS, Resident, Non-Resident). Once the claim is coded our team completes payer research.

EMERGICON utilizes several tools to ensure that we have correct and current insurance information for each patient. By reviewing the insurance for accuracy, we can better reduce the risk of human error during a time of crisis. Lastly, EMERGICON works with local receiving hospitals to identify patients who are transported as a "John or Jane Doe".

EMERGICON verifies all runs have been received through the ePCR system by running regular reports and audits. When applicable, we will then confirm the information through the client's CAD system as well.

EMERGICON works to bill **all** claims within a matter of hours. To ensure this happens properly, we run proprietary audits to ensure claims aren't "stuck" and flowing through the systems seamlessly. In an instance where a patient has a high deductible, we may hold the claim for up to 30 days to allow other possible claims to hit their insurance and potentially lower the amount a patient is due to the EMS provider. If there were an instance where EMERGICON failed to bill out a claim that was submitted to us in a timely manner, we would credit back the client the expected amount they would have received from the claim.

In the event of a claim denial, our billing team works to correct the denial, send corrected claims, and resubmit them in a quick and efficient manner. We run audits routinely to help understand the cause of denials, response times, and ensure we stay on top of changes in the billing environment.

EMERGICON's ePCR maintains data on all insurance carriers and information on previous claims and patient information in the instance they need transport in more than one instance. ESO allows for Match Patient technology to provide a smoother billing process as it allows that the research be conducted only one time for a patient. This also includes patients that may be part of a local prison, facility, or other private location within the client's territory.



Billing Process Workflow

EMERGICON uses an approach to billing claims that focuses on accuracy the first time the bill is sent and utilizing a systematic follow-up. Accuracy is a key component of good billing, from documentation in the field, to capturing the correct Medicare number, to coding and billing.

EMERGICON is routinely engaged to perform analysis of other billing companies, which has allowed us to further identify potential weaknesses in the billing process. As a result of experience and ongoing analysis, EMERGICON has what we believe to be the very best billing process and focuses on maximizing collections. We bill all known payers, including Medicare, Medicaid, Commercial Insurance, Auto Insurance, Workers Compensation and Attorney pays.

Step One: The EMERGICON billing process begins immediately after runs are imported by EMERGICON personnel from the department's ePCR system. ESO Billing Software will time and date stamp any record and then import the claim. We will verify dates are verified and compare the claim to any available patient log for the day.

Step Two: Face sheets, payer information, demographics or other missing data is requested from the receiving facility by fax or mail. If information is not received within 24 hours, an EMERGICON staff member will call the facility. If information is still not received within 48 hours, the request is resent and staff member will again call the facility.

Step Three: Each claim is reviewed, coded and billed electronically through the MD Online clearinghouse. Medicaid claims are billed electronically through their designated site to reduce denials and to help expedite payment.

Step Four: Follow-up and claim analysis

Medicare: Medicare claims may pay by electronic remit in as little as fourteen days. On the fifteenth day, any unpaid Medicare claim is reviewed and compare. We will call Medicare and obtain the status of the claim. We will appeal or refile the claim as necessary. Finally, a Medicare co-pay statement is issued to the patient for their 20% patient responsibility.

Commercial Insurance: Commercial insurance claims typically take thirty-five to forty-five days to pay. Our staff will confirm correct confirmation of these claims. If forty days have passed with no payment, our staff will reach out to a live agent at the insurance agency to discuss the status of the claim. EMERGICON staff have the experience in communicating with commercial insurance carriers to decrease delays in payment and increase your cash flow.

Medicaid: Our process for filing Medicaid claims is online, and we can receive a payment status immediately. If a claim is filed online and a denied status is received, the claim can be immediately appealed online.



Private Pay: Private pay patients are sent a Private Pay statement requesting insurance information within five days of the date of transport and notifying them of the balance due.

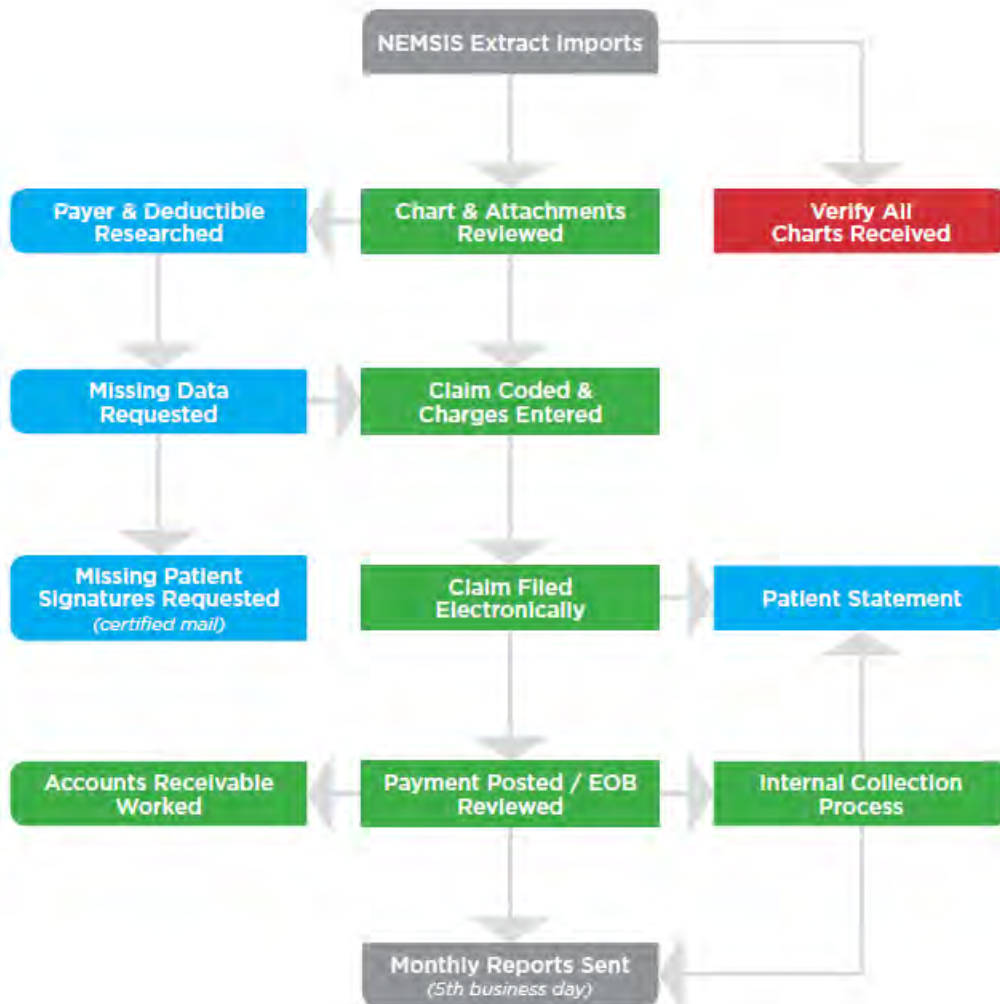
If a statement is returned to our office due to a bad address, we conduct additional research through skip tracing tools and verify the patient's best address through USPS.

Step Five: Claim payments, explanation of benefits and remittance advices are reviewed detail. Claims are reviewed for denials, low pays and no pays. Medicare and Medicaid claims are reviewed and expected to pay from the approved federal and state schedules. As payments are posted, the contractual allowance is posted for Medicare and Medicaid accounts. Patients will have received an Explanation of Benefits and should have an understanding of their obligation for payment.

We have found that other billing companies may allow contractual allowances for commercial insurers. We have identified these low pays and appeal each one with the commercial insurer. We have found that this is rectified by the commercial insurer and the financial burden is reduced on the patient.

All denied claims are routed to EMERGICON's Director of Quality Assurance/Quality Improvement. The Director reviews each denial and works to have the denials rectified. We also use each denial as a learning experience to continue improving our processes.

Claims Billing Process





Claims Recovery

The ability to implement and utilize an effective follow-up process makes the difference between achieving an average collection rate and an outstanding collection rate. EMERGICON's follow-up process is known as "claims recovery". Claims recovery is a continuous and ongoing review of outstanding claims to make sure that they are properly paid and resolved. Claims recovery has been so successful that it is a separate service offered by EMERGICON. In addition to Walker County EMS, the cities of Baytown, Beaumont, and Lewisville have contracted for claims recovery services and have achieved record cash collections.

EMERGICON firmly believes that the patients transported by you are our patients as well. This means that we follow the department's policies in every respect in regards of collections. Our staff is trained to provide the utmost best service and support when dealing with your patients and residents. As part of our ongoing training at EMERGICON, we routinely audit and listen to recorded calls between our staff and patients. From this audit process, we are able to provide feedback to our staff on their professionalism and accuracy. These recorded calls are available at any time to our clients.

Collections

Contacting patients can be difficult and costly. EMERGICON utilizes standard tools, like skip tracing, to track down patients with balances. We also take a soft collection approach with the understanding that a patient utilizing ambulance services may have just experienced a major life trauma.

Invoices are remitted every 30 days to patients with open account balances. Time pay patients continue to receive statements until their account balance is resolved. Private pay patients receive statements until the account is written off, sent to collections (per the department's guidance), or paid in full. Additionally, we target frequent flyer accounts for telephone follow-up in an attempt to establish payment plans or payment by credit card.

Below are some suggestions for increasing Walker County EMS's requests for information:

- Monthly invoices – Allows for a patient to receive a paper bill in the mail that then allows the patient to pay at their convenience.
- Soft collections team – Our team of trained collection agents will reach out to the patient and see if we are able to reach a mutually beneficial payment resolution. Typically, our team will prioritize their focus on patients who have a large balance or may need to pay out of pocket for their transport. Our soft collections team utilize years of customer service skills to listen to the patient and understand their needs regarding payment capabilities.
- Write – off disposables – We recommend this to our clients as an item to assist in collection of fees. It allows the patient a smaller balance and may be the difference in feeling like they can pay the bill versus feeling overwhelmed by the charges.



- Prompt pay discount – We recommend that a prompt pay discount be allowed on the patients that are able to pay most, but not all of their bill up front. This allows the patient to see the balance as more reasonable, and able to be paid up front.

We will also partner with your 3rd party collection agency of choice to help claim funds that our soft collections team may not have been able to gather.



ASPP

EMERGICON can support all reporting requirements of the ASPP grant. We partner with the Public Consulting Group to maintain up-to-date information on this governmental grant and assist our clients to move in the right direction. The standard fee for the services provided by PCG averages to about 13% amongst our current clients. We may provide training documents, templates, or presentations to ensure you are able to understand this program fully.

2018 PCG results

Provider Name	Federal Share Due to Provider	FY17 Federal Share	Total Contingency	Total Invoice Amount	PCG Contingency	PCG Invoice Amount		FY17 Emergicon Contingency		Emergicon FY17 Invoice Amount
	\$ 36,162.18	\$ -	15.00%	\$ 5,424.33	13.00%	\$ 4,701.08	2.00%	0.00%	\$ 723.24	\$ -
	\$ 179,508.74	\$ 221,339.19	12.00%	\$ 21,541.05	10.50%	\$ 18,848.42	1.50%	1.50%	\$ 2,692.63	\$ 3,320.09
	\$ 21,056.36	\$ -	15.00%	\$ 3,158.45	13.00%	\$ 2,737.33	2.00%	0.00%	\$ 421.13	\$ -
	\$ 37,290.62	\$ 75,358.95	15.00%	\$ 5,593.59	13.00%	\$ 4,847.78	2.00%	2.00%	\$ 745.81	\$ 1,507.18
	\$ 121,102.05	\$ -	9.00%	\$ 10,899.18	8.00%	\$ 9,688.16	1.00%	0.00%	\$ 1,211.02	\$ -
	\$ 95,787.05	\$ 52,641.35	15.00%	\$ 14,368.06	13.00%	\$ 12,452.32	2.00%	2.00%	\$ 1,915.74	\$ 1,052.83
	\$ 45,142.01	\$ 123,487.34	12.00%	\$ 5,417.04	10.50%	\$ 4,739.91	1.50%	1.50%	\$ 677.13	\$ 1,852.31
	\$ 45,572.80	\$ 124,196.53	12.00%	\$ 5,468.74	10.50%	\$ 4,785.14	1.50%	1.50%	\$ 683.59	\$ 1,862.95
	\$ 35,535.45	\$ 130,167.23	12.00%	\$ 4,264.25	10.50%	\$ 3,731.22	1.50%	1.50%	\$ 533.03	\$ 1,952.51
	\$ 42,925.44	\$ 175,714.24	12.00%	\$ 5,151.05	10.50%	\$ 4,507.17	1.50%	1.00%	\$ 643.88	\$ 1,757.14
	\$ 28,061.62	\$ 137,866.87	12.00%	\$ 3,367.39	10.50%	\$ 2,946.47	1.50%	1.50%	\$ 420.92	\$ 2,068.00
	\$ 11,841.61	\$ -	15.00%	\$ 1,776.24	13.00%	\$ 1,539.41	2.00%	0.00%	\$ 236.83	\$ -
	\$ 25,010.51	\$ 84,105.77	12.00%	\$ 3,001.26	10.50%	\$ 2,626.10	1.50%	2.00%	\$ 375.16	\$ 1,682.12
	\$ 15,781.58	\$ 52,536.45	15.00%	\$ 2,367.24	13.00%	\$ 2,051.61	2.00%	2.00%	\$ 315.63	\$ 1,050.73
	\$ 49,391.80	\$ -	15.00%	\$ 7,408.77	13.00%	\$ 6,420.93	2.00%	0.00%	\$ 987.84	\$ -
	\$ 182,259.18	\$ 167,327.05	12.00%	\$ 21,871.10	10.50%	\$ 19,137.21	1.50%	2.00%	\$ 2,733.89	\$ 3,346.54
	\$ 13,892.55	\$ 53,367.72	12.00%	\$ 1,667.11	10.50%	\$ 1,458.72	1.50%	2.00%	\$ 208.39	\$ 1,067.35
	\$ 32,823.14	\$ 122,463.39	15.00%	\$ 4,923.47	13.00%	\$ 4,267.01	2.00%	2.00%	\$ 656.46	\$ 2,449.27
	\$ 125,783.74	\$ 529,998.57	6.00%	\$ 7,547.02	5.50%	\$ 6,918.11	0.50%	0.50%	\$ 628.92	\$ 2,649.99
	\$ 16,752.74	\$ 59,762.05	15.00%	\$ 2,512.91	13.00%	\$ 2,177.86	2.00%	2.00%	\$ 335.05	\$ 1,195.24
	\$ 143,357.68	\$ 132,518.66	15.00%	\$ 21,503.65	13.00%	\$ 18,636.50	2.00%	2.00%	\$ 2,867.15	\$ 2,650.37
	\$ 4,813.11	\$ -	15.00%	\$ 721.97	13.00%	\$ 625.70	2.00%	0.00%	\$ 96.26	\$ -
	\$ 22,095.89	\$ -	9.00%	\$ 1,988.63	8.00%	\$ 1,767.67	1.00%	0.00%	\$ 220.96	\$ -



Compliance

EMERGICON's Compliance Department digs into the consistent changes in healthcare billing and maintains a pulse on the industry. We also offer annual compliance training to our clients at specific events throughout the year with our contracted legal firm Page, Wolfberg, and Wirth.

EMERGICON complies with all applicable Federal, State, and local laws and regulations as they apply to the services being provided, including maintaining confidentiality for all medical and patient information in accordance with HIPAA guidelines.

EMERGICON's full compliance plan and Red Flag Rules are available upon request.

Hardware / Software

EMERGICON is a Platinum partner with ESO Solutions. We can assist on behalf of Walker County EMS to ensure complete data is captured in the ePCR, interfacing properly, and ensuring that staff is trained on documentation.

ESO allows clients to view claims 24/7. It allows for clients to export reports to excel, print reports, and show bill status on claims. ESO training is available at initial setup and at additional times, per client request.

Analytics

EMERGICON has an extensive analytics technology department that primarily focuses on building revenue for our clients while ensuring that the most amount of data is captured and analyzed. We use the information that we have formulated and work to ensure that the client is at full revenue-generating capacity.

EMERGICON's analytics department can formulate and create customizable reports as needed by our clients, auditors, and our internal departments. This may include reports to show developing trends, forecasts, and information about current revenues.



Auditing

At EMERGICON, we believe in compliant and effective EMS billing that maximizes cash collections, is a result of ongoing training, education, and a strong closed-loop CQI process. EMERGICON's CQI process is both external and internal.



Our internal CQI process is continuous throughout our services to our clients. We maintain copies of our services provided, billing phone calls, and all financial data to ensure transparency to our clients. We also maintain Standard Operating Procedures within each department to ensure processes are completed accurately and efficiently.

Our external process is performed quarterly by EMS Financial Services, Inc. Our audits are intended to review documentation by providers and how the claims were processed. We review for compliance within federal Medicare law regarding patient and provider signatures, efficacy of documentation, accuracy of bills sent, and payments received. EMERGICON audits each of our clients and provides written results annually unless identified issues warrant more frequently.

EMERGICON also contracts for an annual outside audit, a SSAE No. 16 Type II Audit, from a qualified and independent AICPA firm. This audit is available to all our clients upon request.



July 29, 2019

To Whom It May Concern:

Re: Audit Status

Emergicon has engaged KirkpatrickPrice to perform independent audits of their services. We are currently performing the following audits:

Audit Type	Audit Period Ending	Expected Audit Report Date
SOC1 Type II	July 31, 2019	November 04, 2019

If anyone has any questions about this process, please do not hesitate to contact us.

Very truly yours,

Joseph Kirkpatrick, President
CPA, CISSP, CGEIT, CISA, CRISC, QSA





Business Continuity, Security, and Disaster Recovery Plan

Our Business Continuity/Disaster Recovery (BC/DR) program promotes high reliability and redundancy of all systems. EMERGICON's data is constantly being replicated to a disaster recovery center. We test disaster recovery capabilities every six months and have had no failures. KirkPatrick Price, an external auditing firm, has performed a SOC1 audit for us annually, which has included our BC/DR plan.

EMERGICON utilizes several modes of redundancy to ensure continuity of business data and disaster recovery as evidenced by the following:

- We house several servers and multiple internet circuits to ensure backup in the event of server failure.
- Servers are all located in a secured, monitored, and climate-controlled room. Additionally, they all have redundant power supplies, network interface cards, and redundant array of independent disks (RAID), typically configured with RAID 10.
- Multiple APC UPSs that can provide backup power to afford an opportunity for an orderly shutdown of hardware devices in the event of an extended power outage.

The above listed is only a portion of our Business Continuity Plan. The full plan is available upon request.



Affiliations and Certifications

EMERGICON maintains membership with the Texas EMS Alliance, Texas Ambulance Association, and ACA International [The Association of Credit and Collection Professionals]. EMERGICON is also a bonded collection agency in the State of Texas.

EMERGICON continually pursues ongoing education and training. EMERGICON has certified managers and billers through the National Association of Ambulance Coding for Certified Ambulance Coders. Additionally, we frequently send staff to the Texas EMS Conference, Texas Ambulance Association conference, Texas EMS Alliance, ESO Wave and PWW's ABC3 conference.



Process Improvement and Continued Education

Process Improvement:

EMERGICON has a dedicated Analytics team that continuously reviews and improves current processes. Pre-claim submissions, focused audits, and Medicare / Medicaid focused audits are a *few of the many* audits and analysis continuously run. A few of the many audits and analysis that we complete are:

Coordination of benefits audit – An internal analysis completed to ensure right claim, right payer.

Medicare focused audits – And internal audit run focused on proper billing for patients in a Part A stay or hospice.



Medicaid eligibility audits – An internal audit focused proper billing of late-added Medicaid patients (due to delays in enrollment).

Staff Continued Education:

EMERGICON believes that our employees are the core to our strength. We work diligently on taking available information and improving current processes. Our Management team is regularly sent for National Academy of Ambulance Compliance (NAAC) certification and regularly attending Leadership Development sessions.

After our extensive analysis and audit sessions, the information is processed and turned into learning guides for the pre-billing, billing, and AR teams. We ensure that there is follow-up education to ensure that changes are understood and implemented properly.

Client Continued Education:

EMERGICON believes in full transparency and client education. We routinely reach out to clients to ensure there are no outstanding questions or concerns. We offer additional training and resources for our clients on an as needed basis.

Tab C - Reporting



Reporting Processes

EMERGICON offers clients 24/7 access to real-time data through our web reports portal. The City will be provided with log in credentials and will be able to access any information they are interested in whenever and wherever they choose.

EMERGICON provides monthly reports in a PDF format to ensure data remains static and clients have the peace of mind knowing data has remained unedited. If reports of any kind are needed in additional formats (xls, xlsx, pp, etc.) , we're happy to provide them upon request.

Monthly reports will also be provided:

- Close reports by the 5th business day of the month
- Collections reports by the 15th calendar day of the month

Standard close reports consist of:

- Balance Summary
- Executive Summary
- Monthly Charge Report
- Monthly Credit Report
- Monthly Credit Detail
- Aged Accounts Receivable
- Payor Activity Summary
- Invoice Summary



Fire Department
Executive Summary - 10/01/18 to 09/30/19

	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Totals
Gross Charges	\$146,941.80	\$132,471.46	\$146,119.60	\$121,234.15	\$109,682.29	\$144,053.66	\$29,550.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$830,053.55
Cash Collections	(\$44,305.47)	(\$43,057.41)	(\$36,691.92)	(\$51,248.61)	(\$26,546.19)	(\$26,501.64)	(\$9,199.01)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$236,621.45)
Gross Charge/Thp	\$1,412.90	\$1,409.27	\$1,340.56	\$1,535.30	\$1,167.42	\$1,796.75	\$1,796.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,623.03
Cash/Thp (CPT)	\$426.74	\$459.06	\$327.45	\$692.55	\$405.40	\$323.19	\$541.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$434.18
Collection Rate	30.20%	32.50%	24.43%	42.27%	24.20%	18.40%	31.13%	0.00%	0.00%	0.00%	0.00%	0.00%	26.51%
Payer Mix													
Medicare	60.6%	57.4%	53.2%	56.1%	55.4%	52.4%	35.3%	0.0%	0.0%	0.0%	0.0%	0.0%	55.5%
Medicaid	6.7%	7.4%	6.4%	10.8%	13.8%	12.2%	5.9%	0.0%	0.0%	0.0%	0.0%	0.0%	9.0%
Insurance	13.5%	13.5%	27.5%	23.0%	18.5%	19.5%	41.2%	0.0%	0.0%	0.0%	0.0%	0.0%	20.0%
Private Pay	19.2%	19.1%	11.0%	8.1%	12.3%	14.6%	17.8%	0.0%	0.0%	0.0%	0.0%	0.0%	14.5%
Level of Service													
ALS - Advanced Life Support A0427	0.00	1.06%	2.76%	40.54%	52.31%	60.98%	54.71%	0.00	0.00	0.00	0.00	0.00	23.67%
ALS Non Emergent A0426	9.62%	6.38%	5.50%	9.48%	3.08%	6.10%	0.00	0.00	0.00	0.00	0.00	0.00	6.61%
ALS-2 Emergency A0433	2.88%	4.25%	3.67%	2.70%	0.00	4.88%	0.00	0.00	0.00	0.00	0.00	0.00	3.12%
ALS - A0427	54.81%	45.74%	43.12%	20.27%	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.72%
ALS - A0427	2.88%	5.32%	4.59%	5.41%	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.12%
BLG - Basic Life Support A0429	25.00%	30.65%	33.03%	21.62%	41.54%	24.39%	35.29%	0.00	0.00	0.00	0.00	0.00	29.36%
BLG Non Emergent A0428	4.81%	5.32%	7.34%	0.00	1.54%	3.66%	0.00	0.00	0.00	0.00	0.00	0.00	4.04%
SCT A0434	0.00	1.06%	0.00	0.00	1.54%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.37%
Level of Service Volume													
ALS - Advanced Life Support A0427	0	1	3	30	34	50	11	0	0	0	0	0	129
ALS Non Emergent A0426	10	6	6	7	2	5	0	0	0	0	0	0	36
ALS-2 Emergency A0433	3	4	4	2	0	4	0	0	0	0	0	0	17
ALS - A0427	57	43	47	15	0	0	0	0	0	0	0	0	162
ALS - A0427	3	5	5	4	0	0	0	0	0	0	0	0	17
BLG - Basic Life Support A0429	26	29	36	16	27	20	6	0	0	0	0	0	160
BLG Non Emergent A0428	5	5	5	0	1	3	0	0	0	0	0	0	22
Ground Mileage A0425	1,309	1,217	1,404	1,083	959	1,197	159	0	0	0	0	0	7,266
SCT A0434	0	1	0	0	1	0	0	0	0	0	0	0	2
Total	104	94	109	74	65	82	17	0	0	0	0	0	545



Annual reports include Management Summaries that discuss the previous fiscal year and reports typically used for auditing purposes. Additional reports are provided throughout the year, and as needed at no additional charge. Customizable reports are available upon request and discussed more in-depth in the Analysis section of this proposal.



12 Month Look-Back

Kennedale Fire Department													
	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	Total/Avg.
Gross Charges	\$823,949.5	\$791,710.0	\$830,495.1	\$813,463.7	\$816,985.0	\$771,746.3	\$811,791.6	\$782,555.1	\$768,710.0	\$1,085,634.7	\$1,363,253.7	\$1,412,511.4	\$11,072,806.0
Cash Collections	\$370,920.8	\$303,431.9	\$335,878.2	\$355,033.3	\$342,249.5	\$337,730.6	\$334,521.6	\$302,737.6	\$280,292.9	\$348,670.6	\$318,876.1	\$311,926.2	\$3,942,269.2
Gross Charge/Txp	\$1,074.3	\$1,092.0	\$1,107.3	\$1,120.5	\$1,125.3	\$1,096.2	\$1,106.0	\$1,116.3	\$1,112.5	\$1,533.4	\$1,849.7	\$1,832.1	\$1,266.9
Cash/Txp (CPT)	\$483.6	\$418.5	\$447.8	\$489.0	\$471.4	\$479.7	\$455.8	\$431.9	\$405.6	\$492.5	\$432.7	\$404.6	\$451.1
Collection Rate	45.0%	38.3%	40.4%	43.6%	41.9%	43.8%	41.2%	38.7%	36.5%	32.1%	23.4%	22.1%	35.6%

Payer Mix													
	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	Avg.
Medicare	68.1%	65.4%	66.8%	63.6%	61.2%	59.5%	62.8%	59.9%	60.2%	56.5%	60.0%	65.5%	62.5%
Medicaid	7.3%	7.2%	6.8%	8.4%	6.1%	8.1%	6.8%	8.3%	6.8%	8.1%	7.6%	6.2%	7.3%
Insurance	13.3%	15.7%	14.9%	16.3%	18.6%	20.0%	16.5%	15.4%	16.4%	18.9%	17.5%	13.9%	16.4%
Private Pay	11.0%	11.6%	10.9%	10.8%	14.1%	11.8%	12.8%	15.7%	16.5%	16.2%	14.4%	13.6%	13.2%



08/01/16

Closing Balance Summary for Period

Page 1 of 1

Transaction Date	GreaterThanOrEqualTo	07/01/2016
Transaction Date	LessThanOrEqualTo	07/31/2016
Company Code	Equal	## Your Company

Your Company

AR Previous Balance:

\$3,157,688.27

0-<None>

Credits (\$20.00)

Total AR Change for 0-<None> (\$20.00)**Non-Resident**

Charges in Period \$97,685.00

Credits (\$86,671.38)

Charge Adjustments (\$50.00)

Total AR Change for Non-Resident \$10,963.62**Resident**

Charges in Period \$258,325.00

Credits (\$243,343.39)

Charge Adjustments \$1,465.00

Total AR Change for Resident \$16,446.61

Charges in Period \$356,010.00

Credits (\$330,034.77)

Charge Adjustments \$1,415.00

Accounts Receivable Change \$27,390.23**Total Balance Forward:****\$3,185,078.50**

Fire Department
Executive Summary - 10/01/18 to 09/30/19

	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Totals
Gross Charges	\$146,941.80	\$132,471.46	\$146,119.60	\$121,234.15	\$109,682.29	\$144,053.66	\$29,550.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$830,053.55
Cash Collections	(\$44,380.47)	(\$43,057.41)	(\$35,691.92)	(\$51,248.81)	(\$26,546.19)	(\$26,501.64)	(\$9,199.01)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$236,625.45)
Gross Charge/Txp	\$1,412.90	\$1,409.27	\$1,340.55	\$1,638.30	\$1,687.42	\$1,756.75	\$1,738.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,523.03
Cash/Txp (CPT)	\$426.74	\$458.06	\$327.45	\$692.55	\$408.40	\$323.19	\$541.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$434.18
Collection Rate	30.20%	32.50%	24.43%	42.27%	24.20%	18.40%	31.13%	0.00%	0.00%	0.00%	0.00%	0.00%	28.51%
Payer Mix													
Medicare	60.6%	57.4%	53.2%	58.1%	55.4%	52.4%	35.3%	0.0%	0.0%	0.0%	0.0%	0.0%	55.6%
Medicaid	6.7%	7.4%	6.4%	10.8%	13.8%	12.2%	5.9%	0.0%	0.0%	0.0%	0.0%	0.0%	9.0%
Insurance	13.5%	13.8%	27.5%	23.0%	18.5%	19.5%	41.2%	0.0%	0.0%	0.0%	0.0%	0.0%	20.0%
Private Pay	19.2%	19.1%	11.0%	8.1%	12.3%	14.6%	17.6%	0.0%	0.0%	0.0%	0.0%	0.0%	14.5%
Level of Service													
ALS - Advanced Life Support A0427	0.00	1.06%	2.75%	40.54%	52.31%	60.98%	64.71%	0.00	0.00	0.00	0.00	0.00	23.67%
ALS Non Emergent A0426	9.62%	6.38%	5.50%	9.46%	3.08%	6.10%	0.00	0.00	0.00	0.00	0.00	0.00	6.61%
ALS-2 Emergency A0433	2.88%	4.26%	3.67%	2.70%	0.00	4.88%	0.00	0.00	0.00	0.00	0.00	0.00	3.12%
ALSE - A0427	54.81%	45.74%	43.12%	20.27%	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.72%
ALSI - A0427	2.88%	5.32%	4.59%	5.41%	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.12%
BLS - Basic Life Support A0429	25.00%	30.85%	33.03%	21.62%	41.54%	24.39%	35.29%	0.00	0.00	0.00	0.00	0.00	29.36%
BLS Non Emergent A0428	4.81%	5.32%	7.34%	0.00	1.54%	3.66%	0.00	0.00	0.00	0.00	0.00	0.00	4.04%
SCT A0434	0.00	1.06%	0.00	0.00	1.54%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.37%
Level of Service Volume													
ALS - Advanced Life Support A0427	0	1	3	30	34	50	11	0	0	0	0	0	129
ALS Non Emergent A0426	10	6	6	7	2	5	0	0	0	0	0	0	36
ALS-2 Emergency A0433	3	4	4	2	0	4	0	0	0	0	0	0	17
ALSE - A0427	57	43	47	15	0	0	0	0	0	0	0	0	162
ALSI - A0427	3	5	5	4	0	0	0	0	0	0	0	0	17
BLS - Basic Life Support A0429	26	29	36	16	27	20	6	0	0	0	0	0	160
BLS Non Emergent A0428	5	5	8	0	1	3	0	0	0	0	0	0	22
Ground Mileage A0425	1,309	1,217	1,404	1,083	869	1,197	188	0	0	0	0	0	7,266
SCT A0434	0	1	0	0	1	0	0	0	0	0	0	0	2
Total	104	94	109	74	65	82	17	0	0	0	0	0	545



08/01/16

Charge Summary

Page 1 of 3

Transaction Date	GreaterThanOrEqualTo	07/01/2016
Transaction Date	LessThanOrEqualTo	07/31/2016
Company Code	Equal	## Your Company

Non-Resident

Base	Quantity	Amount
ALS - Advanced Life Support A0427	65	47,125.00
ALS-2 Emergency A0433	4	3,500.00
BLS - Basic Life Support A0429	31	22,475.00
Base	100	73,100.00

Mileage	Quantity	Amount
Ground Mileage A0425	559	8,389.50
Mileage	559	8,389.50

Oxygen	Quantity	Amount
Oxygen A0422	8	760.00
Oxygen	8	760.00

UnlistedSupplyService	Quantity	Amount
ALS Disposables A0398	54	10,800.00
BLS Disposables A0382	26	3,900.00
UnlistedSupplyService	80	14,700.00

MileageRounding	Quantity	Amount
Rounding -Mileage	46	685.50
MileageRounding	46	685.50

Total for Non-Resident	793	97,635.00
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08/01/16

Charge Summary

Page 2 of 3

Resident

Base	Quantity	Amount
ALS - Advanced Life Support A0427	209	135,850.00
ALS-2 Emergency A0433	11	8,800.00
BLS - Basic Life Support A0429	95	62,400.00

Base	315	207,050.00
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Mileage	Quantity	Amount
Ground Mileage A0425	1,593	23,901.00

Mileage	1,593	23,901.00
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Oxygen	Quantity	Amount
Oxygen A0422	17	1,615.00

Oxygen	17	1,615.00
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UnlistedSupplyService	Quantity	Amount
ALS Disposables A0398	103	20,600.00
BLS Disposables A0382	30	4,500.00

UnlistedSupplyService	133	25,100.00
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MileageRounding	Quantity	Amount
Rounding -Mileage	142	2,124.00

MileageRounding	142	2,124.00
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Total for Resident	2,200	259,790.00
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08/01/16

Charge Summary

Page 3 of 3

Base	415	280,150.00
Mileage	2,153	32,290.50
Oxygen	25	2,375.00
UnlistedSupplyService	213	39,800.00
MileageRounding	187	2,809.50

Total Overall Charges

2,993

357,425.00



08/01/16

Credit Summary with Matrix

Page 1 of 6

Transaction Date	GreaterThanOrEqualTo	07/01/2016
Transaction Date	LessThanOrEqualTo	07/31/2016
Company Code	Equal	## Your Company
System Transaction Type	NotEqual	Invoice

Your Company

0-<None>

Bill Patient	Quantity	Amount
Provider Rec Payment - Check	1	-20.00
Totals for Bill Patient	1	-20.00

Total AR Change for 0-<None>	1	-20.00
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08/01/16

Credit Summary with Matrix

Page 2 of 6

Non-Resident

Private Pay	Quantity	Amount
Emer Rec Payment - Credit Card	2	-715.00
Provider Rec Payment - Check	4	-1,045.00
Write Off Unable to Locate	1	-1,000.00
Write-off-Bad Debt	21	-21,350.00
Totals for Private Pay	28	-24,110.00

Medicare	Quantity	Amount
Emer Rec Payment - Credit Card	1	-205.97
Manual Contractual - Medicare	16	-5,505.49
Provider Rec Payment - Check	16	-4,573.14
Totals for Medicare	33	-10,284.60

Medicaid	Quantity	Amount
Emer Rec Payment - Credit Card	1	-296.79
Manual Contractual - Medicaid	11	-8,082.01
Provider Rec Payment - Check	13	-3,289.86
Totals for Medicaid	25	-11,668.66

Commercial Insurance	Quantity	Amount
Emer Rec Payment - Credit Card	2	-1,494.40
Provider Rec Payment - Check	44	-28,562.76
Write Off-Medicaid Secondary	1	-413.03
Totals for Commercial Insurance	47	-30,470.19

Bill Patient	Quantity	Amount
Emer Rec Payment - Credit Card	15	-1,815.41
Provider Rec Payment - Check	5	-425.00
Write-off-Bad Debt	16	-7,897.52



08/01/16

Credit Summary with Matrix

Page 3 of 6

Totals for Bill Patient

36

-10,137.93

Total AR Change for Non-Resident

169

-86,671.38



08/01/16

Credit Summary with Matrix

Page 4 of 6

Resident

Worker's Comp	Quantity	Amount
Manual Contractual - Contract	1	-380.90
Provider Rec Payment - Check	1	-559.10
Totals for Worker's Comp	2	-940.00

Private Pay	Quantity	Amount
Emer Rec Payment - Credit Card	17	-682.00
Manual Contractual - Contract	1	-875.00
Provider Rec Payment - Check	8	-1,255.00
Write-off-Bad Debt	25	-20,700.00
Totals for Private Pay	51	-23,512.00

Medicare	Quantity	Amount
Emer Rec Payment - Credit Card	4	-766.81
Manual Contractual - Contract	5	-1,248.65
Manual Contractual - Medicaid	1	-372.75
Manual Contractual - Medicare	168	-52,511.55
Provider Rec Payment - Check	173	-52,851.25
Write Off-Medicaid Secondary	3	-250.00
Totals for Medicare	354	-108,001.01

Medicaid	Quantity	Amount
Emer Rec Payment - Credit Card	2	-754.78
Manual Contractual - Contract	4	-2,413.70
Manual Contractual - Medicaid	28	-18,255.54
Provider Rec Payment - Check	53	-10,904.24
Write Off-Medicaid Secondary	3	-386.30
Totals for Medicaid	90	-32,714.56

Commercial Insurance	Quantity	Amount
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08/01/16

Credit Summary with Matrix

Page 5 of 6

Emer Rec Payment - Credit Card	7	-1,363.32
Manual Contractual - Contract	3	-850.91
Manual Contractual - Medicare	1	-278.38
Provider Rec Payment - Check	115	-48,979.27
Write Off-Medicaid Secondary	1	-100.00
Totals for Commercial Insurance	127	-51,571.88

Bill Patient	Quantity	Amount
Emer Rec Payment - Credit Card	57	-7,486.36
Provider Rec Payment - Check	49	-7,484.10
Write-off-Bad Debt	34	-11,633.48
Totals for Bill Patient	140	-26,603.94

Total AR Change for Resident	764	-243,343.39
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Payment	590	-175,529.56
WriteOff	344	-154,505.21

Total Credit Summary	934	-330,034.77
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08/01/16

Credit Summary with Matrix

Page 6 of 6

Your Company

Credit Description	Bill Patient	Commercial Insurance	Medicaid	Medicare	Private Pay	Worker's Comp	Total
Emer Rec Payment - Credit Card	(\$9,301.77)	(\$2,857.72)	(\$1,051.57)	(\$972.78)	(\$1,397.00)		(\$15,580.84)
Manual Contractual - Contract		(\$850.91)	(\$2,413.70)	(\$1,248.65)	(\$875.00)	(\$380.90)	(\$5,769.16)
Manual Contractual - Medicaid			(\$26,337.55)	(\$372.75)			(\$26,710.30)
Manual Contractual - Medicare		(\$278.38)		(\$58,017.04)			(\$58,295.42)
Provider Rec Payment - Check	(\$7,929.10)	(\$77,542.03)	(\$14,194.10)	(\$57,424.39)	(\$2,300.00)	(\$559.10)	(\$159,948.72)
Write Off Unable to Locate					(\$1,000.00)		(\$1,000.00)
Write Off-Medicaid Secondary		(\$513.03)	(\$386.30)	(\$250.00)			(\$1,149.33)
Write-off-Bad Debt	(\$19,531.00)				(\$42,050.00)		(\$61,581.00)
Total	(\$36,761.87)	(\$82,042.07)	(\$44,383.22)	(\$118,285.61)	(\$47,622.00)	(\$940.00)	(\$330,034.77)

Credit Type Totals	Bill Patient	Commercial Insurance	Medicaid	Medicare	Private Pay	Worker's Comp	Total
Manual Contractual		(\$1,129.29)	(\$28,751.25)	(\$59,638.44)	(\$875.00)	(\$380.90)	(\$90,774.88)
Payment	(\$17,230.87)	(\$80,399.75)	(\$15,245.67)	(\$58,397.17)	(\$3,697.00)	(\$559.10)	(\$175,529.56)
Write-Off	(\$19,531.00)	(\$513.03)	(\$386.30)	(\$250.00)	(\$43,050.00)		(\$63,730.33)
Total	(\$36,761.87)	(\$82,042.07)	(\$44,383.22)	(\$118,285.61)	(\$47,622.00)	(\$940.00)	(\$330,034.77)



08/01/16

Payor Aging Current Payor Totals

Page 1 of 3

Your Company

Cut Off Date	Less Than Or Equal	07/31/2016
Remaining	Not Equal	0
Amount Company	Equal	XX Your Company

Your Company

Payor Aging, Current Payor	07/31/16	Balance Due	Current	30 Days	60 Days	90 Days	120+ Days	150+ Days	180+ Days
AARP		\$2,830.00	\$1,985.00	\$0.00	\$845.00	\$0.00	\$0.00	\$0.00	\$0.00
ADVANTAGE BY SUPERIOR		\$1,445.57	\$739.33	\$614.64	\$0.00	\$91.60	\$0.00	\$0.00	\$0.00
AETNA KY ##		\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
AETNA-ELPASO COMMERCIAL		\$27,657.26	\$10,971.96	\$11,938.01	\$3,872.29	\$0.00	\$0.00	\$875.00	\$0.00
AETNA-ELPASO MEDICARE		\$78.29	\$0.00	\$78.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ALLIANCE		\$2,055.00	\$2,055.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allstate		\$90.89	\$90.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allstate Insurance		(\$627.52)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$627.52)
AMERICAN CONTINENTAL INSURANCE CO		\$995.00	\$0.00	\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
AMERIGROUP		\$293.63	\$196.24	\$0.00	\$97.39	\$0.00	\$0.00	\$0.00	\$0.00
AMERIGROUP MEDICARE		\$9,014.00	\$8,505.00	\$950.00	\$1,180.00	\$0.00	\$0.00	\$0.00	(\$1,621.00)
APWU BEECH ST		\$875.00	\$875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BABES CHICKEN		\$95.66	\$95.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bill Patient		\$910.00	\$910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BLUE CROSS OF TEXAS		\$921,840.03	\$5,360.87	\$36,208.99	\$40,867.18	\$42,634.99	\$42,387.23	\$34,978.36	\$719,402.41
BLUE CROSS OF TEXAS MEDICARE		\$57,649.08	\$22,191.50	\$24,573.12	\$11,822.51	\$200.00	\$0.00	\$0.00	(\$1,138.05)
BLUE CROSS TEXAS-2ND Policy		\$1,435.00	\$710.00	\$725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CARE N CARE INSURANCE		\$1,490.45	\$641.00	\$570.70	\$0.00	\$0.00	\$140.69	\$138.06	\$0.00
CARROLLTON SPRINGS REHAB		\$755.00	\$755.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ChampVA		\$1,589.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,589.20
CHRISTIAN FIDELITY		\$184.37	\$0.00	\$184.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CIGNA 182223		\$84.97	\$0.00	\$84.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cigna 188004		\$22,139.01	\$9,298.90	\$6,262.16	\$3,133.27	\$1,911.50	\$0.00	\$0.00	\$1,533.18
CIGNA GREAT WEST		\$970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$970.00
Cigna Healthspring MCR		\$2,910.00	\$1,940.00	\$0.00	\$970.00	\$0.00	\$0.00	\$0.00	\$0.00
COOK CHILDRENS HEALTH PLAN MCD		\$770.00	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$1,825.00	\$860.00	\$965.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



08/01/16

Payor Aging Current Payor Totals

Page 2 of 3

Your Company

Your Company

Payor Aging, Current Payor	07/31/16	Balance Due	Current	30 Days	60 Days	90 Days	120+ Days	150+ Days	180+ Days
CORVEL CORPORATION		\$1,060.00	\$1,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
COVENTRY OF KANSAS		\$940.00	\$0.00	\$0.00	\$0.00	\$0.00	\$940.00	\$0.00	\$0.00
CRIME VICTIMS/AUSTIN		\$1,775.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
DNBP		\$1,051.62	\$0.00	\$0.00	\$0.00	\$0.00	\$1,051.62	\$0.00	\$0.00
Edwards Claims Administration		\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$995.00
Fee Basis Dallas/Bonham		\$4,090.00	\$0.00	\$0.00	\$3,060.00	\$1,030.00	\$0.00	\$0.00	\$0.00
Gallagher & Bassett Services Texas		\$880.00	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GPA		\$1,036.00	\$0.00	\$1,036.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HealthPartners Claims		\$1,015.00	\$0.00	\$1,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HEALTHSPRING MEDICARE		\$725.00	\$725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HUMANA Medicare		\$6,670.00	\$6,670.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HUMANA/commercial		\$925.00	\$925.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INSURANCE ADMIN SOLUTIONS, LLC		\$68.88	\$68.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KAISER PERMANENTE		\$845.00	\$845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KELSEY-SEYBOLD		\$940.00	\$0.00	\$940.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KEMPER		\$935.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$935.00
MCMC		\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicaid		\$6,541.67	\$3,444.03	\$1,757.40	\$147.46	\$1,110.00	\$82.78	\$0.00	\$0.00
Medicare		\$59,206.16	\$55,406.16	\$1,462.50	\$1,537.50	\$800.00	\$0.00	\$0.00	\$0.00
MEDICARE/RAILROAD		\$695.00	\$0.00	\$0.00	\$0.00	\$695.00	\$0.00	\$0.00	\$0.00
MOLINA (AFFORD HCA COMMERCIAL)		\$12,087.14	\$5,152.14	\$0.00	\$0.00	\$0.00	\$0.00	\$1,150.00	\$5,785.00
Molina Healthcare Of Texas		\$155.00	\$985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$830.00)
Molina Medicare		\$1,540.00	\$1,540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MUTUAL OF OMAHA INS CO		\$343.46	\$266.47	\$0.00	\$76.99	\$0.00	\$0.00	\$0.00	\$0.00
North American Benefits		\$1,215.00	\$1,215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NORTH AMERICAN INSURANCE		\$82.80	\$0.00	\$0.00	\$0.00	\$0.00	\$82.80	\$0.00	\$0.00
PCIP		\$2,230.00	\$2,230.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Physicians Mutual		\$263.67	\$96.09	\$167.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PRIORITY HEALTH		\$1,075.00	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Private Pay		\$1,921,952.17	\$71,470.00	\$96,625.00	\$89,960.00	\$85,230.00	\$85,220.10	\$63,578.64	\$1,429,868.43



08/01/16

Payor Aging Current Payor Totals

Page 3 of 3

Your Company

XX Your Company

Payor Aging, Current Payor	07/31/16	Balance Due	Current	30 Days	60 Days	90 Days	120+ Days	150+ Days	180+ Days
PROVIDENCE INSURANCE		(\$673.89)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$673.89)
Scott & White Health Plan		\$2,234.60	\$1,845.00	\$0.00	\$389.60	\$0.00	\$0.00	\$0.00	\$0.00
Secure Horizons		\$28,072.79	\$25,085.00	\$1,750.00	\$737.79	\$0.00	\$250.00	\$0.00	\$250.00
Singer Retiree		\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Insurance Services		(\$225.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$225.00)
State Farm (75266)		\$140.82	\$0.00	\$0.00	\$0.00	\$140.82	\$0.00	\$0.00	\$0.00
STATE FARM HEALTH INS		\$301.10	\$301.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Superior Healthplan		\$1,990.00	\$1,990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TEXAS MUTUAL INSURANCE COMPANY		\$1,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,120.00
TML INTERGOVNMNTAL BENEFIT		\$210.00	\$0.00	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travelers-PC Claim W/C		\$910.00	\$910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tricare		\$4,095.00	\$3,200.00	\$895.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRICARE MCR 2ND ONLY		\$686.67	\$162.82	\$273.85	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
UMR		\$2,948.50	\$1,875.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1.50)
UMR (Fiserv Health)		\$95.54	\$0.00	\$0.00	\$95.54	\$0.00	\$0.00	\$0.00	\$0.00
UNIFIED LIFE INSURANCE		(\$218.20)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$218.20)	\$0.00
UNITED HLTH CARE		\$37,277.11	\$22,455.00	\$7,216.05	\$5,930.00	\$700.00	\$895.00	\$0.00	\$81.06
Web TPA		\$2,090.00	\$1,095.00	\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wellcare		\$695.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$695.00
WELLMED- MCR		\$8,675.00	\$6,885.00	\$1,080.00	\$0.00	\$710.00	\$0.00	\$0.00	\$0.00
WTC PROGRAM		\$970.00	\$0.00	\$0.00	\$0.00	\$970.00	\$0.00	\$0.00	\$0.00
ZURICH		\$1,090.00	\$0.00	\$1,090.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## Your Company	Totals	\$3,185,078.50	\$289,859.04	\$202,813.63	\$164,972.52	\$136,223.91	\$131,050.22	\$100,501.86	\$2,159,657.32
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Grand Totals	\$3,185,078.50	\$289,859.04	\$202,813.63	\$164,972.52	\$136,223.91	\$131,050.22	\$100,501.86	\$2,159,657.32
Percentage		9 %	6 %	5 %	4 %	4 %	3 %	68 %



08/01/16

Payor Aging Current Payor Totals

Page 1 of 3

Your Company

Cut Off Date	Less Than Or Equal	07/31/2016
Remaining	Not Equal	0
Amount Company	Equal	XX Your Company

Your Company

Payor Aging, Current Payor	07/31/16	Balance Due	Current	30 Days	60 Days	90 Days	120+ Days	150+ Days	180+ Days
AARP		\$2,830.00	\$1,985.00	\$0.00	\$845.00	\$0.00	\$0.00	\$0.00	\$0.00
ADVANTAGE BY SUPERIOR		\$1,445.57	\$739.33	\$614.64	\$0.00	\$91.60	\$0.00	\$0.00	\$0.00
AETNA KY ##		\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
AETNA-ELPASO COMMERCIAL		\$27,657.26	\$10,971.96	\$11,938.01	\$3,872.29	\$0.00	\$0.00	\$875.00	\$0.00
AETNA-ELPASO MEDICARE		\$78.29	\$0.00	\$78.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ALLIANCE		\$2,055.00	\$2,055.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allstate		\$90.89	\$90.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allstate Insurance		(\$627.52)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$627.52)
AMERICAN CONTINENTAL INSURANCE CO		\$995.00	\$0.00	\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
AMERIGROUP		\$293.63	\$196.24	\$0.00	\$97.39	\$0.00	\$0.00	\$0.00	\$0.00
AMERIGROUP MEDICARE		\$9,014.00	\$8,505.00	\$950.00	\$1,180.00	\$0.00	\$0.00	\$0.00	(\$1,621.00)
APWU BEECH ST		\$875.00	\$875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BABES CHICKEN		\$95.66	\$95.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bill Patient		\$910.00	\$910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BLUE CROSS OF TEXAS		\$921,840.03	\$5,360.87	\$36,208.99	\$40,867.18	\$42,634.99	\$42,387.23	\$34,978.36	\$719,402.41
BLUE CROSS OF TEXAS MEDICARE		\$57,649.08	\$22,191.50	\$24,573.12	\$11,822.51	\$200.00	\$0.00	\$0.00	(\$1,138.05)
BLUE CROSS TEXAS-2ND Policy		\$1,435.00	\$710.00	\$725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CARE N CARE INSURANCE		\$1,490.45	\$641.00	\$570.70	\$0.00	\$0.00	\$140.69	\$138.06	\$0.00
CARROLLTON SPRINGS REHAB		\$755.00	\$755.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ChampVA		\$1,589.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,589.20
CHRISTIAN FIDELITY		\$184.37	\$0.00	\$184.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CIGNA 182223		\$84.97	\$0.00	\$84.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cigna 188004		\$22,139.01	\$9,298.90	\$6,262.16	\$3,133.27	\$1,911.50	\$0.00	\$0.00	\$1,533.18
CIGNA GREAT WEST		\$970.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$970.00
Cigna Healthspring MCR		\$2,910.00	\$1,940.00	\$0.00	\$970.00	\$0.00	\$0.00	\$0.00	\$0.00
COOK CHILDRENS HEALTH PLAN MCD		\$770.00	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$1,825.00	\$860.00	\$965.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



08/01/16

Payor Aging Current Payor Totals

Page 2 of 3

Your Company

Your Company

Payor Aging, Current Payor	07/31/16	Balance Due	Current	30 Days	60 Days	90 Days	120+ Days	150+ Days	180+ Days
CORVEL CORPORATION		\$1,060.00	\$1,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
COVENTRY OF KANSAS		\$940.00	\$0.00	\$0.00	\$0.00	\$0.00	\$940.00	\$0.00	\$0.00
CRIME VICTIMS/AUSTIN		\$1,775.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
DNBP		\$1,051.62	\$0.00	\$0.00	\$0.00	\$0.00	\$1,051.62	\$0.00	\$0.00
Edwards Claims Administration		\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$995.00
Fee Basis Dallas/Bonham		\$4,090.00	\$0.00	\$0.00	\$3,060.00	\$1,030.00	\$0.00	\$0.00	\$0.00
Gallagher & Bassett Services Texas		\$880.00	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GPA		\$1,036.00	\$0.00	\$1,036.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HealthPartners Claims		\$1,015.00	\$0.00	\$1,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HEALTHSPRING MEDICARE		\$725.00	\$725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HUMANA Medicare		\$6,670.00	\$6,670.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HUMANA/commercial		\$925.00	\$925.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INSURANCE ADMIN SOLUTIONS, LLC		\$68.88	\$68.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KAISER PERMANENTE		\$845.00	\$845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KELSEY-SEYBOLD		\$940.00	\$0.00	\$940.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KEMPER		\$935.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$935.00
MCMC		\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Medicaid		\$6,541.67	\$3,444.03	\$1,757.40	\$147.46	\$1,110.00	\$82.78	\$0.00	\$0.00
Medicare		\$59,206.16	\$55,406.16	\$1,462.50	\$1,537.50	\$800.00	\$0.00	\$0.00	\$0.00
MEDICARE/RAILROAD		\$695.00	\$0.00	\$0.00	\$0.00	\$695.00	\$0.00	\$0.00	\$0.00
MOLINA (AFFORD HCA COMMERCIAL)		\$12,087.14	\$5,152.14	\$0.00	\$0.00	\$0.00	\$0.00	\$1,150.00	\$5,785.00
Molina Healthcare Of Texas		\$155.00	\$985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$830.00)
Molina Medicare		\$1,540.00	\$1,540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MUTUAL OF OMAHA INS CO		\$343.46	\$266.47	\$0.00	\$76.99	\$0.00	\$0.00	\$0.00	\$0.00
North American Benefits		\$1,215.00	\$1,215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NORTH AMERICAN INSURANCE		\$82.80	\$0.00	\$0.00	\$0.00	\$0.00	\$82.80	\$0.00	\$0.00
PCIP		\$2,230.00	\$2,230.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Physicians Mutual		\$263.67	\$96.09	\$167.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
PRIORITY HEALTH		\$1,075.00	\$0.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Private Pay		\$1,921,952.17	\$71,470.00	\$96,625.00	\$89,960.00	\$85,230.00	\$85,220.10	\$63,578.64	\$1,429,868.43



08/01/16

Payor Aging Current Payor Totals

Page 3 of 3

Your Company

XX Your Company

Payor Aging, Current Payor	07/31/16	Balance Due	Current	30 Days	60 Days	90 Days	120+ Days	150+ Days	180+ Days
PROVIDENCE INSURANCE		(\$673.89)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$673.89)
Scott & White Health Plan		\$2,234.60	\$1,845.00	\$0.00	\$389.60	\$0.00	\$0.00	\$0.00	\$0.00
Secure Horizons		\$28,072.79	\$25,085.00	\$1,750.00	\$737.79	\$0.00	\$250.00	\$0.00	\$250.00
Singer Retiree		\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Insurance Services		(\$225.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$225.00)
State Farm (75266)		\$140.82	\$0.00	\$0.00	\$0.00	\$140.82	\$0.00	\$0.00	\$0.00
STATE FARM HEALTH INS		\$301.10	\$301.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Superior Healthplan		\$1,990.00	\$1,990.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TEXAS MUTUAL INSURANCE COMPANY		\$1,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,120.00
TML INTERGOVNMNTAL BENEFIT		\$210.00	\$0.00	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travelers-PC Claim W/C		\$910.00	\$910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tricare		\$4,095.00	\$3,200.00	\$895.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRICARE MCR 2ND ONLY		\$686.67	\$162.82	\$273.85	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
UMR		\$2,948.50	\$1,875.00	\$1,075.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1.50)
UMR (Fiserv Health)		\$95.54	\$0.00	\$0.00	\$95.54	\$0.00	\$0.00	\$0.00	\$0.00
UNIFIED LIFE INSURANCE		(\$218.20)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$218.20)	\$0.00
UNITED HLTH CARE		\$37,277.11	\$22,455.00	\$7,216.05	\$5,930.00	\$700.00	\$895.00	\$0.00	\$81.06
Web TPA		\$2,090.00	\$1,095.00	\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wellcare		\$695.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$695.00
WELLMED- MCR		\$8,675.00	\$6,885.00	\$1,080.00	\$0.00	\$710.00	\$0.00	\$0.00	\$0.00
WTC PROGRAM		\$970.00	\$0.00	\$0.00	\$0.00	\$970.00	\$0.00	\$0.00	\$0.00
ZURICH		\$1,090.00	\$0.00	\$1,090.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## Your Company	Totals	\$3,185,078.50	\$289,859.04	\$202,813.63	\$164,972.52	\$136,223.91	\$131,050.22	\$100,501.86	\$2,159,657.32
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Grand Totals	\$3,185,078.50	\$289,859.04	\$202,813.63	\$164,972.52	\$136,223.91	\$131,050.22	\$100,501.86	\$2,159,657.32
Percentage		9 %	6 %	5 %	4 %	4 %	3 %	68 %



08/01/16

Payor Summary

Page 1 of 7

Transaction Date	Greater Than Or Equal	07/01/2016
Transaction Date	Less Than Or Equal	07/31/2016
Company Code	Equal	## Your Company

Your Company

0-<None>

Bill Patient

	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Bill Patient	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$20.00)	(\$20.00)
Totals for Bill Patient	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$20.00)	(\$20.00)
Total AR Change for 0-<None>	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$20.00)	(\$20.00)



08/01/16

Payor Summary

Page 2 of 7

Non-Resident									
Worker's Comp									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
A H BECK FOUNDATION COMPANY	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,990.00)	(\$1,990.00)
CORVEL CORPORATION	1	\$1,060.00	\$0.00	\$1,060.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,060.00
MARKEL	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$25.00)	(\$25.00)
MCMC	1	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
North American Benefits	1	\$1,215.00	\$0.00	\$1,215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,215.00
Totals for Worker's Comp	3	\$3,275.00	\$0.00	\$3,275.00	\$0.00	\$0.00	\$0.00	(\$2,015.00)	\$1,260.00
Private Pay									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
JIM ADLER & ASSOCIATES	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$935.00)	(\$935.00)
Private Pay	35	\$35,385.00	\$0.00	\$35,385.00	(\$22,350.00)	\$0.00	\$0.00	(\$825.00)	\$12,210.00
Totals for Private Pay	35	\$35,385.00	\$0.00	\$35,385.00	(\$22,350.00)	\$0.00	\$0.00	(\$1,760.00)	\$11,275.00
Medicare									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
BLUE CROSS OF TEXAS MEDICARE	0	\$0.00	\$0.00	\$0.00	(\$656.19)	\$0.00	\$0.00	\$0.00	(\$656.19)
Cigna Healthspring MCR	1	\$770.00	\$0.00	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$770.00
HEALTHSPRING MEDICARE	0	\$0.00	\$85.82	\$85.82	\$0.00	\$0.00	\$0.00	(\$85.82)	\$0.00
HUMANA Medicare	3	\$2,370.00	(\$359.34)	\$2,010.66	\$0.00	\$0.00	\$0.00	(\$410.66)	\$1,600.00
Medicare	11	\$7,875.00	(\$4,212.76)	\$3,662.24	(\$86.10)	\$0.00	\$0.00	(\$4,121.70)	(\$545.56)
Secure Horizons	1	\$1,010.00	(\$1,019.21)	(\$9.21)	\$0.00	\$0.00	\$0.00	(\$615.79)	(\$625.00)
Texas Healthspring Medicare	0	\$0.00	\$0.00	\$0.00	(\$50.00)	\$0.00	\$0.00	\$0.00	(\$50.00)
WELLMED- MCR	2	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,600.00
Totals for Medicare	18	\$13,625.00	(\$5,505.49)	\$8,119.51	(\$792.29)	\$0.00	\$0.00	(\$5,233.97)	\$2,093.25
Medicaid									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
AETNA BETTER HEALTH	0	\$0.00	(\$698.21)	(\$698.21)	\$0.00	\$0.00	\$0.00	(\$296.79)	(\$995.00)
AMERIGROUP	6	\$6,910.00	(\$3,237.84)	\$3,672.16	\$0.00	\$0.00	\$0.00	(\$1,207.16)	\$2,465.00



08/01/16

Payor Summary

Page 3 of 7

Medicaid	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Medicaid	1	\$995.00	\$0.00	\$995.00	\$0.00	\$0.00	\$0.00	\$0.00	\$995.00
Molina Healthcare Of Texas	0	\$0.00	(\$2,118.77)	(\$2,118.77)	\$0.00	\$0.00	\$0.00	(\$951.23)	(\$3,070.00)
PARKLAND COMMUNITY HEALTH	1	\$970.00	(\$1,370.14)	(\$400.14)	\$0.00	\$0.00	\$0.00	(\$579.86)	(\$980.00)
Superior Healthplan	0	\$0.00	(\$657.05)	(\$657.05)	\$0.00	\$0.00	\$0.00	(\$277.95)	(\$935.00)
Totals for Medicaid	8	\$8,875.00	(\$8,082.01)	\$792.99	\$0.00	\$0.00	\$0.00	(\$3,312.99)	(\$2,520.00)
Commercial Insurance	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
AETNA KY ##	3	\$2,935.00	\$0.00	\$2,935.00	(\$619.39)	\$0.00	\$0.00	(\$476.22)	\$1,839.39
Allstate Insurance	1	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
BLUE CROSS OF TEXAS	7	\$7,250.00	\$0.00	\$7,250.00	(\$3,586.43)	\$0.00	\$0.00	(\$9,040.37)	(\$5,376.80)
CARROLLTON SPRINGS REHAB	0	\$0.00	\$0.00	\$0.00	(\$2.59)	\$0.00	\$0.00	\$0.00	(\$2.59)
CIGNA 182223	5	\$5,305.00	\$0.00	\$5,305.00	\$0.00	\$0.00	\$0.00	(\$1,617.08)	\$3,687.92
CIGNA GREAT WEST	2	\$1,940.00	\$0.00	\$1,940.00	\$0.00	\$0.00	\$0.00	(\$904.42)	\$1,035.58
COVENTRY OF KANSAS	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$40.00)	(\$40.00)
CRIME VICTIMS/AUSTIN	1	\$1,125.00	\$0.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,125.00
FARMERS INS	1	\$1,025.00	\$0.00	\$1,025.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,025.00
GPA	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$764.00)	(\$764.00)
HUMANA/commercial	0	\$0.00	\$0.00	\$0.00	(\$1,000.00)	\$0.00	\$0.00	(\$982.00)	(\$1,982.00)
MOLINA (AFFORD HCA COMMERCIAL)	2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$417.37)	(\$417.37)
PCIIP	2	\$2,230.00	\$0.00	\$2,230.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,230.00
PROGRESSIVE	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,105.00)	(\$1,105.00)
Scott & White Health Plan	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,456.38)	(\$2,456.38)
Tricare	3	\$2,490.00	\$0.00	\$2,490.00	(\$525.73)	\$0.00	\$0.00	\$0.00	\$1,964.27
UMR	1	\$935.00	\$0.00	\$935.00	\$0.00	\$0.00	\$0.00	(\$1,885.00)	(\$950.00)
UNITED HLTH CARE	8	\$8,010.00	\$0.00	\$8,010.00	(\$1,784.12)	\$0.00	\$0.00	(\$10,413.53)	(\$4,187.65)
Web TPA	1	\$1,095.00	\$0.00	\$1,095.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,095.00



08/01/16

Payor Summary

Page 4 of 7

Commercial Insurance		Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Totals for	Commercial Insurance	37	\$34,490.00	\$0.00	\$34,490.00	(\$7,518.26)	\$0.00	\$0.00	(\$30,101.37)	(\$3,129.63)
		Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Totals for		2	\$1,985.00	\$0.00	\$1,985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,985.00
		2	\$1,985.00	\$0.00	\$1,985.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,985.00
	Total AR Change for Non-Resident	103	\$97,635.00	(\$13,587.50)	\$84,047.50	(\$30,660.55)	\$0.00	\$0.00	(\$42,423.33)	\$10,963.62



08/01/16

Payor Summary

Page 5 of 7

Resident									
Worker's Comp									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
BABES CHICKEN	1	\$910.00	\$0.00	\$910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$910.00
TML/WORKERS COMP	0	\$0.00	(\$380.90)	(\$380.90)	\$0.00	\$0.00	\$0.00	(\$559.10)	(\$940.00)
Travelers-PC Claim W/C	1	\$910.00	\$0.00	\$910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$910.00
Totals for Worker's Comp	2	\$1,820.00	(\$380.90)	\$1,439.10	\$0.00	\$0.00	\$0.00	(\$559.10)	\$880.00
Private Pay									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Private Pay	40	\$37,910.00	(\$875.00)	\$37,035.00	(\$20,700.00)	\$0.00	\$0.00	(\$1,012.00)	\$15,323.00
Totals for Private Pay	40	\$37,910.00	(\$875.00)	\$37,035.00	(\$20,700.00)	\$0.00	\$0.00	(\$1,012.00)	\$15,323.00
Medicare									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
ADVANTAGE BY SUPERIOR	1	\$785.00	(\$331.00)	\$454.00	(\$86.30)	\$0.00	\$0.00	(\$367.70)	\$0.00
AETNA-ELPASO MEDICARE	7	\$4,910.00	(\$1,935.35)	\$2,974.65	(\$324.21)	\$0.00	\$0.00	(\$2,312.34)	\$338.10
AMERIGROUP MEDICARE	1	\$875.00	\$0.00	\$875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$875.00
BLUE CROSS OF TEXAS MEDICARE	1	\$710.00	\$0.02	\$710.02	\$0.00	\$0.00	\$0.00	(\$0.02)	\$710.00
CARE N CARE INSURANCE	1	\$755.00	(\$291.48)	\$463.52	\$0.00	\$0.00	\$0.00	(\$378.52)	\$85.00
HEALTHSPRING MEDICARE	2	\$1,420.00	(\$1,129.38)	\$290.62	(\$135.55)	\$0.00	\$0.00	(\$1,660.62)	(\$1,505.55)
HUMANA Medicare	9	\$6,720.00	(\$2,188.41)	\$4,531.59	\$50.00	\$0.00	\$0.00	(\$3,306.59)	\$1,275.00
KAISER PERMANENTE	1	\$845.00	\$0.00	\$845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$845.00
Medicare	116	\$84,115.00	(\$36,762.80)	\$47,352.20	(\$556.21)	\$0.00	\$0.00	(\$47,610.44)	(\$814.45)
MEDICARE/RAILROAD	0	\$0.00	(\$337.37)	(\$337.37)	\$0.00	\$0.00	\$0.00	(\$416.40)	(\$753.77)
Molina Medicare	3	\$2,310.00	(\$291.54)	\$2,018.46	\$0.00	\$0.00	\$0.00	(\$478.46)	\$1,540.00
SCOTT AND WHITE MEDICARE	0	\$0.00	(\$289.35)	(\$289.35)	\$0.00	\$0.00	\$0.00	(\$320.65)	(\$610.00)
Secure Horizons	35	\$25,675.00	(\$9,043.86)	\$16,631.14	(\$675.00)	\$0.00	\$0.00	(\$9,126.62)	\$6,829.52
Wellcare	0	\$0.00	(\$270.51)	(\$270.51)	\$0.00	\$0.00	\$0.00	(\$409.49)	(\$680.00)
WELLMED- MCR	7	\$5,285.00	(\$584.11)	\$4,700.89	\$0.00	\$0.00	\$0.00	(\$335.89)	\$4,365.00
Totals for Medicare	184	\$134,405.00	(\$53,455.14)	\$80,949.86	(\$1,727.27)	\$0.00	\$0.00	(\$66,723.74)	\$12,498.85



08/01/16

Payor Summary

Page 6 of 7

Medicaid									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
AETNA BETTER HEALTH	1	\$1,045.00	(\$599.09)	\$445.91	\$0.00	\$0.00	\$0.00	(\$445.91)	\$0.00
AETNA MEDICAID	1	\$865.00	(\$556.13)	\$308.87	\$0.00	\$0.00	\$0.00	(\$308.87)	\$0.00
AMERIGROUP	5	\$5,920.00	(\$7,434.94)	(\$1,514.94)	\$0.00	\$0.00	\$0.00	(\$3,415.06)	(\$4,930.00)
CIGNA HEALTHSPRING STAR PLUS MCD	0	\$0.00	(\$631.66)	(\$631.66)	\$0.00	\$0.00	\$0.00	(\$278.34)	(\$910.00)
COOK CHILDRENS HEALTH PLAN MCD	1	\$860.00	\$0.00	\$860.00	\$0.00	\$0.00	\$0.00	\$0.00	\$860.00
Medicaid	4	\$3,695.00	(\$4,720.98)	(\$1,025.98)	\$0.00	\$0.00	\$0.00	(\$2,359.02)	(\$3,385.00)
Medicaid Late Add	0	\$0.00	(\$688.09)	(\$688.09)	\$0.00	\$0.00	\$0.00	(\$346.91)	(\$1,035.00)
Molina Healthcare Of Texas	0	\$985.00	(\$2,749.32)	(\$1,764.32)	\$0.00	\$0.00	\$0.00	(\$931.68)	(\$2,696.00)
PARKLAND COMMUNITY HEALTH	2	\$1,870.00	(\$1,998.34)	(\$128.34)	\$0.00	\$0.00	\$0.00	(\$881.66)	(\$1,010.00)
Superior Healthplan	4	\$3,040.00	(\$1,290.69)	\$1,749.31	\$0.00	\$0.00	\$0.00	(\$634.31)	\$1,115.00
Totals for Medicaid	18	\$18,280.00	(\$20,669.24)	(\$2,389.24)	\$0.00	\$0.00	\$0.00	(\$9,601.76)	(\$11,991.00)
Commercial Insurance									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
AETNA KY ##	9	\$9,690.00	\$0.00	\$9,690.00	(\$1,460.65)	\$0.00	\$0.00	(\$4,186.27)	\$4,043.08
BLUE CROSS OF TEXAS	24	\$22,600.00	(\$1,058.69)	\$21,541.31	(\$4,154.62)	\$0.00	\$0.00	(\$18,114.17)	(\$727.48)
CIGNA 182223	6	\$5,310.00	\$3.15	\$5,313.15	(\$3,108.29)	\$0.00	\$0.00	(\$5,998.33)	(\$3,793.47)
CIGNA GREAT WEST	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$958.79)	(\$958.79)
Consumers County Mutual	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$890.00)	(\$890.00)
Gallagher & Bassett Services Texas	1	\$880.00	\$0.00	\$880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$880.00
GPA	0	\$0.00	\$0.00	\$0.00	(\$1,060.00)	\$0.00	\$0.00	\$0.00	(\$1,060.00)
HUMANA/commercial	1	\$925.00	\$0.00	\$925.00	\$0.00	\$0.00	\$0.00	(\$1,000.00)	(\$75.00)
IMG	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$85.00)	(\$85.00)
MOLINA (AFFORD HCA COMMERCIAL)	9	\$5,950.00	\$0.00	\$5,950.00	\$0.00	\$0.00	\$0.00	(\$797.86)	\$5,152.14
PCIP	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$72.75)	(\$72.75)
PHCS	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$10.00)	(\$10.00)
Scott & White Health Plan	2	\$1,845.00	\$0.00	\$1,845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,845.00



08/01/16

Payor Summary

Page 7 of 7

Commercial Insurance		Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
TML INTERGOVERNMENTAL BENEFIT		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$940.00)	(\$940.00)
Tricare		1	\$710.00	(\$277.20)	\$432.80	\$0.00	\$0.00	\$0.00	(\$452.80)	(\$20.00)
UMR		1	\$940.00	\$0.00	\$940.00	\$0.00	\$0.00	\$0.00	(\$471.60)	\$468.40
UNITED HLTH CARE		20	\$19,175.00	(\$474.36)	\$18,700.64	(\$608.95)	\$0.00	\$0.00	(\$20,227.06)	(\$2,135.37)
VALUE OPTIONS NORTHSTAR		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$50.00)	(\$50.00)
WELLMED		0	\$0.00	\$0.00	\$0.00	(\$250.00)	\$0.00	\$0.00	(\$10.00)	(\$260.00)
ZBLUE CROSS BLUE SHIELD OBAMA CAF		0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$925.00)	(\$925.00)
Totals for Commercial Insurance		74	\$68,025.00	(\$1,807.10)	\$66,217.90	(\$10,642.51)	\$0.00	\$0.00	(\$55,189.63)	\$385.76
		Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Totals for		-1	(\$650.00)	\$0.00	(\$650.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$650.00)
Total AR Change for Resident		317	\$259,790.00	(\$77,187.38)	\$182,602.62	(\$33,069.78)	\$0.00	\$0.00	(\$133,086.23)	\$16,446.61

Total AR Change for ## Your Company 420 \$357,425.00 (\$90,774.88) \$266,650.12 (\$63,730.33) \$0.00 (\$175,529.56) \$27,390.23



08/01/16

Payor Summary Adj.

Page 1 of 3

Transaction Date	Greater Than Or Equal	07/01/2016
Transaction Date	Less Than Or Equal	07/31/2016
Company Code	Equal	## Your Company
Transaction Type Group Code	Equal	3INVR

Your Company

Non-Resident

Medicare	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Medicare	0	(\$200.00)	\$0.00	(\$200.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$200.00)
Totals for Medicare	0	(\$200.00)	\$0.00	(\$200.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$200.00)

Medicaid

Medicaid	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
AMERIGROUP	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals for Medicaid	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Commercial Insurance

Commercial Insurance	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Allstate Insurance	0	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00
MOLINA (AFFORD HCA COMMERCIAL)	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals for Commercial Insurance	0	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00

Total AR Change for Non-Resident	0	(\$50.00)	\$0.00	(\$50.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$50.00)
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08/01/16

Payor Summary Adj.

Page 2 of 3

Resident									
Private Pay									
	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Private Pay	0	\$650.00	\$0.00	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
Totals for Private Pay	0	\$650.00	\$0.00	\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
Medicare									
Medicare	0	\$1,465.00	\$0.00	\$1,465.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,465.00
Totals for Medicare	0	\$1,465.00	\$0.00	\$1,465.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,465.00
Medicaid									
AMERIGROUP	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Molina Healthcare Of Texas	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Superior Healthplan	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals for Medicaid	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Insurance									
AETNA KY #	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MOLINA (AFFORD HCA COMMERCIAL)	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals for Commercial Insurance	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	0	(\$650.00)	\$0.00	(\$650.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$650.00)



08/01/16

Payor Summary Adj.

Page 3 of 3

	Trips	Charges	Cont Allow	Net Chg	Write Off	Rev Adj	Refunds	Payment	Balance
Totals for	0	(\$650.00)	\$0.00	(\$650.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$650.00)
Total AR Change for Resident	0	\$1,465.00	\$0.00	\$1,465.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,465.00
Total AR Change for ## Your Company	0	\$1,415.00	\$0.00	\$1,415.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,415.00



Management Summary



12 Month Look-Back

Kennedale Fire Department

	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	Total/Avg.
Gross Charges	\$823,949.5	\$791,710.0	\$830,495.1	\$813,463.7	\$816,985.0	\$771,746.3	\$811,791.6	\$782,555.1	\$768,710.0	\$1,085,634.7	\$1,363,253.7	\$1,412,511.4	\$11,072,806.0
Cash Collections	\$370,920.8	\$303,431.9	\$335,878.2	\$355,033.3	\$342,249.5	\$337,730.6	\$334,521.6	\$302,737.6	\$280,292.9	\$348,670.6	\$318,876.1	\$311,926.2	\$3,942,269.2
Gross Charge/Txp	\$1,074.3	\$1,092.0	\$1,107.3	\$1,120.5	\$1,125.3	\$1,096.2	\$1,106.0	\$1,116.3	\$1,112.5	\$1,533.4	\$1,849.7	\$1,832.1	\$1,266.9
Cash/Txp (CPT)	\$483.6	\$418.5	\$447.8	\$489.0	\$471.4	\$479.7	\$455.8	\$431.9	\$405.6	\$492.5	\$432.7	\$404.6	\$451.1
Collection Rate	45.0%	38.3%	40.4%	43.6%	41.9%	43.8%	41.2%	38.7%	36.5%	32.1%	23.4%	22.1%	35.6%

Payer Mix

	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	Avg.
Medicare	68.1%	65.4%	66.8%	63.6%	61.2%	59.5%	62.8%	59.9%	60.2%	56.5%	60.0%	65.5%	62.5%
Medicaid	7.3%	7.2%	6.8%	8.4%	6.1%	8.1%	6.8%	8.3%	6.8%	8.1%	7.6%	6.2%	7.3%
Insurance	13.3%	15.7%	14.9%	16.3%	18.6%	20.0%	16.5%	15.4%	16.4%	18.9%	17.5%	13.9%	16.4%
Private Pay	11.0%	11.6%	10.9%	10.8%	14.1%	11.8%	12.8%	15.7%	16.5%	16.2%	14.4%	13.6%	13.2%

Level of Service Summary

Level of Service

	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	Avg.
SCT	0.4%	0.7%	0.3%	0.3%	0.1%	0.1%	0.3%	0.3%	0.1%	0.4%	0.0%	0.0%	0.3%
ALS2	1.3%	4.0%	4.7%	5.5%	4.5%	4.4%	4.6%	4.4%	7.4%	6.2%	6.2%	5.7%	4.9%
ALS-Emergent	44.9%	43.9%	45.9%	47.9%	46.1%	46.9%	46.0%	47.1%	39.9%	43.9%	44.2%	42.8%	45.0%
ALS-Non	0.0%	0.6%	1.3%	2.1%	1.1%	1.6%	2.9%	1.3%	2.7%	1.1%	0.7%	1.0%	1.4%
BLS-Emergent	52.9%	48.7%	43.1%	40.8%	44.9%	43.9%	42.2%	43.2%	45.9%	46.0%	45.0%	46.7%	45.3%
BLS-Non	0.4%	2.2%	4.8%	3.4%	3.2%	3.1%	4.0%	3.7%	3.9%	2.3%	3.8%	3.8%	3.2%

Level of Service Volume

	18-Jan	18-Feb	18-Mar	18-Apr	18-May	18-Jun	18-Jul	18-Aug	18-Sep	18-Oct	18-Nov	18-Dec	Total
SCT	3	5	2	2	1	1	2	2	1	3	-	-	22
ALS2	10	29	35	40	33	31	34	31	51	44	46	44	428
ALS-Emergent	344	318	344	348	335	330	338	330	276	311	326	330	3,930
ALS-Non	-	4	10	15	8	11	21	9	19	8	5	8	118
BLS-Emergent	406	353	323	296	326	309	310	303	317	326	332	360	3,961
BLS-Non	3	16	36	25	23	22	29	26	27	16	28	29	280
Facility	1	-	-	-	-	-	-	-	-	-	-	-	1
Total	767	725	750	726	726	704	734	701	691	708	737	771	8,740
Transport Mileage	9,326	9,043	10,105	9,397	10,255	8,198	9,756	9,620	9,285	9,536	10,824	11,042	116,387

Year-Over-Year Comparison

Parker County Hospital District	01/01/17 to 12/31/17	01/01/18 to 12/31/18	Variance
	12 Months	12 Months	
Gross Charges	\$9,059,794.76	\$11,072,806.03	\$2,013,011.27
Cash Collections	\$3,737,468.39	\$3,942,269.15	\$204,800.76
Gross Charge/Txp	\$1,099.36	\$1,266.91	\$167.55
Cash/Txp (CPT)	\$453.52	\$451.06	-\$2.46
Collection Rate	41.25%	35.60%	-5.65%
Total Volume	8241	8740	499
	Payer Mix		
Medicare	58.88%	62.54%	3.66%
Medicaid	8.59%	7.29%	-1.30%
Insurance	18.69%	16.41%	-2.28%
Private Pay	13.24%	13.24%	0.00%
	Level of Service		
SCT	0.13%	0.25%	0.12%
ALS2	4.45%	4.90%	0.44%
ALS-Emergent	45.37%	44.97%	-0.41%
ALS-Non	0.23%	1.35%	1.12%
BLS-Emergent	48.66%	45.32%	-3.34%
BLS-Non	1.15%	3.20%	2.05%

Gross charges and cash collections have increased with volume

Volume has increased

There has been a negative shift in your payer mix

There is less commercial insurance with an increase in Medicare. Medicare pays significantly less than commercial insurance.

There has been an increase in non-emergent BLS runs

Analysis and Recommendations

As we continue into this fiscal year, we want to update you on your long-term collections activity. Your gross charges and cash collections have increased with volume. Your cash per transport has had slightly negative fluctuations. Your agency's cash per transport is relatively steady considering the negative operational ratios. The recent fee schedule increase has helped buffer the effects of the negative level of service and payer mix shifts. As can be seen in the comparison on the previous page, your agency has experienced a spike in Medicare. This type of Medicare spike is still occurring within many agencies across the state. There has also been a decrease in your commercial insurance population. Non-emergent Transport have also increased. Level of service and payer mix shifts can affect your cash per transport. We have no recommendations at this time. However, we will continue to monitor these variables.

Documentation

We would like to take this opportunity to provide some general documentation guidance. There are certain elements of documentation that are crucial to the billing and reimbursement process. In addition to providing an accurate and complete narrative of the patient's condition as well as the treatment that was provided, it can be very impactful to ensure that **patient signatures, social security numbers, and hospital face sheets** are included in documentation. The agencies that consistently provide these elements experience faster reimbursement and a higher average cash per transport.

Patient Signatures -The most common documentation issue that can stop or delay Medicare payment is a missing patient signature. We cannot bill Medicare without a signature. The patient's signature serves several important functions. When the patient is unable to sign, a valid reason should be listed and the appropriate representative should sign for the patient.

Social Security Numbers -Collecting social security numbers will maximize primary and secondary insurance discovery. A social security number is also useful in the event that a skip trace is needed to acquire a patient's whereabouts. Obtaining social security numbers from all conscious and capable patients is ideal.

Hospital Face Sheets -Acquiring hospital face sheets can decrease our time to bill, increase our accuracy on payer information, and reduce the overall time for reimbursement. Ensuring that personnel acquire hospital face sheets will positively impact your revenue.

Refusals/TNT's/Non-Chargeable Activity

Your agency conducted **8910 transports** in the last 12 months that resulted in charges.

During the last 12 months there were **176 treatment-no-transport (TNT)** charges.

Your agency also had **2816 non-chargeable incidents** that, due to lack of transport and/or treatment, did not warrant charges.

Refusals and non-chargeable activity account for **25.52%** of your organization's EMS activity during the last 12 months.

To put this into perspective, the current average non-chargeable activity rate across all Emergicon clients is **32.08%**.

Your organization has an excellent transport to non-transport ratio.

Thank You!

It is Emergicon's goal to provide service above and beyond what is expected. The Analytics Team here at Emergicon will continue to monitor your organization's financial performance and make recommendations accordingly. Your next management summary is scheduled for the week of April 30, 2019. If you ever have any questions or need anything at all, please let us know. Thank you very much.

Tab D – Rates and Expenses



Rates and Expenses

EMERGICON believes that with our experience, knowledge, and proven process for billing claims, we can increase Walker County's revenue by an additional **\$86,000.00** annually using the current fee schedule. If Walker County will use the EMERGICON recommended fee schedule, EMERGICON can increase revenue by an additional **\$514,000.00** annually.

Current fee schedule:

	Year 1	Year 2	Year 3
Gross Charges	\$ 4,504,056	\$ 4,639,178	\$ 4,778,353
Cash Collections	\$ 2,421,143	\$ 2,493,777	\$ 2,568,590
Gross per transport	\$ 816.10	\$ 840.58	\$ 865.80
Cash per transport	\$ 438.69	\$ 451.85	\$ 465.41
Annual Transports	5,519	5,685	5,855

Recommended fee schedule:

Resident	Code	Base	Mileage	Disposables	Oxygen
SCT	A0434	\$ 1,850.00	\$ 18.00	\$ 450.00	\$ 110.00
ALS2	A0433	\$ 1,500.00	\$ 18.00	\$ 450.00	\$ 110.00
ALS - Emergency	A0427	\$ 1,200.00	\$ 18.00	\$ 450.00	\$ 110.00
ALS - Non-emergency	A0426	\$ 1,200.00	\$ 18.00	\$ 450.00	\$ 110.00
BLS - Emergency	A0429	\$ 950.00	\$ 18.00	\$ 250.00	\$ 110.00
BLS - Non-emergency	A0428	\$ 950.00	\$ 18.00	\$ 250.00	\$ 110.00

	Year 1	Year 2	Year 3
Gross Charges	\$ 9,701,850	\$ 9,992,906	\$ 10,292,693
Cash Collections	\$ 2,849,827	\$ 2,935,322	\$ 3,023,381
Gross per transport	\$ 1,757.90	\$ 1,810.64	\$ 1,864.96
Cash per transport	\$ 516.37	\$ 531.86	\$ 547.81
Annual Transports	5,519	5,685	5,855

EMERGICON proposes a commission rate of 6.2% of cash collections using the current fee schedule. With the EMERGICON recommended fee schedule, EMERGICON proposes a commission of 6.0%.

AGREEMENT FOR AMBULANCE BILLING SERVICES

This Agreement is entered into this _____ day of _____, 2019, by and between Emergicon, LLC, a Texas business corporation, and Huntsville – Walker County EMS, a Texas corporation (“Client”).

RECITALS

WHEREAS, Client provides emergency and/or non-emergency ambulance services for which it is eligible for payment or reimbursement by patients, insurance carriers, governmental agencies, employers and others;

WHEREAS, Emergicon is engaged in the business of providing third-party billing and accounts receivable management services for ambulance and emergency medical service organizations;

WHEREAS, Client desires to utilize Emergicon for billing and claims management services for its organization; and

WHEREAS, Emergicon is willing to provide such services upon the terms and conditions provided in this Agreement;

THEREFORE, in consideration of the mutual promises contained in this Agreement, and other good and valuable consideration, the sufficiency of which is acknowledged, the parties, intending to be legally bound, agree as follows:

1. Appointment. Client hereby engages Emergicon to perform the Services set described in Paragraph 2 of this Agreement and Emergicon accepts such appointment and agrees to provide Services in accordance with the terms of this Agreement. Client agrees that it will not enter into any contract, agreement, arrangement or understanding with any other person or entity, the purpose of which is to provide for the same or substantially similar services during the term of the Agreement, unless the parties agree otherwise as set forth in writing in an Addendum to this Agreement. For purposes of the appointment, the recitals set forth above are incorporated by reference and made a part of this Agreement as if set forth in their entirety.

2. Services. Emergicon agrees to perform the following duties (collectively referred to as the “Services”) on behalf of Client:

a. Provide Client with instructions for the submission of Required Documentation to Emergicon. For purposes of this Agreement, “Required Documentation” shall consist of patient accounts receivable reports for placement and corresponding prehospital patient care reports (PCRs) (also referred to as “trip sheets” or “run reports”). All Required Documentation must be signed in accordance with applicable laws, regulations and payer guidelines.

b. Review the Required Documentation, based on the information supplied by Client, for completeness and eligibility for submission to request reimbursement and to verify compliance under applicable laws, regulations or payer rules, based upon Emergicon’s

understanding of said laws, regulations or payer rules applicable to the date the ambulance services were rendered. If any Required Documentation is missing, Emergicon will request necessary documentation from Client.

c. Promptly prepare and submit claims deemed complete and eligible for reimbursement by Emergicon in conformance with this Agreement for electronic or paper submission to the appropriate party or payer based on the information supplied by Client. In the event that Emergicon deems the Required Documentation to be incomplete or inconsistent, Emergicon will notify Client that additional information may be required to process the claim, and Emergicon will return any or all of the Required Documentation to Client that Emergicon determines may be incomplete or inaccurate and will not be responsible to submit any claims with insufficient documentation. Emergicon will make a decision regarding the appropriate coding and payer for submission of the claim based on the information supplied by Client. Client understands and acknowledges that not all accounts will satisfy the eligibility requirements of all payers, and that it might not be possible to obtain reimbursement in all cases. Emergicon makes no representation or warranty that all claims are payable or will be paid, and Client agrees to abide by Emergicon's decisions with regard to proper coding and payer based on the information provided to Emergicon by Client.

d. Promptly post payments made on Client's behalf by patients, insurers and others.

e. Unless otherwise directed by Client, make reasonable efforts for the collection of co-payments, deductibles or other patient balances, to include the preparation of invoices and a maximum of three contact attempts to patients, supplemental insurers or other financially responsible parties at industry-appropriate intervals.

f. Perform follow-up for a commercially reasonable period of time following the initial billing date on all open accounts. After this follow-up period, Emergicon will either return the accounts to Client or forward the accounts to a collection agency of Client's choosing. Client and/or its designated collection agency shall bear all costs and liabilities of collections activities and collection agency charges.

g. Provide monthly reports to Client, which include, at a minimum, cash received, accounts receivable and balance summary. Emergicon shall furnish those reports to Client.

h. Notify Client of any overpayments and/or credit balances of which Emergicon becomes aware that must be refunded by Client. Client bears sole responsibility for the refund of any overpayments or credit balances to Medicare, Medicaid, patients, or other payers or insurers, and agrees to make such refunds when and within the time frames required by law. Emergicon may, at its option, assist Client in processing such refunds, but all refunds are to be made solely with Client's funds, and Emergicon has no responsibility to make such refunds unless and until Client transfers such funds to Emergicon for this purpose. Emergicon shall not advance funds on behalf of Client for this purpose. Client acknowledges that federal law requires that any overpayments made by Medicare or any other federal health care program be refunded within 60 days of the identification of any such overpayments.

i. If Client desires that its patients be able to pay their accounts utilizing credit cards, establish a credit card merchant account and related capabilities to permit Client's patients to pay via any major credit card. Emergicon shall in its sole discretion determine which credit cards it will accept.

3. Specifically Excluded Duties of Emergicon. Notwithstanding any provisions of this Agreement to the contrary, Emergicon shall *not* be responsible to:

- a. Initiate or pursue litigation for the collection of past due accounts.
- b. Invoice for Client's non-ambulance medical transportation services, including but not limited to mobile integrated health programs, paratransit services, wheelchair van, invalid coach services, litter vans and stretcher cars, unless specific arrangements are made otherwise.
- c. Negotiate any checks made payable to Client, though Emergicon may receive funds as an agent of Client for transmittal to Client where permitted by Client;
- d. Accept reassignment of any benefits payable to Client;
- e. Provide legal advice or legal services to Client, any of Client's patients or payers, or anyone acting on Client's behalf;
- f. Obtain any prior authorizations on behalf of Client, or obtain a Physician Certification Statement or other Certificate of Medical Necessity on behalf of Client.
- g. Assist Client in preparing, filing and updating the information on its Medicare, Medicaid or other insurer provider enrollment forms, as well as responding to required revalidations of Client's provider enrollment status. Client bears the sole responsibility to ensure that its Medicare, Medicaid or other insurer provider enrollment forms are submitted and updated in accordance with federal and state law, regulations and policies. Client bears the exclusive responsibility for the submission of such form and any fees that may be associated with the submission of such forms. Upon specific written request from Client, Emergicon may agree to assist with such form submission and/or revalidation of Medicare, Medicaid or other insurer provider enrollment forms, provided that the responsibility for actual submission and all fees associated with the forms shall be borne exclusively by Client and paid prior to submission of these forms by Emergicon.

4. Responsibilities of Client. Client agrees to do the following, at its sole cost and expense:

- a. Provide Emergicon with all Required Documentation, as set forth in Paragraph 2(a), above, as well as the following data: Patient Name and Address, Date of Birth, Date of Service, Patient Medical Condition, Reason for Transport, Services Rendered (including assessments, interventions and other care), Origin and Destination with accompanying Zip Code, Transport Destination with accompanying Zip Code, Odometer Reading/Loaded Mileage (to the

nearest tenth of a mile), and all relevant insurer or payer information, including identity of payer, group or plan numbers, patient's Insurance/Medicare/Medicaid Number, and all other relevant information and ensure that this data and the information contained on the Required Documentation is complete and accurate. Emergicon reserves the right to modify any Required Documentation or data at any time in accordance with new or revised payer requirements, and will provide a copy of any such revisions to Client in writing. Client acknowledges that Emergicon must rely upon the accuracy and completeness of the forms, signatures and other documentation provided to it by Client to allow Emergicon to perform the Services specified in this Agreement. Emergicon is not in a position to verify the accuracy or completeness of the Required Documentation provided by Client. By forwarding any such documentation to Emergicon, Client expressly represents and warrants that any such documentation is complete and accurate, and that Emergicon may rely upon the completeness and accuracy of any such documentation in performing its Services under this Agreement. Client bears sole responsibility for the claim submissions made by Emergicon on its behalf based upon the aforementioned documentation submitted to Emergicon by Client, and, notwithstanding any other term or provision of this Agreement, Client will defend, indemnify and hold harmless Emergicon for any billing or claim submission decisions made by Emergicon based on documentation submitted to Emergicon by Client if such documentation is later determined to be incomplete or inaccurate.

b. Maintain its qualifications to provide ambulance services, including any required local, state and/or federal licenses, permits, certificates or enrollments (collectively, "Licenses"), and to remain in good standing with Medicare, Medicaid and all other state and federal health care programs. Client shall provide copies of all current Licenses, including renewals, to Emergicon. Client shall be responsible to maintain a National Provider Identifier (NPI) number and to update the information associated with its NPI. Client expressly represents and warrants that it will not forward accounts for processing by Emergicon if the account is ineligible for payment or reimbursement, or if Client is ineligible for payment by any payers or insurers as a result of its licensure status, exclusion or other sanction with such payer or insurer, or other legal impediment, and that it will promptly notify Emergicon of any suspension or revocation of any required license, permit, certification or enrollment, or exclusion from any state or federal health care program or any change in ownership or management of Client.

c. Provide Emergicon with a copy of all required Licenses, permits, certificates and enrollments as referenced in Paragraph 4(b), and forward updates of these documents to Emergicon as they are renewed.

d. Provide Emergicon with odometer readings or other documentation of mileage accepted by the payer on all calls reflecting loaded mileage (from the point of patient pickup to the destination) recorded in tenths of a mile as required by Medicare guidelines.

g. In accordance with appropriate payer guidelines, obtain the signature of the patient or other authorized representative of the patient or otherwise meet the ambulance signature requirements set forth at 42 C.F.R. § 424.36 on each call and forward to Emergicon as part of the Required Documentation.

f. In the event that Client operates a subscription or membership program, client represents and warrants that its program is actuarially sound in accordance with the guidance

of the Office of Inspector General (OIG) and operated in accordance with any applicable state laws, regulations or guidelines. Emergicon will bill in accordance with the terms of such program, provided that Client furnishes those terms to Emergicon in writing. Client is responsible to inform Emergicon of its patients who are members or subscribers of Client's membership or subscription program. Notwithstanding any other provision of this Agreement, Client agrees to defend, indemnify and hold harmless Emergicon in the event that Client's subscription or membership program is not actuarially sound as set forth in applicable OIG guidance or is not permissible under State law, regulation or policy.

g. Notify Emergicon of any or all changes in billing charges for service or changes in any of Client's billing policies or contracts not later than thirty (30) days prior to the effective date of said changes.

h. Report all payments made directly to Client within twenty-four (24) hours of Client's receipt of same.

i. Cooperate reasonably with Emergicon so as to enable Emergicon to meet its obligations under this Agreement. In the event that Client's approval is required in order for Emergicon to fulfill any obligations it may have under this Agreement, Client shall not unreasonably withhold, condition or delay its approval.

j. In writing, notify Emergicon of any customized needs (reporting, scheduling, etc.). Client understands that the processing of customized needs may entail additional charges to Client by Emergicon.

k. Designate a contact person, authorized to transact business on behalf of Client, who can promptly respond to any questions raised by Emergicon, or who can execute required forms and other documents necessary to the provision of Services by Emergicon under this Agreement.

5. Record Ownership and Access.

a. Client understands that all documentation provided to Emergicon by Client, whether in paper and/or electronic form, is for the sole and express purpose of permitting Emergicon to provide Services under this Agreement. It is Client's responsibility to maintain all of its documents and business records, including copies of any documents or records provided to Emergicon ("Client-Provided Records"). Emergicon does not act as Client's records custodian.

b. During the term of this Agreement, Emergicon shall, upon Client's written request, provide to Client, in electronic format and within 14 days of receipt of such written request, copies of any Client-Provided Records furnished to Emergicon by Client, and to any Claim Adjudication Documents generated by and received from insurers or payers in response to claims submitted by Emergicon on Client's behalf. "Claim Adjudication Documents" shall consist of the documents generated secondary to claim submission in the normal course of claim processing by payers and insurers, including Explanation of Benefits (EOB) documents, Remittance Advice (RA) documents, Medicare Summary Notice (MSN) documents, denials and

other documents of a similar type or nature.

c. Any documents, data, records or information compiled in the course of Emergicon's provision of Services under this Agreement, other than those Client-Provided Records and Claim Adjudication Records defined in Paragraphs 5(a) and (c) above, shall be the sole and exclusive property of Emergicon and shall be considered the business and/or proprietary records of Emergicon. Emergicon shall have no obligation to furnish any such business or proprietary records of Emergicon to Client, and Client shall have a right of access only to the Client-Provided Records and Claim Adjudication Documents as defined in Paragraphs 5(a) and (c), above.

d. Should this Agreement be terminated for any reason, all documents and records to which Client has a right of access under Paragraphs 5(a) and (c) of this Agreement shall be maintained in electronic format at a site convenient to Emergicon for a reasonable amount of time for follow-up of all open claims, but in any event not to exceed ninety (90) days following the effective date of termination of this Agreement. Electronic or paper copies of the records to which Client has a right of access under Paragraphs 5(a) and (c) will be made available to Client, at Client's sole cost and expense, in a format acceptable to Emergicon at the Client's written request provided that Client makes such request within thirty (30) days following termination of the Agreement, and provided that Client has no outstanding invoices due to Emergicon at the time of the request. Emergicon shall have absolutely no responsibility whatsoever after termination of this Agreement to provide any monthly reports or other such Emergicon-generated reports to Client.

e. Costs for copies of documents required and/or requested by Client beyond the requirement of the normal daily claim handling requirements will be invoiced to Client by Emergicon at a per copy price to be established by Emergicon from time to time.

6. Client Accounting and Auditing Requirements. If Client requires Emergicon's assistance in Client's accounting or other internal audits, Emergicon will charge client for said audit support services at its customary rates, to be established by Emergicon from time to time. Upon written request of Client for same, Emergicon shall furnish said rates to Client in writing prior to undertaking any work pursuant to this Paragraph.

7. Term and Termination.

a. This Agreement is for an initial term of one year, and will automatically renew for successive like terms unless terminated hereunder.

b. This Agreement may be terminated upon the expiration of its then-current term, with or without cause, by either party, upon written notice to the other party, given no later than thirty (30) days prior to the expiration of the then-current term.

c. This Agreement may be terminated by Emergicon immediately upon written notice to Client for any of the following reasons:

i. If Client makes an assignment for the benefit of creditors, files a

voluntary or involuntary petition in bankruptcy, is adjudicated insolvent or bankrupt, petitions or applies to any tribunal for the appointment of any receiver of any trustee over its assets or properties, commences any proceeding under any reorganization, arrangement, readjustment of debt or similar law or statute of any jurisdiction, whether now or hereafter in effect, or if there is commenced against the other party any such proceeding which remains un-dismissed, un-stayed, or the other party by any act or any omission to act indicated its consent to, approval of or acquiescence in any such proceeding or the appointment of any receiver or of any trustee, or suffers any such receivership or trusteeship to continue undischarged, un-stayed, or un-vacated for a period of thirty (30) days.

ii. If Client loses its license, permit or certification necessary to do business, or is excluded from any state or federal health care program.

iii. If Client fails to perform any of its responsibilities as set forth in this Agreement, fails to pay Emergicon for its services within thirty (30) days of the date such payment becomes due, takes any actions which Emergicon, in its sole discretion, determines to be unethical, illegal, immoral or non-compliant, or fails to cooperate with Emergicon in any way that prevents, impedes, obstructs or delays Emergicon in the performance of the Services set forth in this Agreement.

d. Upon termination for any reason, Emergicon shall perform follow-up on any open accounts submitted by Emergicon on Client's behalf for a period not to exceed ninety (90) days from the date of termination. Emergicon shall have no responsibility to perform such follow-up in the event Client takes any actions which prevent Emergicon from engaging in such follow-up, or in the event that Client has any unpaid balances due to Emergicon on the date of termination of this Agreement.

e. Upon termination for any reason, Client shall be responsible to pay the fees set forth in Paragraph 10 below, for all revenues collected by Emergicon on Client's behalf during the 90-day follow-up period set forth in Paragraph 7(d) above. After notice of termination is given, all Emergicon invoices are due and payable by Client within five (5) days of same. In the event that Client does not remit payment on any such invoice within five (5) days of the invoice, Emergicon shall have no responsibility to perform any further follow-up on open accounts, notwithstanding the provisions of Paragraph 7(d) above.

8. External and Internal Audits.

a. Client shall immediately notify Emergicon if there has been any prepayment audit or review, post payment audit or review, or any investigation or other formal inquiry into the billing practices of Client and/or Emergicon, or claims submitted by Emergicon on behalf of Client, where such audit or investigation is or appears to have been initiated by any governmental agency, insurer, payer, carrier, Medicare Administrative Contractor, Recovery Audit Contract, Zone Program Integrity Contractor, Medicaid Fraud Control Unit, other Medicare or Medicaid contractor or other agency or entity authorized to carry out any such audit or investigation. This obligation shall survive termination of this Agreement for any reason.

b. The Client bears sole responsibility for obtaining and paying for any legal

or consulting assistance necessary in defending itself in any such audit or investigation. Emergicon shall assist Client in producing any records, reports or documents in its possession which pertain to the audit or investigation and may charge Client a reasonable fee for copying, preparation, assembly or retrieval of such documents or reports. Emergicon shall have no obligation to perform any duties under this Paragraph 8(b) following termination of this Agreement for any reason.

c. Client is solely responsible for repaying any overpayments or recoupments sought or imposed by any insurer, carrier, payer or governmental agency or contractor, including interest, civil monetary penalties, fines or other such assessments.

d. Client understands and acknowledges that Emergicon, as part of its compliance program, may on occasion, and at its sole discretion, perform or contract for the performance of periodic, random, internal audits of its coding, billing and other business practices. These voluntary, internal compliance audits may reveal the existence of Client overpayments, and Client agrees that any such overpayments identified by Emergicon in its internal auditing process will be refunded by Client as described in more detail in Paragraph 2(h) of this Agreement.

9. Disposition of Funds.

a. All funds Emergicon receives from third party payers, patients or other sources for ambulance services provided by Client shall be made in the name of Client and forwarded monthly to Client or deposited into a Client account as directed by Client.

b. If Client desires that its patients be able to pay their accounts utilizing credit cards, then Emergicon shall accept credit card payments on behalf of Client's patients in a manner that is secure and agreed upon by the parties, and only to the extent possible and feasible, without making Emergicon a collection agency and responsible for compliance with the federal Fair Debt Collection Practices Act and other state or federal debt collection laws

c. Emergicon shall not accept a reassignment of any benefits where prohibited by law.

10. Compensation.

a. In exchange for the Services described in this Agreement, Client shall pay Emergicon a fee equivalent to proposed percent () of all revenues collected by Emergicon on behalf of Client. Credit card payments accepted by Emergicon will be charged an additional one and one-half percent (1.5%).

b. If Client instructs Emergicon to collect on an account(s) initially billed by another Contractor, Emergicon shall be compensated and paid for the collection efforts on said account in accordance with the following schedule: Eighteen Percent (18%) of the total amount collected on the account.

c. If Client instructs Emergicon to continue to pursue Private Pay accounts with balances beyond 120 days from the date of transport, Emergicon shall be compensated and paid for the collection efforts on said account in accordance with the following schedule:

Eighteen Percent (18%) of the total amount collected on the account.

d. The fees payable by Client to Emergicon shall be calculated and invoiced to Client on a periodic basis established by Emergicon in accordance with the receipts report generated by Emergicon.

e. Emergicon shall submit invoices to Client on a periodic basis established by Emergicon. Invoices are to be paid by Client within thirty (30) days of the invoice date. Emergicon reserves the right to add simple interest at an annual rate of 18%, compounded daily, on all where Emergicon has not received payment within thirty (30) days of the date of its invoice.

f. In the event that Client is obligated to refund any overpayment or credit balance as set forth in Paragraph 2(h), fees paid to Emergicon by Client for such refunded overpayment or credit balance shall not be credited or refunded to Client.

g. The rates set forth by Emergicon to be charged to Client for Services rendered are subject to change by Emergicon upon thirty (30) days written notice to Client.

~~h. In the event that Client does business in a jurisdiction in which applicable law prohibits the compensation of a billing agent on a percentage of collections basis, Client shall pay Emergicon a flat fee of \$_____ per trip, to be invoiced at the time of billing. This flat fee shall apply only to those accounts for which applicable law prohibits payment on a percentage of collections basis.~~

i. Client agrees to reimburse Emergicon for any and all sales tax liabilities that may arise as a result of this Agreement.

11. Indemnification and Insurance.

a. Emergicon shall maintain errors and omissions insurance coverage in an amount not less than \$1,000,000. Emergicon shall provide proof of such coverage to Client upon reasonable written request for same.

b. Notwithstanding any other provision of this Agreement, Emergicon shall not be liable for any damages, including but not limited to loss in profits, or for any special, incidental, indirect, consequential or other similar damages suffered in whole, or in part, in connection with this Agreement. Any liability of Emergicon shall not exceed any amounts paid to Emergicon by Client under this Agreement for any disputed billing performed by Emergicon on behalf of Client.

12. Confidentiality. Neither Emergicon nor Client shall, during the term of this Agreement or for any extension hereof, for any reason, disclose to any third parties any proprietary information regarding the other party unless required to do so by law, regulation or subpoena. For purposes of this Agreement, "proprietary information" shall include, but not be limited to, pricing

or rate information, information pertaining to contracts with payers, insurers, facilities, ambulance providers, health care systems, or other such parties, audit requests, audit results, billing processes, client lists or other such information.

13. HIPAA Business Associate Assurances. Emergicon agrees to appropriately safeguard protected health information (“PHI”) that is created, received, maintained, or transmitted on behalf of Client in compliance with the applicable provisions of Public Law 104-191 of August 21, 1996, known as the Health Insurance Portability and Accountability Act of 1996, Subtitle F – Administrative Simplification, Sections 261, *et seq.*, as amended (“HIPAA”), and with Public Law 111-5 of February 17, 2009, known as the American Recovery and Reinvestment Act of 2009, Title XII, Subtitle D – Privacy, Sections 13400, *et seq.*, the Health Information Technology and Clinical Health Act, as amended (the “HITECH Act”).

a. General Provisions

i. Meaning of Terms. The terms used in this Agreement shall have the same meaning as those terms defined in HIPAA.

ii. Regulatory References. Any reference in this Agreement to a regulatory section means the section currently in effect or as amended.

iii. Interpretation. Any ambiguity in this Agreement shall be interpreted to permit compliance with HIPAA.

b. Obligations of Emergicon

Emergicon agrees that it will:

i. Not use or further disclose PHI other than as permitted or required by this Agreement or as required by law;

ii. Use appropriate safeguards and comply, where applicable, with the HIPAA Security Rule with respect to electronic protected health information (“e-PHI”) and implement appropriate physical, technical and administrative safeguards to prevent use or disclosure of PHI other than as provided for by this Agreement;

iii. Report to Client any use or disclosure of PHI not provided for by this Agreement of which it becomes aware, including any security incident (as defined in the HIPAA Security Rule) and any breaches of unsecured PHI as required by 45 CFR §164.410. Breaches of unsecured PHI shall be reported to Client without unreasonable delay but in no case later than 60 days after discovery of the breach;

iv. In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), ensure that any subcontractors that create, receive, maintain, or transmit PHI on behalf of Emergicon agree to the same restrictions, conditions, and requirements that apply to Emergicon with respect to such information;

v. Make PHI in a designated record set available to Client and to an individual who has a right of access in a manner that satisfies Client's obligations to provide access to PHI in accordance with 45 CFR §164.524 within 30 days of a request;

vi. Make any amendment(s) to PHI in a designated record set as directed by Client, or take other measures necessary to satisfy Client's obligations under 45 CFR §164.526;

vii. Maintain and make available information required to provide an accounting of disclosures to Client or an individual who has a right to an accounting within 60 days and as necessary to satisfy Client's obligations under 45 CFR §164.528;

viii. To the extent that Emergicon is to carry out any of Client's obligations under the HIPAA Privacy Rule, Emergicon shall comply with the requirements of the Privacy Rule that apply to Client when it carries out that obligation;

ix. Make its internal practices, books, and records relating to the use and disclosure of PHI received from, or created or received by Emergicon on behalf of Client, available to the Secretary of the Department of Health and Human Services for purposes of determining Emergicon and Client's compliance with HIPAA and the HITECH Act;

x. Restrict the use or disclosure of PHI if Client notifies Emergicon of any restriction on the use or disclosure of PHI that Client has agreed to or is required to abide by under 45 CFR §164.522; and

xi. If Client is subject to the Red Flags Rule (found at 16 CFR §681.1 *et seq.*), Emergicon agrees to assist Client in complying with its Red Flags Rule obligations by: (a) implementing policies and procedures to detect relevant Red Flags (as defined under 16 C.F.R. §681.2); (b) taking all steps necessary to comply with the policies and procedures of Client's Identity Theft Prevention Program; (c) ensuring that any agent or third party who performs services on its behalf in connection with covered accounts of Client agrees to implement reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft; and (d) alerting Client of any Red Flag incident (as defined by the Red Flag Rules) of which it becomes aware, the steps it has taken to mitigate any potential harm that may have occurred, and provide a report to Client of any threat of identity theft as a result of the incident.

c. Permitted Uses and Disclosures by Emergicon

The specific uses and disclosures of PHI that Emergicon may make on behalf of Client include:

i. The preparation of invoices to patients, carriers, insurers and others responsible for payment or reimbursement of the Services provided by Client to its patients, as set forth in this Agreement;

ii. Preparation of reminder notices and documents pertaining to collections of overdue accounts;

iii. The submission of supporting documentation to carriers, insurers and other payers to substantiate the healthcare services provided by Client to its patients or to appeal denials of payment for the same; and

iv. Other uses or disclosures of PHI as permitted by HIPAA necessary to perform the Services that Emergicon has been agreed to perform on behalf of Client, as set forth in this Agreement.

d. Termination

i. Notwithstanding the termination provisions set forth in Paragraph 7 of this Agreement, Client may terminate this Agreement if Client determines that Emergicon has violated a material term of the HIPAA Business Associate Assurances set forth in this Paragraph 13.

ii. If either party knows of a pattern of activity or practice of the other party that constitutes a material breach or violation of the other party's obligations under this Agreement, that party shall take reasonable steps to cure the breach or end the violation, as applicable, and, if such steps are unsuccessful, terminate this Agreement, according to the provisions set forth in Paragraph 7 of this Agreement, if feasible.

iii. Upon termination of this Agreement for any reason and upon the written request of Client and pursuant to the other terms and conditions set forth in this Agreement, Emergicon shall return to Client or destroy all PHI received from Client, or created, maintained, or received by Emergicon on behalf of Client that Emergicon still maintains in any form. If return or destruction is infeasible, the protections of this Agreement will extend to such PHI.

14. Compliance.

a. Emergicon will conduct its activities and operations in compliance with all state and federal statutes, rules and regulations applicable to billing activities.

b. Client shall conduct its activities, operations and documentation in compliance with all applicable state and federal statutes, rules and regulations. Client expressly represents and warrants that it is under no legal impediment to billing or receiving reimbursement for its services, and that all of Client's personnel are appropriately licensed and/or certified to furnish the services provided by Client. Client agrees to defend, indemnify and hold harmless Emergicon from any and all claims, damages and losses in the event that Client sends accounts to Emergicon which are ineligible for billing and/or reimbursement for any reason.

c. Each party is responsible for monitoring and ensuring its own compliance with all applicable state and federal laws and regulations pertaining to billing and reimbursement for its services. However, either party which becomes aware of a violation of any such state or federal laws or regulations or of a questionable claim or claim practice agrees to notify the other party within fifteen (15) days so the other party may appropriately address the matter.

d. The parties represent that they are not the subject of any actions or investigations pertaining to its participation in or standing with any state or federal health care program, are not subject to exclusion from any state and/or federal health care program, and that no persons providing services for which reimbursement is sought were at the time such services were rendered excluded from any state or Federal health care program.

e. The parties recognize that this Agreement is at all times subject to applicable state, local, and federal laws and shall be construed accordingly. The parties further recognize that this Agreement may become subject to or be affected by amendments in such laws and regulations or to new legislation or regulations. Any provisions of law that invalidate, or are otherwise inconsistent with, the material terms and conditions of this Agreement, or that would cause one or both of the parties hereto to be in violation of law, shall be deemed to have superseded the terms of this Agreement and, in such event, the parties agree to utilize their best efforts to modify the terms and conditions of this Agreement to be consistent with the requirements of such law(s) in order to effectuate the purposes and intent of this Agreement. In the event that any such laws or regulations affecting this Agreement are enacted, amended or promulgated, either party may propose to the other a written amendment to this Agreement to be consistent with the provisions of such laws or regulations. In the event that the parties do not agree on such written amendments within thirty (30) days of receipt of the proposed written amendments, then either party may terminate this Agreement without further notice, unless this Agreement would expire earlier by its terms.

f. Non-Engagement of Individuals on the OIG Exclusion List. The parties further warrant that each will take all reasonable steps as set forth by the Office of Inspector General, United States Department of Health and Human Service, to ensure that it does not employ or otherwise engage individuals who have been excluded from participation in federal health care programs. The parties agree to periodically check the OIG exclusion website to ensure that employees, volunteers and all others providing services for each respective organization are not excluded. The website is: <http://exclusions.oig.hhs.gov>.

15. Independent Contractor Relationship. Emergicon and Client stand in an independent contractor relationship to one another and shall not be considered as joint venturers or partners, and nothing herein shall be construed to authorize either party to act as general agent for the other. There is no liability on the part of Emergicon to any entity for any debts, liabilities or obligations incurred by or on behalf of the Client.

16. Prevention of Performance. If a party's obligation to perform any duty hereunder is rendered impossible of performance due to any cause beyond such party's control, including, without limitation, an act of God, war, civil disturbance, fire or casualty, labor dispute, hardware or software failures beyond the party's control, or governmental rule, such party, for so long as such condition exists, shall be excused from such performance, provided it promptly provides the other party with written notice of its inability to perform stating the reasons for such inability and provided that the party takes all appropriate steps as soon as reasonably practicable upon the termination of such condition to recommence performance.

17. Assignment. This Agreement may be assigned by Emergicon to any successors or assigns of Emergicon. This Agreement may not be assigned by Client without the express written

consent of Emergicon. This Agreement shall be binding upon all successors and assigns.

18. Notices. Notices required to be given under this Agreement shall be made to the parties at the following addresses and shall be presumed to have been received by the other party (i) three days after mailing by the party when notices are sent by First Class mail, postage prepaid; (ii) upon transmission (if sent via facsimile with a confirmed transmission report); or (iii) upon receipt (if sent by hand delivery or courier service).

Emergicon:

Emergicon, LLC.

PO Box 180446

Dallas, TX 75218

Fax: (903) 887-1863

Client:

Huntsville – Walker County EMS

1619 Highway 30 East

Huntsville, TX 77320

19. Non-Competition and Non-Solicitation Clause. Without prior, written authorization from Emergicon, Client shall not:

a. During the term of this Agreement, or for two (2) years following its expiration or termination for any reason, employ, retain as an independent contractor, or otherwise in any way hire any personnel currently employed or employed at any time during the term of this Agreement by Emergicon. Client expressly agrees that in the event of a breach of this provision, Emergicon shall be entitled to a placement fee of two times the annual salary paid by Emergicon to such employee at the time such employee left employment of Emergicon.

b. During the term of this Agreement, or for a period of two (2) years following its expiration or termination for any reason, engage in the provision of billing services for any other ambulance service, medical transportation organization, fire department, or emergency medical services organization. Nothing in this Paragraph shall be interpreted to prohibit Client from performing its own in-house billing and/or accounts receivable management following the expiration or proper termination of this Agreement.

20. Governing Law and Forum Selection Clause. This Agreement shall be deemed to have been made and entered into in Texas and shall be interpreted in accordance with the laws thereof, without regard to conflicts of laws principles. The parties expressly agree that the exclusive forum for resolving any legal disputes under this Agreement shall be the state or federal courts serving Dallas, Texas. Client expressly agrees to personal jurisdiction and venue in any such court.

IN WITNESS WHEREOF, the parties have executed this Agreement to commence on the date first above written. Client represents that the individual who has executed this Agreement on behalf of the Client is authorized by Client and by law to do so.

EMERGICON, LLC.

CLIENT

By:

By:

Signature Date

Signature Date

Print Name

Print Name

Title

Title

Tab E - References

References

Mineral Wells (City) 212 S. Oak Ave. Mineral Wells, TX 76067 Implementation Date: January 15, 2015 Fire Chief – Michael Pool 940-328-7741 mpool@mineralwellstx.gov	Granbury Hood County EMS INC 2200 Commercial Lane Granbury, TX 76048 Implementation Date: October 1, 2016 Executive Director – Ricky Reeves 817-279-1408 rreeves@mytexasems.com
Erath County EMS, INC 380 B. East Rd Stephenville, TX 76401 Implementation Date: October 1, 2016 EMS Director- Wes Green 254-965-6541 ems@co.erath.tx.us	Cooke County EMS 301 W. Church St. Gainesville, TX 76240 Implementation Date: November 25, 2014 Chief- Kevin Grant 940-668-5560 kevin.grant@co.cooke.tx.us
Addison (City) 4798 Airport Pkwy Addison, TX 75001 Implementation Date: October 1, 2014 EMS Chief - David Jones 972-450-7206 djones@addisontx.gov	Parker County Hospital District 725 State Street Weatherford, TX 76086 Implementation Date: August 1, 2013 EMS Director – Paul Smith 817-599-1197 paul.smith@pchdtx.org
Coppell Fire Department (City) 255 Parkway Blvd. Coppell, TX 75019 Implementation Date: August 1, 2011 Division EMS Chief- Tim Russell 972-304-3512 trussell@coppelltx.gov	Mansfield (City) 1305 E. Broad Street Mansfield, TX 76063 Implementation Date: July 1, 2009 Assistant Chief - Eric Peterson 817-276-4790 eric.peterson@mansfield-tx.gov

Tab F – Certification Page



Certification

Please let this show that EMERGICON has received the following Amendments in response to the corresponding Request for Proposal as follows:

Amendment 1 – Questions and Answers

Amendment 2 – Parameter Settings, Dated 11-12-19

Amendment 3 – Parameter Settings, Dated 11-13-19



Walker County Purchasing Department

CONTRACT RENEWAL NOTICE

Emergicon
Christopher Turner
709 W. Broad St., Ste. 100
Forney, TX 75126

RE: C2360-20-005 EMS Billing Services

First, we would like to thank you for services that you have provided to Walker County this past year. It has been determined that your company has performed in accordance with the previous requirements and fulfilled the contract between you and Walker County. Therefore, Walker County desires to initiate the 2nd of 5 renewals to be effective from 10/1/21 through 9/30/22. This renewal contract period shall be governed by the specifications, pricing, and the terms and conditions outlined in C2360-20-005 EMS Billing Services.

Pursuant to newly enacted Section 2252.90 of the Texas Government Code, as of January 1, 2016, any business entity entering into a contract with a local government (Walker County) that requires approval of the governing body (Commissioner's Court) must submit a disclosure of interested parties to the local government (Walker County) prior to the execution of the contract. The Texas Ethics Commission (TEC) has adopted a form for the disclosure of interested parties (Form 1295) and has created a website application for business entities to submit the required information. I have also included the directions of how to properly file this form 1295. Also attached you will find a HB 89 Form that must be completed as well.

Acknowledge your acceptance of this contract by signing this document in the space provided on this document along with your completed form 1295 and HB 89 Form and returning to the Walker County Purchasing Office by July 30, 2021.

We look forward to working with you. Should you have any questions or concerns you may contact our office @ 936-436-4943 or email purchasing@co.walker.tx.us.

Sincerely,

A handwritten signature in blue ink that reads "Charisa Dearwester".

Charisa Dearwester
Assistant Purchaser
Walker County

I/We hereby acknowledge acceptance of this Contract renewal, and agree to be bound by all requirements, terms, and conditions as set forth in the above referenced Contract.

Company: Emergicon LLC

Signed: _____

Date: 7/29/2021

Print Name: _____

Matthew Ballard



WALKER COUNTY PURCHASING

1301 Sam Houston Ave., Suite 235 Huntsville, Texas 77340 (936) 436-4944

HOUSE BILL 89 VERIFICATION

Prohibition on Contracts with Companies Boycotting Israel

The 85th Texas Legislature approved new legislation, effective Sept. 1, 2017, amended Sept. 1, 2019, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract with Walker County

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means an organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit. The law applies to only contracts that are between governmental entity and company with 10 or more full-time employees; and have a value of \$100,000 or more that is to be paid wholly or partly from public funds of the government entity.

I, (authorized official) Matthew Ballance, do hereby depose and verify the truthfulness and accuracy of the contents of the statements submitted on this certification under the provisions of Subtitle F, Title 10, and Government Code Chapter 2270 and that the company named below:

- 1) does not boycott Israel currently; and
- 2) will not boycott Israel during the term of the contract; and
- 3) is not currently listed on the State of Texas Comptroller's Companies that Boycott Israel List located at: <https://comptroller.texas.gov/purchasing>

Emergicon LLC
Company Name

[Signature]
Signature of Authorized Official

7/29/2021
Date

Accounting Manager
Title of Authorized Official

Any delay in returning this form will result in delay of approval and/or award of the contract. If this form is not returned, Walker County will not proceed with the approval and/or award of the contract.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

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

OFFICE USE ONLY CERTIFICATION OF FILING

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

Emergicon LLC
Terrell, TX United States

Certificate Number:
2021-784318

Date Filed:
07/29/2021

Date Acknowledged:

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

Walker County, Texas

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

C2360-20-005
EMS Billing Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



6 UNSWORN DECLARATION

My name is Matthew Ballard, and my date of birth is 08/14/1992.

My address is 98 State Hwy 205, Terrell, TX, 75160, US.
(street) (city) (state) (zip code) (country)

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

Executed in Hauptman County, State of Texas, on the 29 day of July, 20 21.
(month) (year)


Signature of authorized agent of contracting business entity
(Declarant)

CONTRACT

THE STATE OF TEXAS §

COUNTY OF WALKER §

THIS AGREEMENT is made this 21st day of January, 2020, by and between Walker County, Texas, a political subdivision of the State of Texas, hereinafter called, "County" and Emergicon, a Texas Corporation, whose principal place of business is located at 709 W. Broad St., Ste.100 Forney, Texas 75126 and is hereinafter called "Contractor."

WHEREAS, County has awarded to Contractor a contract for EMS Billing Services.

WHEREAS, Contractor has agreed to all terms and conditions and to perform all services listed under SCOPE OF WORK and Billings and Collections in RFP C2360-20-005.

> Emergicon will be paid a commission equal to 6% of net collections for billing services. If Walker County allows Emergicon to work accounts past 120 days, the commission rate will be 16%. This will be on a monthly basis during the contract term.

> Payments to Emergicon will be in accordance with Section 2251.021 of the Texas Government Code.

NOW THEREFORE be it agreed by County and contractor as follows:

1. The following documents attached hereto and accompanying this agreement are incorporated herein, and the provisions set forth therein shall become a part of this agreement:
 - a. Contractor's RFP dated November 19, 2019.
 - b. Certificate of Insurance
2. This Contract, including all items listed contains the whole agreement between the conditions, or collateral agreements, other than those expressly set forth herein.

Effective as of the date first written herein above.

CONTRACTOR

SIGNATURE:



PRINT NAME:

CHRISTOPHER TURNER

TITLE:

CEO

COMPANY:

EMERGICON

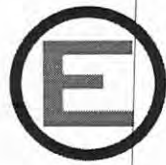
WALKER COUNTY, TEXAS

BY:



COUNTY JUDGE

Row Labels	Count of RunNumber	Sum of Payments
TDCJ BYRD UNIT	123	-\$70,558.20
TDCJ ELLIS UNIT	78	-\$61,925.89
TDCJ ESTELLE UNIT PRISON	583	-\$366,072.45
TDCJ GOREE UNIT	26	-\$12,241.95
TDCJ HOLLIDAY UNIT	167	-\$87,654.58
TDCJ WALLS UNIT	82	-\$47,262.39
TDCJ WYNNE UNIT	132	-\$66,785.98
Grand Total	1191	-\$712,501.44



EMERGICON
emergency medical billing


Walker County EMS Fee Schedule Recommendation

In preparation for Senate Bill 2476 we want to make sure you have the latest information to make an informed decision regarding your fee schedule before January 2024.

Please see the link below and our recommendation.

<https://emergicon.com/blog/senate-bill-2476-what-does-it-mean/>

Current fee schedule:

		Res	Non-Res
	ALS-E - A0427	\$1,500.00	\$1,500.00
	ALS-Non - A0426	\$1,500.00	\$1,500.00
	ALS 2 - A0433	\$1,700.00	\$1,700.00
	BLS-E - A0429	\$1,200.00	\$1,200.00
	BLS-Non - A0428	\$1,200.00	\$1,200.00
	SCT - A0434	\$1,850.00	\$1,850.00
	ALS Disp - A0398	\$450.00	\$450.00
	BLS Disp - A0382	\$350.00	\$350.00
	O2 - A0422	\$125.00	\$125.00
	Mileage - A0425	\$23.00	\$23.00
	TNT - A0998	N/A	N/A

Emergicon does not recommend any changes to your current fee schedule.

Recommended fee schedule: NONE



**MINUTES for Walker County Commissioners Court
REGULAR SESSION
Monday, May 23, 2022, 9:00 a.m.**



CALL TO ORDER

Be it remembered, Commissioners Court of Walker County was called to order by County Judge Pro-Tem, Ronnie White at 9:00 a.m. in Commissioners Courtroom, 1st Floor, 1100 University Avenue, Huntsville Texas.

County Judge	Danny Pierce	Absent
Precinct 1, Commissioner	Danny Kuykendall	Present
Precinct 2, Commissioner	Ronnie White	Present
Precinct 3, Commissioner	Bill Daugette	Absent
Precinct 4, Commissioner	Jimmy D. Henry	Present

County Judge Pro-Tem, Ronnie White stated a quorum was present. County Clerk, Kari French, certified the notice of the meeting was given in accordance with Section 551.001 of the Texas Government Code.

GENERAL ITEMS

Prayer was led by Pastor, James Necker.
Pledge of Allegiance and Texas Pledge were performed.

CONSENT AGENDA

1. Approve minutes from Commissioners Court Special Session on May 5, 2022.
2. Approve minutes from Commissioners Court Regular Session on May 9, 2022.
3. Approve minutes from Commissioners Court Special Session on May 16, 2022.
4. Approve Walker County COVID-19 Disaster Declaration Extension issued May 9, 2022.
5. Approve Disbursement Report for the period of 04/26/2022 - 05/09/2022.
6. Approve Order 2022-81, Treasurer monthly report for March 2022.
7. Receive Treasurer Investment Report for April 2022.
8. Receive financial information as of May 16, 2022, for the fiscal year ending September 30, 2022.
9. Receive overview of Road and Bridge General invoices.
10. Approve payment of claims and invoices submitted for payment.
11. Receive County Clerk monthly report for April 2022.
12. Receive Walker County Appraisal District monthly tax collection report for April 2022.
13. Receive Planning and Development monthly report for April 2022.

MOTION: Made by Commissioner Henry to **APPROVE** the Consent Agenda as presented.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

STATUTORY AGENDA

Office of Emergency Management

14. Discuss and take action on FEMA reimbursements (once received) from DR4586 Cat Z (Administrative Work), to be deposited in OEM Project Fund (105-7991-49990), Road & Bridge Pct. 3 fund and Road & bridge Pct. 4 fund.
Butch Davis presented information.

MOTION: Made by Commissioner Henry to **APPROVE** the FEMA reimbursements (once received) allocated by the following: DR4586 Cat Z in the amount of \$13,974.79 to be deposited into the OEM project fund; Precinct 3 in the amount of \$2,341.90 and Precinct 4 in the amount of \$1,336.88.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

County Judge Pro-Tem, Ronnie White deviated to Item 32.

Emergency Medical Services

15. Discuss and take action on implementation of Paramedic Sponsorship Program.
Rachel Parker presented information regarding this program.

MOTION: Made by Commissioner Henry to APPROVE the implementation of Paramedic Sponsorship Program.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

16. Discuss and take action on increase to service fees and allowing Emergicon's team to negotiate payments.
Rachel Parker presented information regarding increase to service fees.

MOTION: Made by Commissioner Henry to APPROVE increase to service fees and allowing Emergicon's team to negotiate payments.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

17. Discuss and take action on implementing MPB (Merchants and Professional Collection Bureau) as the Collection agency to work EMS billing accounts that are past 180 days.
Rachel Parker presented information. There was discussion with the Court.

ACTION: PASS at this time for Purchasing to review.

Purchasing

18. Discuss and take action to disposal of assets unable to locate during FY2022 Inventory.
Charlsa Dearwester presented information.

MOTION: Made by Commissioner Kuykendall to APPROVE disposal of assets unable to locate during FY2022 Inventory with 3 radio disposals and 2 Toughbook's still attempting to locate.
SECOND: Made by Commissioner Henry.
VOTE: Motion carried unanimously.

19. Discuss and take action to approve proposal, Goodwin, Laister, Strong, OEM Warehouse Expansion.
Charlsa Dearwester presented information.

MOTION: Made by Commissioner Henry to APPROVE proposal, Goodwin, Laister, Strong, OEM Warehouse Expansion in an amount of \$32,800.00.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

Auditor

20. Discuss and take action on Order 2022-79 amending the budget for the fiscal year ending September 30, 2022.
Patricia Allen presented information.

MOTION: Made by Commissioner Henry to APPROVE Order 2022-79 amending the budget for the fiscal year ending September 30, 2022.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

Commissioners Court

21. Discuss and take action on Change Order No. 1, to the Knife River Contract Award for Walker County Hurricane Harvey CDBG Roads – Precinct 1 (GLO State Contract No. 20-065-104-C279).
Judge Pro-Tem, Ronnie White, presented information. John Groberg was also present and gave the Court updated information.

MOTION: Made by Commissioner Kuykendall to APPROVE the Change Order No. 1, to the Knife River Contract Award for Walker County Hurricane Harvey CDBG Roads – Precinct 1 (GLO State Contract No. 20-065-104-C279), in the amount of \$111,160.24.
SECOND: Made by Commissioner Henry.
VOTE: Motion carried unanimously.

28. Discuss and take action on Texas Association of Counties (TAC) Property Renewal for July 2022-July 2023 at a cost of \$134,009 for Walker County coverage, and a cost of \$1,234 for 12th and 278th Judicial District CSCD, with policy changes as noted.

Judge Pro-Tem, Ronnie White, presented information. Charlisa Dearwester spoke regarding the minor changes that resulted in a lower cost.

MOTION: Made by Commissioner Kuykendall to APPROVE Texas Association of Counties (TAC) Property Renewal for July 2022-July 2023 at a cost of \$134,009 for Walker County coverage, and a cost of \$1,234 for 12th and 278th Judicial District CSCD, with policy changes as noted.

SECOND: Made by Commissioner Henry.

VOTE: Motion carried unanimously.

29. Discuss and take action on an Interlocal Cooperation Contract between the Texas Department of Public Safety and Walker County, for the use of office space located at 344 Texas 75 N., Suite 300, Huntsville, Texas.

Judge Pro-Tem, Ronnie White, presented information.

MOTION: Made by Commissioner Kuykendall to APPROVE Interlocal Cooperation Contract between the Texas Department of Public Safety and Walker County, for the use of office space located at 344 Texas 75 N., Suite 300, Huntsville, Texas.

SECOND: Made by Commissioner Henry.

VOTE: Motion carried unanimously.

30. Discuss and take action on Facility Request 2022-84, submitted by the City of Huntsville for the use of the Courthouse Lawn during the Downtown Business Alliance Vendor Fair on June 11, 2022, from 2:00 p.m. – 8:30 p.m.

Judge Pro-Tem, Ronnie White, presented information.

MOTION: Made by Commissioner Henry to APPROVE Facility Request 2022-84.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

31. Discuss and take action on approving 2023 Walker County Holiday Schedule.

Judge Pro-Tem, Ronnie White, presented information.

MOTION: Made by Commissioner Henry to APPROVE the 2023 Walker County Holiday Schedule.

SECOND: Made by County Judge Pro-Tem, Ronnie White

VOTE: Motion carried unanimously.

32. Update on DR4485 COVID-19 reimbursement.

Butch Davis presented information about 7 projects that have been funded.

ACTION: Update received by the Court.

Planning and Development

33. Public hearing concerning Plat # 2022-014, Re-Plat of Lots 29 and 30, Section 1 of Dogwood Subdivision John Carothers Survey, A-9 - Dogwood Lane - Pct. 3.

ACTION: Public Hearing opened at 9:57 a.m.

Andy Isbell presented information.

ACTION: Public Hearing closed at 9:58 a.m.

34. Discuss and take action on Plat # 2022-014, Re-Plat of Lots 29 and 30, Section 1 of the Dogwood Subdivision John Carothers Survey, A-9 - Dogwood Lane - Pct. 3.

Andy Isbell presented information.

MOTION: Made by Commissioner Henry to APPROVE Plat # 2022-014, Re-Plat of Lots 29 and 30, Section 1 of the Dogwood Subdivision John Carothers Survey, A-9

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

22. Discuss and take action on Change Order No. 1, to the Knife River Contract Award for Walker County Hurricane Harvey CDBG Roads – Precinct 2 (GLO State Contract No. 20-065-104-C279).

Judge Pro-Tem, Ronnie White, presented information.

MOTION: Made by Judge Pro-Tem Ronnie White to APPROVE the Change Order No. 1, to the Knife River Contract Award for Walker County Hurricane Harvey CDBG Roads – Precinct 2 (GLO State Contract No. 20-065-104-C279), in the amount of \$76,575.45

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

23. Discuss and take action on Walker County ESD No. 1 Annual Financial Report for the year ended September 30, 2021.

Judge Pro-Tem, Ronnie White, presented information. Lucy Ann discussed the report.

MOTION: Made by Commissioner Kuykendall to APPROVE Walker County ESD No. 1 Annual Financial Report for the year ended September 30, 2021.

SECOND: Made by Commissioner Henry.

VOTE: Motion carried unanimously.

24. Discuss and take action on SETH request for signature of approval for the Issuance of Tax-Exempt Bonds for the acquisition and rehabilitation of the Gateway at Lake Jackson Apartments – Lake Jackson, Texas.

Judge Pro-Tem, Ronnie White, presented information.

MOTION: Made by Commissioner Henry to APPROVE the SETH request for signature of approval for the Issuance of Tax-Exempt Bonds for the acquisition and rehabilitation of the Gateway at Lake Jackson Apartments – Lake Jackson, Texas.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

25. Discuss and take action to receive an application, submitted by George Archie, et al, to open a neighborhood road in accordance with Transportation Code 251.053.

Judge Pro-Tem, Ronnie White, presented information. Assistant DA, Quentin Russell also addressed the Court on the procedures of Court and County Clerk with this application.

MOTION: Made by Commissioner Henry to ACCEPT the application, submitted by George Archie, et al, to open a neighborhood road in accordance with Transportation Code 251.053 and to set a hearing for this application on June 6, 2022 at 9:00 am.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

26. Discuss and take action on the review of the GrantWorks American Rescue Plan Act Contract for administration services, ARP-TX-21-045. – Judge Pierce

Judge Pro-Tem, Ronnie White, presented information. There was discussion among the Court.

ACTION: PASS at this time.

27. Discuss and take action on job description for Director of Planning and Development.

Judge Pro-Tem, Ronnie White, presented information. Andy Isbell also spoke regarding this.

MOTION: Made by Commissioner Henry to APPROVE updated job description for Director of Planning and Development.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

35. Public hearing concerning Plat # 2022-016, Re-Plat of Lot(s) 17A and 19, Block 1, Section 11 of the Wildwood Shores Subdivision, A. Whittaker Survey, A-581 - North Forest Drive - Pct. 4.

ACTION: Public Hearing opened at 9:59 a.m.
Andy Isbell presented information.

ACTION: Public Hearing closed at 10:00 a.m.

36. Discuss and take action on Plat # 2022-016, Re-Plat of Lot(s) 17A and 19, Block 1, Section 11 of the Wildwood Shores Subdivision, A. Whittaker Survey, A-581 - North Forest Drive - Pct. 4.
Andy Isbell presented information.

MOTION: Made by Commissioner Henry to APPROVE Plat # 2022-016, Re-Plat of Lot(s) 17A and 19, Block 1, Section 11 of the Wildwood Shores Subdivision.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

37. Discuss and take action on Cody Hill request for variance to Section C - Roadway of the Manufactured Home Policy and Section(s) 5.15 and 5.17 of the Walker County Subdivision Regulations for the proposed Three Hills RV Park, P # 2021-019-RV, Thomas Stephens League, A-49 - FM 247 - Pct. 1.
Andy Isbell presented information. There was discussion among the Court.

MOTION: Made by County Judge Pro-Tem, Ronnie White to APPROVE Cody Hill request for variance to Section C - Roadway of the Manufactured Home Policy and Section(s) 5.15 and 5.17 of the Walker County Subdivision Regulations for the proposed Three Hills RV Park, P # 2021-019-RV

SECOND: Made by Commissioner Henry

OPPOSED: Commissioner Kuykendall.

VOTE: Motion carried.

PUBLIC COMMENT

Mrs. Rigsby spoke to the Court about the denial of her application for the relief funds. She is asking for it to be re-considered stating that it will benefit impoverished areas and wants to discuss this with someone. She states they are the most affected area in Walker County. She also questioned the Court regarding County employees who worked from home during COVID and if they really worked 40 hrs. a week to be paid for those 40 hrs.

ACTION: County Judge Pro-Tem, Ronnie White, adjourned the meeting at 10:13 a.m.

I, Kari A. French, County Clerk of Walker County, Texas, do hereby certify that these Commissioners Court Minutes are a true and correct record of the proceedings from the Meeting on May 23, 2022.

Kari A. French
Walker County Clerk, Kari A. French

Ronnie White
Walker County Judge Pro-Tem, Ronnie White

Date Minutes Approved by Commissioners Court

FILED FOR RECORD

At 9:06 o'clock AM

JUN 06 2022

KARI FRENCH, COUNTY CLERK
WALKER COUNTY, TEXAS

By [Signature] Deputy



Ashlyn Hooks

From: Rachel Parker
Sent: Tuesday, April 2, 2024 2:02 PM
To: Ashlyn Hooks
Subject: TDCJ Info
Attachments: Untitled.pdf; Notice of Rate Fee Changes.pdf; Commissioner's Court 5-23-2022.pdf; 2023 Approved Billing Rates.pdf; EMS TDCJ info.xlsx; EMS TDCJ info.xlsx

Good afternoon,

Sorry it took me a bit to get this over. The untitled document is all of the documents I have regarding any type of contract with TDCJ/UTMB. Emergicon had not charged these new rates due to the contracts they had on file regarding UTMB/TDCJ rates, which was given to them by someone, either county or previous EMS administration, when Emergicon was set up in 2020. I have had numerous meetings and calls with everyone from wardens, to billing, to UTMB/correctional managed care, to the Medical Director of TDCJ/UTMB to work through procedural issues as well as billing concerns. I attached the notice of fee changes, court agenda, and current billing rates as these are the documents I have been sending to UTMB. I have gotten no response. From what I have gathered is that UTMB has no record of fee contracts with Walker County on file.

The two excel attachments reflect info regarding TDCJ. We were paid \$712,501.44 from TDCJ/UTMB in 2023. This was for a total of 1,374 calls to TDCJ units. The average that was paid by them to WCEMS was \$518/transport. This is below Medicare rates, and I have reached out to TDCJ numerous times to re-negotiate the agreement to reflect our current prices. If we were to bill at the current rates that were approved in court, we would see a substantial increase in payments/revenue.

We do not have any contract to provide services or transport for TDCJ, however when they call 911 we do have an obligation to respond. Since we are the sole 911 EMS provider for Walker County, therefore we do have to respond to any 911 call that we receive. We can dictate our response with protocol changes etc, but we do still have an obligation to respond and transport appropriately. These rules are set forth by TAC 157 and 197, and Due to TDCJ's call volume, while I believe there absolutely needs to be change, which we are actively working towards, we are currently in a tough spot with them. Their call volume does help support and offset the deficits we would otherwise see if we were to not take any of their calls or bill for them, even at the current rate.

Please let me know what else you are looking for or if you have any questions.

Have a great week!



Rachel Parker, RN, LP, FP-C

EMS Chief
Walker County EMS

Office: 936-295-4848

Cell: 936-661-3305

Email: rparker@co.walker.tx.us

1619 State Highway 30 East
Huntsville, TX 77320

Ashlyn Hooks

From: Doan, Richard <ridoan@utmb.edu>
Sent: Tuesday, April 2, 2024 8:26 AM
To: Ashlyn Hooks
Subject: RE: Information

CAUTION: The sender of this email is not within Walker County. Any links or attachments may be dangerous. To report this email as suspicious, forward it to Walker County IT Helpdesk.

Good morning Ms. Hooks,

I appreciate the email below from Commissioner Ronnie White. We (UTMB) value our relationship with Walker County especially with Commissioner White so UTMB will always do our best to maintain that great business relationship between both agencies (Walker County and UTMB). Again, I sincerely 'Thank You' for the Commissioner for reaching out to me and I appreciate it. You have a great day.

Yours,
Richard

Richard Doan, MBA
Director Contracts & Supply Administration
University of Texas Medical Branch (UTMB)
Correctional Managed Care (CMC) – Finance Administration
301 University Boulevard
Galveston, Texas 77555-1208
Phone: (409) 747-2600
Fax: (409) 762-0311
Email: ridoan@utmb.edu



Working together to work wonders."

From: Ashlyn Hooks <aroberts@co.walker.tx.us>
Sent: Monday, April 1, 2024 8:27 PM
To: Doan, Richard <ridoan@utmb.edu>
Subject: Information

External Email Warning: Do not click links or open attachments unless you recognize the sender and expect the content. [UTMB Email Phishing Awareness](#)

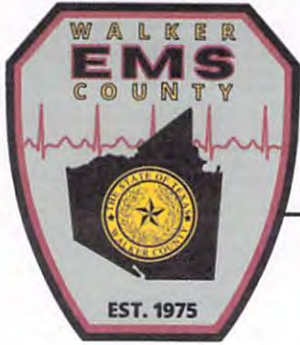
Request from Ronnie:

Richard Doan,

It was brought to my attention that members of Commissioners Court may have been in contact with members of your team. While I cannot discuss with you any topic that was discussed because it could put me in violation of the Open Meeting Act. I just wanted to remind you that no member of Commissioners court represents the court

Unless it is authorized by Commissioners Court for that purpose. If it is authorized then it still requires a court approval. Not sure if you remember from last time we dealt with this. It was a pleasure dealing with you all before and i hope our side did not damage the relationship we have always had. I have placed an agenda item to discuss this topic for court on next Monday.

Thank you so much,
Ashlyn R. Hooks
Secretary to
Ronnie White
Commissioner Precinct 2
123 Booker Road
Huntsville, TX 77340
936-295-6963 Office
936-294-0761 Fax
936-581-6044 Cell



WALKER COUNTY EMS

1619 SH 30 E. Huntsville, TX 77320

Rachel Parker, EMS Chief

Chris Toman, Assistant Chief

January 24, 2024

Subject: Walker County EMS Fee Schedule Update

To whom it may concern,

I am writing to inform you of the price increase to our fee schedule regarding patient transport by Walker County EMS. This price increase went into effect on May 23, 2022. These increases are the result of supply chain disruptions and rising costs of medical equipment, wear and tear on EMS vehicles, costs in operating supplies due to inflation, fuel increases, worker shortages, etc.

I have noticed that we do not have an up-to-date fee schedule or contract on file with TDCJ/UTMB Correctional Managed Care. Please review our fee schedule as attached, so that we may update our billing company, Emergicon, of the status of this matter. I would be happy to take any documents to our County Judge for approval.

Please note, that we will be standing firm in this rate change. Please reach out if you have any questions.

Thank you,

Rachel Parker, RN, LP, FP-C
EMS Chief



**AGREEMENT BETWEEN
THE UNIVERSITY OF TEXAS MEDICAL BRANCH AT GALVESTON
AND
HUNTSVILLE-WALKER COUNTY EMS**

AGREEMENT FOR AMBULANCE TRANSPORTATION SERVICES

This Agreement entered into, by and between The University of Texas Medical Branch at Galveston (hereinafter referred to as "UTMB"), a component institution of The University of Texas System, a State of Texas Agency, and Huntsville-Walker County EMS with its principal address at P.O. Box 1602, Huntsville, Texas 77342 (hereinafter referred to as "Seller").

UTMB and Seller hereby agree as follows:

1. Scope of Work

Seller will perform the scope of the work ("Work") set forth in Exhibit A, Scope of Work, attached and incorporated for all purposes, to the satisfaction of UTMB. Time is of the essence in connection with this Agreement. UTMB will have no obligation to accept late performance or waive timely performance by Seller.

2. Time for Commencement and Completion

The term of this Agreement will begin when executed by both parties ("Effective Date") and continue for a period of five (5) years.

3. The Contract Amount.

UTMB will pay Seller for the performance of the Work as more particularly set forth in Exhibit B, Payment Schedule, attached and incorporated for all purposes.

4. Commitment

Seller understands and agrees that this Agreement is issued predicated on anticipated requirements for Ambulatory Transportation Services and that UTMB has made no representation, guarantee or commitment with respect to any specific quantity of Ambulatory Transportation Services to be furnished under this Agreement. Further Seller recognizes and understands that any cost borne by the Seller which arises from Seller's performance hereunder shall be at the sole risk and responsibility of Seller.

5. Acquisition from Other Sources

UTMB reserves the right and may from time to time, as required by UTMB's operational needs, acquire Ambulatory Transportation Services of equal type and kind from other sources during the term of this Agreement without invalidating in whole or in part this Agreement or any rights or remedies UTMB may have hereunder.

6. Affirmations

By signature hereon, Seller represents and warrants the following:

- A. Seller is a reputable company that is lawfully and regularly engaged in providing products and/or performing the services.

- B. Seller has the necessary experience, knowledge, abilities, skills, and resources to provide the products and/or perform the services.
- C. Seller is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances.
- D. Seller will not delegate any of its duties or responsibilities under this Agreement to any subcontractor, except as expressly provided in the Agreement.
- E. Seller will maintain any insurance coverage as required by the Agreement during the term thereof.
- F. Seller will defend, indemnify, and hold harmless UTMB, The University of Texas System, the State of Texas, and all of their regents, officers, agents and employees, from and against all claims, actions, suits, demands, costs (including, but not limited to reasonable attorneys' fees), damages, and liabilities, arising out of, connected with, or resulting from any negligent acts or omissions or willful misconduct of Seller or any agent, employee, subcontractor, or supplier of Seller in the performance of this Agreement.
- G. Pursuant to Sections 2107.008 and 2252.903, *Government Code*, any payments owing to Seller under this Agreement may be applied directly to any debt or delinquency that Seller owes the State of Texas or any agency of the State of Texas regardless of when it arises, until such debt or delinquency is paid in full.
- H. Seller affirms that it has not given or offered to give, nor does Seller intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this Agreement.
- I. A corporate Seller certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171, *Tax Code*, or that the corporate Seller is exempt from the payment of such taxes, or that the corporate Seller is an out-of-state corporation that is not subject to the Texas Franchise Tax, whichever is applicable. A false certification will be deemed a material breach of contract and, at UTMB's option, may result in termination of this Agreement.
- J. Seller hereby certifies that neither Seller nor any firm, corporation, partnership or institution represented by Seller, or anyone acting for such firm, corporation or institution, has violated the antitrust laws of the State of Texas, codified in Section 15.01, et seq., *Business and Commerce Code*, or the Federal antitrust laws, nor communicated directly or indirectly the proposal made to any competitor or any other person engaged in such line of business.
- K. Seller certifies that the individual signing this Agreement and the documents made a part of this Agreement, is authorized to sign such documents on behalf of Seller.
- L. "Under Section 231.006, *Family Code*, relating to child support, Seller certifies that the individual or business entity named in this Agreement is not ineligible to receive the specified contract and acknowledges that this Agreement may be terminated if this certification is inaccurate."
- M. Seller certifies that (i) no relationship, whether by blood, marriage, business association, capital funding agreement or by any other such kinship or connection exists between the owner of any Seller that is a sole proprietorship, the officers or directors of any Seller that is a corporation, the partners of any Seller that is a partnership, the joint venturers of any Seller that is a joint venture or the members or managers of any Seller that is a limited

liability company, on one hand, and an employee of any component of The University of Texas System, on the other hand, other than the relationships which have been previously disclosed to UTMB in writing and (ii) Seller has not been an employee of any component institution of The University of Texas System within the immediate twelve (12) months prior to the Submittal Deadline.

- N. Seller certifies that in accordance with Section 2155.004, *Government Code*, no compensation has been received for its participation in the preparation of the requirements or specifications for this Agreement. In addition, Seller certifies that an award of a contract to Seller will not violate Section 2155.006, *Government Code*, prohibiting UTMB from entering into a contract that involves financial participation by a person who, during the previous five years, has been convicted of violating federal law or assessed a penalty in a federal civil or administrative enforcement action in connection with a contract awarded by the federal government for relief, recovery, or reconstruction efforts as a result of Hurricane Rita, Hurricane Katrina, or any other disaster occurring after September 24, 2005. Pursuant to Sections 2155.004 and 2155.006, *Government Code*, Seller certifies that Seller is not ineligible to receive the award of or payments under the Agreement and acknowledges that the Agreement may be terminated and payment withheld if these certifications are inaccurate.
- O. Seller certifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.
- P. Seller represents and warrants that all products and services offered to UTMB in this Agreement meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and the *Texas Hazard Communication Act*, Chapter 502, *Health and Safety Code*, and all related regulations in effect or proposed as of the date of this Agreement.
- Q. That, except for restrooms and wash rooms and one (1) or more lactation rooms each of which is segregated on the basis of sex: (1) it does not maintain or provide for its employees any segregated facilities at any of its establishments and that it does not permit its employees to perform their services at any location under its control where segregated facilities are maintained; (2) it will not maintain or provide for its employees any segregated facilities at any of its establishments; and (3) it will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. A breach of this certification is a violation of the Equal Opportunity clause. The term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, entertainment areas, and transportation or housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin, because of habit, local custom, or otherwise. Seller further agrees that, except where it has contracts prior to the award with subcontractors exceeding \$10,000.00 which are not exempt from the provisions of the Equal Opportunity clause, Seller will retain the certifications for each one of its subcontractors in Seller's files, and that it will forward the following notice to all proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENTS FOR CERTIFICATIONS OF NONSEGREGATED FACILITIES - A Certification on Nonsegregated Facilities must be submitted prior to the award of any subcontract exceeding \$10,000.00 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

Seller understands that the penalty for making false statements regarding the subject matters of this Section is prescribed in 18 U.S.C. 1001.

- R. That neither Seller nor its Principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from the award of contracts from State of Texas or United States ("U.S.") federal government procurement or non-procurement programs, or are listed in the List of Parties Excluded from Federal Procurement or Non-procurement Programs (<http://www.epls.gov/>) issued by the U.S. General Services Administration. "Principals" means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager, plant manager, head of a subsidiary, division or business segment, and similar positions). Seller will provide immediate written notification to UTMB if, at any time prior to award, Seller learns that this certification was erroneous when submitted or has become erroneous by reason of changed circumstances. This certification is a material representation of fact upon which reliance will be placed when UTMB executes this Agreement. If it is later determined that Seller knowingly rendered an erroneous certification, in addition to the other remedies available to UTMB, UTMB may terminate this Agreement for default by Seller.
- S. Seller acknowledges that UTMB is prohibited by federal regulations from allowing any employee, representative, agent or subcontractor of Seller to work on site at UTMB's premises or facilities if that individual is not eligible to work on federal healthcare programs including Medicare, Medicaid, or other similar federal programs. Therefore, Seller will not assign any employee, representative, agent or subcontractor that appears on the List of Excluded Individuals issued by the United States Office of the Inspector General ("OIG") to work on site at UTMB's premises or facilities. Seller will perform an OIG sanctions check quarterly on each of its employees, representatives, agents, and subcontractors during the time the employees, representatives, agents, or subcontractors are assigned to work on site at UTMB's premises or facilities. Seller acknowledges that UTMB will require immediate removal of any employee, representative, agent, or subcontractor of Seller assigned to work at UTMB's premises or facilities if the employee, representative, agent, or subcontractor is found to be on the OIG's List of Excluded Individuals. The OIG's List of Excluded Individuals may be accessed through the following Internet website:
<http://www.dhhs.gov/progorg/oig/cumsan/index.htm>
- T. Seller covenants and agrees that as required by Section 2155.4441, *Texas Government Code*, in performing its duties and obligations under this Agreement, Seller shall purchase products and materials produced in Texas when such products and materials are available at a price and delivery time comparable to products and materials produced outside of Texas.

7. **Terms and Conditions**

Seller agrees that this Agreement will be governed by the terms and conditions set forth in **Exhibit C**, General Terms and Conditions, attached and incorporated for all purposes.

8. **Attachments**

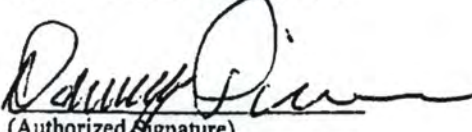
The following Attachments are hereby incorporated for all purposes and made a part of this Agreement. In the event of a conflict among the Agreement documents, UTMB and Seller, agree that the following documents shall control in the following order of precedence:

1. Exhibit A - Scope of Work
2. Exhibit B - Payment Schedule
3. Exhibit C - General Terms and Conditions

4. Exhibit D - Unit Names and Locations
5. Exhibit E - Medicare Ambulance Fee Schedule
6. Exhibit F- Added by Walker County

Agreed upon by fully authorized agents/representatives of each party as evidenced below:

Huntsville-Walker County EMS


(Authorized Signature)

Danny Pierce
(Printed Name)

County Judge
(Title)

6/23/09
(Date)

The University of Texas
Medical Branch at Galveston

Kyle Barton, C.P.M.
Purchasing Manager

(Date)

EXHIBIT A
SCOPE OF WORK

A.1 General

This Exhibit outlines the work requirements for Ambulance Transportation of Texas Department of Criminal Justice inmates from prison units to and from specific healthcare institutions as necessary for UTMB. Please reference list of prison units attached as Exhibit D.

A.2 Scope of Work

- A. Emergency Medical Service personnel responding to a transport request shall possess Texas Department of Health, Bureau of Emergency Management certification as an Emergency Care Attendant, Emergency Care Technician- Basic, or Emergency Care Technician- Intermediate.
- B. Seller must be licensed as required by the Texas Health and Safety Code, Chapter 773.
- C. Seller shall comply with all requirements of applicable law pertaining to the operation of an ambulance in the State of Texas, including but not limited to the requirements of Texas Health and Safety Code, Chapter 773; 25 Texas Administrative Code, Chapter 157 (Emergency Medical Care); and 22 Texas Administrative Code, Chapter 197, (Emergency Medical Service).
- D. Volume of service and ambulance service provider selection is at the sole discretion of UTMB authorized personnel. Selection criteria for each coverage area includes, but is not limited to, cost, availability and performance.
- E. Seller must respond to call from UTMB within twenty (20) minutes. If Seller is unable to respond within the allotted time, UTMB, at its discretion, reserves the right to procure ambulance transport services from another supplier.
- F. Seller will load inmate at designated prison unit at the request of UTMB and deliver either to The University of Texas Medical Branch at Galveston or a local hospital facility. The inmate's destination will be at the direction of UTMB authorized personnel.
- G. Ambulance transports will include up to two (2) security officers from the prison unit.
- H. Using Exhibit D, Seller must indicate which specific UTMB-contracted facility service areas that Seller intends to cover.
- I. No sub-contracting opportunities to other suppliers will be allowed.

EXHIBIT B

PAYMENT SCHEDULE

B.1 General

UTMB uses Federal Medicare reimbursement guidelines for most all contracted healthcare providers – hospitals, physicians, & ambulance services. To that end, the standard reimbursement rates for ambulance providers are contained in the current Medicare Ambulance Fee Schedule, attached hereto as **Exhibit E—Calendar Year 2008 payment rates**. The standard payment consists of (1) a base rate payment – based on level of service provided and (2) payment for mileage. The standard payment covers the transport of the patient to the designated facility and all ancillary items/services associated with the transport; including but not limited to: oxygen, drugs, extra attendants, EKG testing, IV services, and miscellaneous medical supplies. Mileage payment is restricted to the total number of loaded miles only. The base rate payment is region-specific, containing a wage index adjustment applicable to each of the eight different Medicare regions in Texas. The applicable base rate payment applicable is determined by the location of the patient pickup.

The Medicare Ambulance Fee Schedule is updated annually with an effective date of January 1 of each year. When Medicare adjusts its fee schedule, the reimbursement rates will be adjusted accordingly.

B.2 Reimbursement Requirements

- A. Proposed reimbursement rates are all inclusive (Base Rate + Mileage Rate only).
- B. When the emergency needs of a patient require that Ground transport responders must subsequently transfer a patient to an Air Transport provider, the Ground transport responder will be paid a flat rate of \$250 per occurrence. In this special instance, the Standard Base Rate & Mileage payment will not be applicable.
- C. In those circumstances when more than one patient is transported in a single ambulance, Seller will be paid on a prorated basis for the base rate and mileage as specified under Medicare guidelines.
- D. For billing purposes, Seller should submit claims for reimbursement on standard health insurance claim forms – HCFA 1500 or UB-92, as applicable.
- E. All patients will have an Agency Identification Number; for example: TDCJ Inmate ID #. The patient's Agency Identification Number must be referenced on the claim form as the "Insured's ID Number".
- F. For All Non-Emergency Transports, the UTMB-CMC pre-certification number should be referenced on the claim as "Prior Authorization Number." Payment will be denied for non-emergency transports that were not pre-authorized by UTMB-CMC dispatch office.
- G. For additional supporting documentation purposes, the ambulance "Run Sheet/Trip Report" is required for all transports.
- H. For Medical Coding purposes, the current versions of standard medical coding systems (CPT / HCPCS / ICD-9) should be used on all claims to document the service level provided and the patient's medical condition.
- I. The claim filing deadline is six (6) months from the date of service.

- J. For Requests for additional payment or corrected claims, Sellers must make requests to correct payment and/or billing errors within 90 days from the date original claim was paid.
- K. Questions regarding a claim should be directed to the Claims Department at (409) 747-2653.
- L. Submit claims to:

Regular mail:	Overnight / Express Delivery:
UTMB Correctional Managed Care Financial Services – Claims 301 University Blvd. Galveston, Texas 77555-1008	UTMB Correctional Managed Care Financial Services – Claims 2201 Market Street, Suite 910 Galveston, Texas 77550

B.3 Reimbursement Rate(s)

Please check the below to indicate the standard Medicare reimbursement rate is acceptable:

Agree to accept Medicare Ambulance Fee Schedule Reimbursement? (Check here) _____

OR

Seller will bill at the following payment rates at plus (+) or minus (-) the indicated percentage of the standard Medicare rates listed below:

Ground Transports

Service Level	% of Medicare
Basic Life Support (BLS)	236.64 %
Advanced Life Support (ALS)	262.94 %
Advanced Life Support – Level 2	133.86 %
Specialty Care Transport	129.45 %
Mileage (Loaded)	152.67 %

Air Transports

Service Level	% of Medicare
Air Ambulance / Fixed Wing	N/A %
Fixed Wing Mileage (Loaded)	N/A %
Air Ambulance / Rotary Wing	N/A %
Rotary Wing Mileage (Loaded)	N/A %

B.4 Prompt pay discounts

If prompt pay discount applies, please provide terms: ~~2~~^A %, if paid within ~~10~~^A days.

B.5 Coverage Area

Please indicate on Exhibit D which specific facilities service areas that Seller intends to cover.

EXHIBIT C

GENERAL TERMS AND CONDITIONS

The following General Terms and Conditions are applicable to the services performed by Seller and hereby form and are made a part of the Agreement.

C.1 Entire Agreement

This Agreement, for all intents and purposes, is intended as the complete and exclusive statement of the agreement between UTMB and the Seller and supersede all prior or contemporaneous agreements, negotiations, course of prior dealings, or oral representations relating to the subject matter hereof.

The terms and conditions of any purchase order, agreements, amendments, modifications, or other documents submitted by either party which conflict with, or in any way purport to amend or add to any of the terms and conditions of this Agreement are specifically objected to by the other party and shall be of no force or effect, nor shall govern in any way the subject matter hereof, unless set forth in writing and signed by both parties.

C.2 Default

In the event that the Seller fails to carry out or comply with any of the terms and conditions of this Agreement with UTMB, UTMB may notify the Seller of such failure or default in writing and demand that the failure or default be remedied within thirty (30) days; and in the event that the Seller fails to remedy such failure or default within the thirty (30) day period, UTMB shall have the right to cancel this Agreement upon thirty (30) days written notice.

Without limiting the foregoing, the following shall constitute a material breach by the Seller, upon the occurrence of which the Seller shall immediately notify UTMB; that Seller ceases its business operation, makes a general assignment for the benefit of creditors, is adjudged bankrupt, or becomes insolvent.

The cancellation of this Agreement, under any circumstances whatsoever, shall not effect or relieve Seller from any obligation or liability that may have been incurred or will be incurred pursuant to this Agreement and such cancellation by UTMB shall not limit any other right or remedy available to UTMB at law or in equity.

C.3 Termination

A. For Convenience:

This Agreement may be terminated, without penalty, by UTMB without cause by giving thirty (30) days written notice of such termination to the Seller.

B. In no event shall such termination by UTMB as provided for under this Section or Section 3.5 give rise to any liability on the part of UTMB including, but not limited to, any claims of Seller for compensation for anticipated profits, unabsorbed overhead, or interest on borrowing. UTMB's sole obligation hereunder is to pay Seller for products and/or services ordered and received prior to the date of termination.

C. Performance by UTMB under this Agreement may be dependent upon the appropriation and allotment of funds by the Texas State Legislature (the "Legislature") and/or allocation of funds by the Board of Regents of The University of Texas System (the "Board"). If the Legislature fails to appropriate or allot the necessary funds, or the Board

fails to allocate the necessary funds, then UTMB shall issue written notice to Seller and UTMB may terminate this Agreement without further duty or obligation hereunder. Seller acknowledges that appropriation, allotment, and allocation of funds are beyond the control of UTMB.

C.4 Agreement Amendments

This Agreement may be amended within the Agreement period by mutual consent of the parties. No modification or amendment to this Agreement shall become valid unless in writing and signed by both parties. All correspondence regarding modifications or amendments to this Agreement must be forwarded to the UTMB Purchasing Department for prior review and approval.

C.5 Independent Contractor Status

For all purposes of this Agreement and notwithstanding any provision of this Agreement to the contrary, Seller is an independent contractor and is not a state employee, partner, joint venturer, or agent of UTMB. Seller will not bind nor attempt to bind UTMB to any agreement or contract. As an independent contractor, Seller is solely responsible for all taxes, withholdings, and other statutory or contractual obligations of any sort, including but not limited to workers' compensation insurance.

C.6 Compliance with Law

Seller is aware of, is fully informed about, and in full compliance with its obligations under existing applicable law and regulations, including Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000(D)), Executive Order 11246, as amended (41 CFR 60-1 and 60-2), Vietnam Era Veterans Readjustment Act of 1974, as amended (41 CFR 60-250), Rehabilitation Act of 1973, as amended (41 CFR 60-741), Age Discrimination Act of 1975 (42 USC 6101 et seq.), Non-segregated Facilities (41 CFR 60-1), Omnibus Budget Reconciliation Provision, Section 952, Fair Labor Standards Act of 1938, Sections 6, 7, and 12, as amended, Immigration Reform and Control Act of 1986, and Utilization of Small Business Concerns and Small Business Concerns Owned and Controlled by Socially and Economically Disadvantaged Individuals (PL 96-507), the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.), the Civil Rights Act of 1991, University of Texas System Administration Policy UTS165, and all laws and regulations and executive orders as are applicable.

C.7 UTMB's Right to Audit

At any time during the term of this Agreement and for a period of four (4) years thereafter UTMB or a duly authorized audit representative of UTMB, The University of Texas System, or the State of Texas, at its expense and at reasonable times, reserves the Right to Audit Seller's records and books relevant to all services provided under this Agreement. In the event such an audit by UTMB reveals any errors/overpayments by UTMB, Seller shall refund UTMB the full amount of such overpayments within thirty (30) days of such audit findings, or UTMB, at its option, reserves the right to deduct such overpayments from any amounts UTMB is required to pay Seller under this Agreement or any Purchase Order.

C.8 State Auditor's Office

Seller understands that acceptance of funds under the Agreement constitutes acceptance of the authority of the Texas State Auditor's Office, or any successor agency (collectively, "Auditor"), to conduct an audit or investigation in connection with those funds pursuant to Sections 51.9335(c), 73.115(c) and 74.008(c), *Texas Education Code*. Seller agrees to cooperate with the Auditor in the conduct of the audit or investigation, including without limitation providing all records requested. Seller will include this provision in all contracts with permitted subcontractors.

C.9 Access to Documents

To the extent applicable to this Agreement, in accordance with Section 1861(v)(1)(i) of the Social Security Act (42 U.S.C. 1395x) as amended, and the provisions of 42 CFR Section 420.300, et seq., Seller will allow, during and for a period of not less than four (4) years after the expiration or termination of this Agreement, access to this Agreement and its books, documents, and records; and contracts between Seller and its subcontractors or related organizations, including books, documents and records relating to same, by the Comptroller General of the United States, the U.S. Department of Health and Human Services and their duly authorized representatives.

C.10 Title and Risk of Loss

The title and risk of loss of the goods shall not pass to UTMB until UTMB actually receives, takes possession and accepts the goods at the point or points of delivery.

C.11 Acceptance of Products and Services

All products furnished and all services performed under this Agreement shall be to the satisfaction of UTMB and in accordance with the specifications, terms, and conditions of this Agreement. UTMB reserves the right to inspect the products furnished or the services performed, and to determine the quality, acceptability, and fitness of such products or services.

C.12 Sales and Use Tax

UTMB, as an agency of the State of Texas, qualifies for exemption from State and Local Sales and Use Taxes pursuant to the provisions of the Texas Limited Sales, Excise, and Use Tax Act. The Seller may claim exemption from payment of applicable State taxes by complying with such procedures as may be prescribed by the State Comptroller of Public Accounts.

C.13 Certificate of Insurance

Seller shall, prior to commencement of work, provide UTMB with Certificates of Insurance in the below amounts and shall maintain such coverage in effect for the full duration of this Agreement.

- A. Workers' Compensation Insurance with statutory limits, and Employer's Liability Insurance with limits of not less than \$1,000,000:
- | | |
|-----------------------|-------------|
| Each Accident | \$1,000,000 |
| Disease Each Employee | \$1,000,000 |
| Disease Policy Limit | \$1,000,000 |
- B. Commercial General Liability Insurance with limits of not less than:
- | | |
|---|-------------|
| General Aggregate | \$2,000,000 |
| Products & Completed Operations Aggregate | \$2,000,000 |
| Personal & Advertising Injury | \$1,000,000 |
| Each Occurrence | \$1,000,000 |
| Fire Damage (any one fire) | \$ 50,000 |
| Medical Expenses (any one person) | \$ 10,000 |
- C. Commercial Vehicle Liability Insurance covering all owned, non-owned or hired vehicles, with coverage for at least \$1,000,000 Combined Single Limit Bodily Injury and Property Damage;

Certificates evidencing such coverage must be furnished to UTMB prior to the start of service. The Certificates shall be provided by the Insurance Carrier and name UTMB as holder and additionally insured. Certificates shall not be cancelable without thirty (30) days prior written notice.

C.14 Indemnification

- A. To the fullest extent permitted by law, Seller shall and does hereby agree to indemnify, protect, defend with counsel approved by UTMB, and hold harmless UTMB and The University of Texas System, and their respective affiliated enterprises, regents, officers, directors, attorneys, employees, representatives and agents (collectively "Indemnitees") from and against all damages, losses, liens, causes of action, suits, judgments, expenses (including reasonable attorneys' fees), and other claims of any nature, kind, or description (collectively "Claims") by any person or entity, arising out of, caused by, or resulting from Seller's performance under this Agreement and which are caused in whole or in part by any negligent act, negligent omission or willful misconduct of Seller, anyone directly or indirectly employed by Seller or anyone for whose acts Seller may be liable. The provisions of this Section shall not be construed to eliminate or reduce any other indemnification or right which any Indemnitee has by law.
- B. In addition, Seller shall and does hereby agree to indemnify, protect, defend with counsel approved by UTMB, and hold harmless Indemnitees from and against all claims arising from infringement or alleged infringement of any patent, copyright, trademark or other proprietary interest arising by or out of the performance of services or the provision of goods by Seller pursuant to this Agreement, or the use by Seller, or by Indemnitees at the direction of Seller, of any article or material; provided, that, upon becoming aware of a suit or threat of suit for such infringement, UTMB shall promptly notify Seller and Seller shall be given full opportunity to negotiate a settlement. Seller does not warrant against infringement by reason of UTMB's design of articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, UTMB agrees to cooperate reasonably with Seller and all parties shall be entitled, in connection with any such litigation, to be represented by counsel at their own expense.
- C. The indemnities contained herein shall survive the termination of this Agreement for any reason whatsoever.

C.15. Force Majeure

Neither UTMB nor the Seller shall be required to perform any term, condition, or covenant of this Agreement so long as such performance is delayed or prevented by acts of God, material or labor restriction by any governmental authority, civil riot, floods, hurricanes, or other natural disasters, or any other cause not reasonably within the control of UTMB or Seller, and which by the exercise of due diligence UTMB or the Seller is unable, wholly or in part, to prevent or overcome.

C.16 Other Benefits

It is understood and agreed that no benefits, payments or considerations received by Seller for the performance of services associated with and pertinent to this Agreement shall accrue, directly or indirectly, to any employees, elected or appointed officers or representatives, or any other person identified as agents of, or who are by definition an employee of, the State.

C.17 Non-Disclosure

Seller and UTMB acknowledge that they or their employees may, in the performance of this Agreement, come into the possession of proprietary or confidential information owned by or in the possession of the other. Neither party shall use any such information for its own benefit or make such information available to any person, firm, corporation, or other organization, whether or not directly or indirectly affiliated with Seller or UTMB, unless required by law. Each party shall also sign any non-disclosure agreements reasonably required by the other party and obtain such agreements from their representatives and/or employees as necessary.

C.18 Publicity

Seller agrees that it shall not publicize this Agreement or disclose, confirm or deny any details thereof to third parties or use any photographs or video recordings of UTMB's employees or patients or use UTMB's name in connection with any sales promotion or publicity event without the prior express written approval of UTMB.

C.19 Severability

If one or more provisions of this Agreement, or the application of any provision to any party or circumstance, is held invalid, unenforceable, or illegal in any respect, the remainder of this Agreement and the application of the provision to other parties or circumstances shall remain valid and in full force and effect.

C.20 Non-Waiver of Defaults

Any failure of UTMB at any time, or from time to time, to enforce or require the strict keeping and performance of any of the terms and conditions of this Agreement, or to exercise a right hereunder, shall not constitute a waiver of such terms, conditions, or rights, and shall not affect or impair same, or the right of UTMB at any time to avail itself of same.

C.21 Assignment

Neither this Agreement, nor any rights, obligations of moneys due hereunder are assignable or transferable (as security for advances or otherwise) unless agreed to in writing by UTMB. Seller shall not subcontract any portion of services encompassed by this Agreement without UTMB's prior written approval. UTMB shall not be required to recognize any assignment or subcontract made without its prior written approval, and any such assignment by Seller shall be wholly void and ineffective for all purposes unless made in conformity with this Section.

C.22 Assignment of Overcharge Claims

Seller hereby assigns to UTMB any and all claims for overcharges associated with this Agreement arising under the antitrust laws of the United States, 15 U.S.C.A., Sec. 1 et seq. (1973), or arising under the antitrust laws of the State of Texas, Texas Business and Commerce Code Annotated, Sec. 15.01, et seq. (1967).

C.23 Texas Public Information Act

Seller is hereby notified that UTMB strictly adheres to all statutes, court decisions and the opinions of the Texas Attorney General with respect to disclosure of public information.

Upon execution of a final Agreement, UTMB will consider all information, documentation, and other materials requested to be submitted, to be of a non-confidential and non-proprietary nature and, therefore, subject to public disclosure under the *Texas Public Information Act* (*Texas Government Code*, Chapter 552.001, et seq.). Seller will be advised of a request for public information that implicates their materials and will have the opportunity to raise any objections to disclosure to the Texas Attorney General. Certain information may be protected from release under Sections 552.101, 552.110, 552.113, and 552.131, *Texas Government Code*.

C.24 Freedom of Access and Use of Facilities

Seller's employees shall have reasonable and free access to use only those facilities of UTMB that are necessary to perform services under this Agreement and shall have no right of access to any other facilities of UTMB.

C.25 Observance of UTMB Rules and Regulations

Seller agrees that at all times its employees will observe and comply with all regulations of the facilities, including but not limited to, no smoking, parking and security regulations.

C.26 Ethics Matters; No Financial Interest

Seller and its employees, agents, representatives and subcontractors have read and understand UTMB's Conflicts of Interest Policy available at <http://research.utmb.edu/coi/default.shtm>, UTMB's Standards of Conduct Guide available at http://intranet.utmb.edu/compliance/SOCG_2005_3rdEd/SOC_Guide2005.pdf, and applicable state ethics laws and rules available at www.utsystem.edu/ogc/ethics. Neither Seller nor its employees, agents, representatives or subcontractors will assist or cause UTMB employees to violate UTMB's Conflicts of Interest Policy, provisions described by UTMB's Standards of Conduct Guide, or applicable state ethics laws or rules. Seller represents and warrants that no member of the Board has a direct or indirect financial interest in the transaction that is the subject of this Agreement.

C.27 Recall Notice

Seller shall, immediately upon discovery of same, advise UTMB of any or all required replacement/modifications to equipment or component part thereof or withdrawal of product by reason of safety hazard or recall regardless of the nature of same. Any verbal notification must be confirmed in writing within twenty-four (24) hours of such verbal notification. All such formal notices will be submitted to the following addresses:

The University of Texas Medical Branch at Galveston
Attn.: Chief Purchasing Agent
1902 Harborside Drive, 1st Floor, Entrance 2
Galveston, TX 77555-0905
Tel.: (409) 747-8001 Fax: (409) 747-8030

The University of Texas Medical Branch at Galveston
Attn.: Risk Management
301 University Blvd.
Galveston, TX 77555-0495
Tel.: (409) 742-4775 Fax: (409) 742-6897

C.28 Other Liabilities

The individuals signing on behalf of UTMB and Seller shall not be personally liable for the performance of any of the terms of this Agreement, provided however, that they warrant their authority to sign on behalf of UTMB and Seller. No member, individually or collectively, of UTMB or the Board of Regents of the University of Texas System ("UT System"), and no officer or director of Seller incurs or assumes any individual or personal liability by the execution of this Agreement or by reason of default in the performance of any of the terms hereof. All such liability of the employees of UT System and officers and directors of Seller, as such, is released as a condition of and in consideration of the execution of this Agreement.

C.29 Section Headings

All section headings are for convenience of reference only and are not intended to define or limit the scope of any provisions of this Agreement.

C.30 Execution

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all together shall constitute but one and the same Agreement. It is also agreed that separate counterparts of this Agreement may separately be executed by the parties all with the same force and effect as if the same counterpart had been executed by all parties.

C.31 Notices

Any notices required or permitted to be given shall be in writing and effective upon receipt and shall be sent by certified mail, return receipt requested, postage pre-paid, addressed as follows:

If to Seller, to the Seller's last known mailing address.

If to UTMB: The University of Texas Medical Branch at Galveston
Attn.: Chief Purchasing Agent
301 University Blvd., Mail Route 0905
Galveston, Texas 77555-0905

With copy to: The University of Texas Medical Branch at Galveston
Attn.: Director, Legal Services
301 University Blvd., Mail Route 0171
Galveston, Texas 77555-0171

C.32 Governing Law & Venue

Galveston County, Texas, shall be the proper place of venue for suit on or in respect of this Agreement. This Agreement and all of the rights and obligations of the parties hereto and all of the terms and conditions hereof shall be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of Texas.

C.33 Breach of Contract Claims

A. To the extent that Chapter 2260, *Texas Government Code*, as it may be amended from time to time ("Chapter 2260"), is applicable to this Agreement and is not preempted by other applicable law, the dispute resolution process provided for in Chapter 2260 will be used, as further described herein, by UTMB and Seller to attempt to resolve any claim for breach of contract made by Seller:

1. Seller's claims for breach of this Agreement that the parties cannot resolve pursuant to other provisions of this Agreement or in the ordinary course of business will be submitted to the negotiation process provided in subchapter B of Chapter 2260. To initiate the process, Seller will submit written notice, as required by subchapter B of Chapter 2260, to UTMB in accordance with the notice provisions in this Agreement. Seller's notice will specifically state that the provisions of subchapter B of Chapter 2260 are being invoked, the date and nature of the event giving rise to the claim, the specific Agreement provision that UTMB allegedly breached, the amount of damages Seller seeks, and the method used to calculate the damages. Compliance by Seller with subchapter B of Chapter 2260 is a required prerequisite to Seller's filing of a contested case proceeding under subchapter C of Chapter 2260. The chief business officer of UTMB, or another officer of UTMB as may be designated from time to time by UTMB by written notice to Seller in accordance with the notice provisions in this Agreement, will examine Seller's claim and any counterclaim and negotiate with Seller in an effort to resolve the claims.

2. If the parties are unable to resolve their disputes under subsection (A)(1), the contested case process provided in subchapter C of Chapter 2260 is Seller's sole and exclusive process for seeking a remedy for any and all of Seller's claims for breach of this Agreement by UTMB.
 3. Compliance with the contested case process provided in subchapter C of Chapter 2260 is a required prerequisite to seeking consent to sue from the Legislature under Chapter 107, *Texas Civil Practices and Remedies Code*. The parties hereto specifically agree that (i) neither the execution of this Agreement by UTMB nor any other conduct, action or inaction of any representative of UTMB relating to this Agreement constitutes or is intended to constitute a waiver of UTMB's or the state's sovereign immunity to suit and (ii) UTMB has not waived its right to seek redress in the courts.
- B. The submission, processing and resolution of Seller's claim is governed by the published rules adopted by the Texas Attorney General pursuant to Chapter 2260, as currently effective, thereafter enacted or subsequently amended.
- C. UTMB and Seller agree that any periods set forth in this Agreement for notice and cure of defaults are not waived.

C.34 Acknowledgment of HIPAA Obligation and Other Regulations Implementing the Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. §1320(d) ("HIPAA"))

To the extent Seller comes into contact with information considered Individually Identifiable Health Information as defined by 42 U.S.C. §1320(d), Protected Health Information or Electronic Protected Health Information (collectively known as "Protected Information") as regulated by the Department of Health and Human Services (DHHS) through the adoption of standards, 45 CFR Parts 160 and 164 (Privacy Rule) and 45 CFR Parts 160, 162 and 164 (Security Rule), collectively referred to as "the HIPAA Rules," Seller agrees to keep private and to secure any information considered Protected Information in accordance with federal law.

- A. Seller agrees to only use and disclose Protected Information as required to perform the services outlined in this Agreement. Seller may use and disclose Protected Information for the proper management and administration of the Seller's operations and for data aggregation services to the extent permitted by the HIPAA Rules.
- B. Seller will not use or further disclose Protected Information other than as permitted or required under this Agreement or as required by law.
- C. Seller will use appropriate safeguards to prevent the use or disclosure of Protected Information for any reason other than as provided by this Agreement. Seller shall implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic Protected Information that it creates, receives, maintains or transmits on behalf of UTMB.
- D. Seller agrees to promptly notify UTMB of any use or disclosure of Protected Information not provided for in this Agreement of which it becomes aware. Contactor shall report to UTMB any instances, including security incidents, of which it is aware in which Protected Information is used or disclosed for a purpose that is not otherwise provided for in this Agreement or for a purpose not expressly permitted by the HIPAA Rules.
- E. Seller shall require any agents or subcontractors who receive Protected Information to be bound by the same restrictions and conditions outlined in this Agreement. Additionally, Seller shall ensure that any agent, including a subcontractor, agrees to implement

reasonable and appropriate safeguards to protect the confidentiality, integrity and availability of electronic Protected Information that Seller creates, receives, maintains, or transmits on behalf of UTMB.

- F. To the extent it is determined Seller maintains a Designated Record Set, Seller agrees to follow 45 CFR §164.524 (Access of Individuals to PHI), 164.526 (Amendment of PHI) and 164.528 (Accounting of Disclosures of PHI) of the HIPAA Privacy Rules.
- G. Seller agrees to make its internal practices, books, and records relating to the use and disclosure of PHI received from UTMB available to the Secretary of Health and Human Services or the Secretary's designee for purposes of determining UTMB's compliance with the HIPAA Privacy Regulations.
- H. After completion and/or termination of this Agreement, Seller agrees to return or destroy all Protected Information, if feasible, and, if not feasible, Seller agrees to continue to protect the Protected Information from wrongful uses and disclosures.
- I. Seller understands that UTMB may terminate this Agreement immediately if UTMB determines Seller violated a material term of this Agreement and Seller's actions are not successful in remedying the breach. If termination is not feasible UTMB may report the problem to the Secretary of Health and Human Services.
- J. Seller may use and disclose de-identified Protected Information if UTMB approves of the use of de-identified Protected Information and the Protected Information is de-identified in compliance with the HIPAA Rules.
- K. Seller shall ensure that all uses and disclosures of Protected Information are subject to the principle of "minimum necessary use and disclosure," i.e., that only Protected Information that is the minimum necessary to accomplish the intended purpose of the use, or disclosure is used or disclosed.

C.35 Undocumented Workers

The *Immigration and Nationality Act* (8 United States Code 1324a) ("Immigration Act") makes it unlawful for an employer to hire or continue employment of undocumented workers. The United States Immigration and Customs Enforcement Service has established the Form I-9 Employment Eligibility Verification Form ("I-9 Form") as the document to be used for employment eligibility verification (8 Code of Federal Regulations 274a). Among other things, Seller is required to: (1) have all employees complete and sign the I-9 Form certifying that they are eligible for employment; (2) examine verification documents required by the I-9 Form to be presented by the employee and ensure the documents appear to be genuine and related to the individual; (3) record information about the documents on the I-9 Form, and complete the certification portion of the I-9 Form; and (4) retain the I-9 Form as required by law. It is illegal to discriminate against any individual (other than a citizen of another country who is not authorized to work in the United States) in hiring, discharging, or recruiting because of that individual's national origin or citizenship status. If Seller employs unauthorized workers during performance of this Agreement in violation of the Immigration Act then, in addition to other remedies or penalties prescribed by law, UTMB may terminate this Agreement in accordance with Section VIII. Seller represents and warrants that it is in compliance with and agrees that it will remain in compliance with the provisions of the Immigration Act.

CONTRACT PRISON / JAIL / STATE SCHOOL / HALFWAY HOUSE LOCATIONS

Note: Check box for Seller's intended service areas.



County	Unit Name	Agency	Address / Location	City	Zip Code	Seller's Service Area ✓
Anderson	BETO	TDCJ	South of Tennessee Colony on FM 645	Tennessee Colony	75880	
Anderson	COFFIELD	TDCJ	Rt. 1 Box 150 (South on FM 2054)	Tennessee Colony	75884	
Anderson	GURNEY	TDCJ	South of Tennessee Colony on FM 645	Tennessee Colony	75861	
Anderson	MICHAEL	TDCJ	South of Tennessee Colony on FM 2054	Tennessee Colony	75886	
Anderson	POWLEDGE	TDCJ	1400 FM 3452	Palestine	75803	
Angelina	DIBOLL	TDCJ	1604 South First Street	Diboll	75941	
Angelina	DUNCAN	TDCJ	1502 South First Street	Diboll	75941	
Bee	GARZA EAST	TDCJ	4304 Hwy 202	Beeville	78102	
Bee	GARZA WEST	TDCJ	4250 Hwy 202	Beeville	78102	
Bee	MCCONNELL	TDCJ	3001 South Emily Drive	Beeville	78102	
Bexar	AYRES HOUSE	TYC	5806 Culebra	San Antonio	78228	
Bexar	DOMINGUEZ	TDCJ	6535 Cagnon Road	San Antonio	78252	
Bowie	TELFORD	TDCJ	Hwy 98 (South of IH-30)	New Boston	75570	
Brazoria	BRAZORIA COUNTY JAIL	BCJ	3602 County Road 45	Angleton	77515	
Brazoria	CLEMENS	TDCJ	11034 Hwy 36	Brazoria	77422	
Brazoria	DARRINGTON	TDCJ	59 Darrington Road	Rosharon	77583	
Brazoria	RAMSEY	TDCJ	1100 FM 655	Rosharon	77583	
Brazoria	SCOTT	TDCJ	6999 Retrieve	Angleton	77515	
Brazoria	STRINGFELLOW	TDCJ	1200 FM 655	Rosharon	77583	
Brazoria	TERRELL	TDCJ	1300 FM 655	Rosharon	77583	
Brazos	HAMILTON	TDCJ	200 Lee Morrison Lane	Bryan	77807	
Brown	RON JACKSON STATE JUVENILE	TYC	800 FM 3254 Old Bangs Road	Brownwood	76804	
Burnet	HALBERT	TDCJ	800 Ellen Halbert Drive (Hwy 281 South)	Burnet	78611	
Caldwell	LOCKHART	TDCJ	1400 Industrial Blvd.	Lockhart	78644	
Cameron	EDNA TAMAYO HOUSE	TYC	1438 North 77 Sunshine Strip	Harlingen	78550	

County	Unit Name	Agency	Address / Location	City	Zip Code	Seller's Service Area ✓
Cherokee	HODGE	TDCJ	379 FM 2972	Rusk	75785	
Cherokee	SKYVIEW	TDCJ	FM 2972 (West of Hwy 69)	Rusk	75785	
Cooke	GAINESVILLE STATE SCHOOL	TYC	1379 FM 678	Gainesville	76240	
Coryell	GATESVILLE	TDCJ	1401 State School Road (Hwy 36)	Gatesville	76599	
Coryell	HILLTOP	TDCJ	1500 State School Road (Hwy 36)	Gatesville	76598	
Coryell	HUGHES	TDCJ	Rt. 2 Box 4400 (FM 929)	Gatesville	76597	
Coryell	MOUNTAIN VIEW	TDCJ	2305 Ransom Road	Gatesville	76528	
Coryell	MURRAY	TDCJ	1916 North Hwy 36 Bypass	Gatesville	76596	
Coryell	WOODMAN	TDCJ	1210 Coryell City Road	Gatesville	76528	
Dallas	COTTRELL HOUSE	TYC	7929 Military Parkway	Dallas	75227	
Dallas	DAWSON	TDCJ	106 West Commerce Street	Dallas	75207	
Dallas	HUTCHINS	TDCJ	1500 East Langdon Road	Dallas	75241	
Denton	MCFADDEN RANCH	TYC	3505 North Haynes Road	Roanoke	76262	
DeWitt	STEVENSON	TDCJ	1525 FM 766	Cuero	77954	
Duvall	GLOSSBRENNER	TDCJ	5100 South FM 1329	San Diego	78384	
El Paso	SCHAEFFER HOUSE	TYC	12451 Denim Road	El Paso	79938	
Falls	HOBBY	TDCJ	742 FM 712	Marlin	76661	
Falls	MARLIN	TDCJ	2893 State Hwy 6	Marlin	76661	
Fannin	COLE	TDCJ	3801 Silo Road	Bonham	75418	
Fannin	MOORE, C.	TDCJ	1700 North FM 87	Bonham	75418	
Fort Bend	CENTRAL	TDCJ	One Circle Drive	Sugar Land	77478	
Fort Bend	JESTER I	TDCJ	East of Richmond on Hwy 90A	Richmond	77469	
Fort Bend	JESTER III	TDCJ	East of Richmond on Hwy 90A	Richmond	77469	
Fort Bend	JESTER IV	TDCJ	East of Richmond on Hwy 90A	Richmond	77469	
Fort Bend	VANCE	TDCJ	Hwy 90A (East of Richmond)	Richmond	77469	
Freestone	BOYD	TDCJ	Rt. 2 Box 500 (Hwy 84 Spur 113)	Teague	75860	
Frio	BRISCOE	TDCJ	1459 West Hwy 85	Dilley	78017	
Galveston	GALVESTON COUNTY JAIL	GCJ	5700 Avenue H	Galveston	77552	

County	Unit Name	Agency	Address / Location	City	Zip Code	Seller's Service Area ✓
Galveston	HOSPITAL GALVESTON	TDCJ	701 Harborside Drive	Galveston	77555	
Galveston	YOUNG	TDCJ	Rt 4 Box 1174 (North on Attwater Ave.)	Dickinson	77539	
Grimes	LUTHER	TDCJ	1800 Luther Drive (FM 2)	Navasota	77868	
Grimes	PACK	TDCJ	2400 Wallace Pack Road	Navasota	77869	
Harris	KEGANS	TDCJ	707 Top Street	Houston	77002	
Harris	LYCHNER	TDCJ	2350 Atascocita Road	Humble	77396	
Hays	KYLE	TDCJ	23001 IH-35 (North of San Marcos)	Kyle	78640	
Hidalgo	BETO HOUSE	TYC	4513 West Business Hwy 83	McAllen	78501	
Hidalgo	EVINS REGIONAL JUVENILE CENTER	TYC	3801 East Monte Cristo Road	Edinburg	78541	
Hidalgo	LOPEZ	TDCJ	1203 El Cibolo Road	Edinburg	78541	
Hidalgo	SEGOVIA	TDCJ	1201 East Cibolo Road	Edinburg	78541	
Houston	CROCKETT STATE SCHOOL	TYC	1701 SW Loop 304	Crockett	75835	
Houston	EASTHAM	TDCJ	FM 230 (West of Trinity)	Lovelady	75851	
Jack	LINDSEY	TDCJ	1620 Old Post Oak Road	Jacksboro	76458	
Jasper	GOODMAN	TDCJ	Rt. 1 Box 273 (Hwy 190)	Jasper	75951	
Jefferson	AL PRICE STATE JUVENILE FACILITY	TYC	3890 FM 3514	Beaumont	77705	
Jefferson	FEDERAL CORR. INST. - LOW	FBOP	5560 Knauth Road	Beaumont	77705	
Jefferson	FEDERAL CORR. INST. - MEDIUM	FBOP	5830 Knauth Road	Beaumont	77705	
Jefferson	FEDERAL U. S. PENITENTIARY (W/CAMP)	FBOP	6200 Knauth Road	Beaumont	77705	
Jefferson	GIST	TDCJ	3295 FM 3514	Beaumont	77705	
Jefferson	LEBLANC	TDCJ	3695 FM 3514	Beaumont	77705	
Jefferson	STILES	TDCJ	3060 FM 3514	Beaumont	77705	
Johnson	ESTES	TDCJ	1100 Hwy 1807	Venus	76084	
Karnes	CONNALLY	TDCJ	899 FM 632	Kenedy	78119	
LaSalle	COTULLA	TDCJ	610 FM 624	Cotulla	78014	

County	Unit Name	Agency	Address / Location	City	Zip Code	Seller's Service Area ✓
Lee	GIDDINGS STATE SCHOOL	TYC	2261 James Turman Road	Giddings	78942	
Liberty	CLEVELAND	TDCJ	901 East Fifth Street	Cleveland	77328	
Liberty	HENLEY	TDCJ	7581 Hwy 321	Dayton	77535	
Liberty	HIGHTOWER	TDCJ	902 FM 686	Dayton	77535	
Liberty	PLANE	TDCJ	904 FM 686	Dayton	77535	
Madison	FERGUSON	TDCJ	12120 Savage Drive (FM 247)	Midway	75852	
McLennan	MCCLENNAN COUNTY STATE JUVENILE	TYC	116 Burleson Road	Mart	76664	
Medina	NEY	TDCJ	114 Private Road 4303 (Co. Rd. 424)	Hondo	78661	
Medina	TORRES	TDCJ	125 Private Road 4303 (Hwy 90)	Hondo	78661	
Navarro	CORSICANA RESIDENTIAL TREATMENT	TYC	4000 West 2nd Avenue	Corsicana	75110	
Nueces	YORK HOUSE	TYC	422 South Enterprise Parkway	Corpus Christi	78405	
Polk	POLUNSKY	TDCJ	3872 FM 350 South	Livingston	77351	
Rusk	BRADSHAW	TDCJ	3900 West Loop 571 North	Henderson	75653	
Rusk	MOORE, B.	TDCJ	8500 North FM 3053	Overton	75684	
San Saba	SAN SABA	TDCJ	206 S. Wallace Creek Road	San Saba	76877	
Tarrant	WILLOUGHBY HOUSE	TYC	8100 West Elizabeth Lane	Fort Worth	76116	
Travis	TRAVIS COUNTY	TDCJ	8101 FM 969	Austin	78724	
Travis	TURMAN HOUSE	TYC	7308 Cameron Road	Austin	78761	
Tyler	LEWIS	TDCJ	Hwy 190 East to FM 3497	Woodville	75990	
Walker	BYRD	TDCJ	21 FM 247	Huntsville	77320	✓
Walker	ELLIS	TDCJ	1697 FM 980	Huntsville	77343	✓
Walker	ESTELLE	TDCJ	264 FM 3478	Huntsville	77320	✓
Walker	GOREE	TDCJ	7405 Hwy 75 South	Huntsville	77344	✓
Walker	HOLLIDAY	TDCJ	295 IH-45 North (North of Hwy 30)	Huntsville	77320	✓
Walker	HUNTSVILLE	TDCJ	815 12th Street	Huntsville	77348	✓

County	Unit Name	Agency	Address / Location	City	Zip Code	Seller's Service Area ✓
Walker	WYNNE	TDCJ	FM 2821 (Hwy 75 North)	Huntsville	77340	✓
Ward	WEST TEXAS STATE SCHOOL	TYC	Interstate 20	Pyote	79777	
Wilbarger	VICTORY FIELD CORRECTIONAL ACADEMY	TYC	8407 FM 433 West	Vernon	76384	
Willacy	WILLACY COUNTY	TDCJ	1695 South Buffalo Drive	Raymondville	78580	
Williamson	BARTLETT	TDCJ	1018 Arnold Drive	Bartlett	76511	
Wise	BRIDGEPORT	TDCJ	4000 North Tenth Street	Bridgeport	76426	
Wood	JOHNSTON	TDCJ	703 Airport Road (FM 3530 East)	Winnsboro	75494	

Agency Abbreviations:

TDCJ	Texas Department of Criminal Justice
TYC	Texas Youth Commission
FBOP	Federal Bureau of Prisons
BCJ	Brazoria County Jail
GCJ	Galveston County Jail

EXHIBIT E

MEDICARE AMBULANCE FEE SCHEDULE

Medicare Ambulance Fee Schedule
CY 2008 (July 1 update)
URBAN BASE RATES & MILEAGE

Code	Description	MSA/Region							
		09 Brazoria	11 Dallas	15 Galveston	18 Harris	20 Jefferson	28 Tarrant	31 Travis	99 All Other
A0425	Ground Mileage	\$ 6.55	\$ 6.55	\$ 6.55	\$ 6.55	\$ 6.55	\$ 6.55	\$ 6.55	\$ 6.55
A0426	ALS Non-Emergency Transport	\$ 240.47	\$ 256.44	\$ 242.93	\$ 250.83	\$ 227.49	\$ 245.56	\$ 253.46	\$ 228.15
A0427	ALS Emergency Transport	\$ 380.75	\$ 406.03	\$ 384.64	\$ 397.14	\$ 360.19	\$ 388.81	\$ 401.31	\$ 361.30
A0428	BLS Non-Emergency Transport	\$ 200.40	\$ 213.70	\$ 202.44	\$ 209.02	\$ 189.58	\$ 204.64	\$ 211.22	\$ 190.16
A0429	BLS Emergency Transport	\$ 320.63	\$ 341.92	\$ 323.91	\$ 334.43	\$ 303.32	\$ 327.42	\$ 337.94	\$ 304.26
A0430	Air Transport/1 way - Fixed Wing	\$ 2,631.08	\$ 2,754.37	\$ 2,650.05	\$ 2,711.01	\$ 2,530.82	\$ 2,670.37	\$ 2,731.34	\$ 2,536.24
A0431	Air Transport/1 way - Rotary Wing	\$ 3,059.01	\$ 3,202.35	\$ 3,081.06	\$ 3,151.95	\$ 2,942.45	\$ 3,104.69	\$ 3,175.57	\$ 2,948.75
A0432	Paramedic Intercept - Rural	\$ 350.69	\$ 373.98	\$ 354.27	\$ 365.79	\$ 331.76	\$ 358.11	\$ 369.63	\$ 332.70
A0433	Advanced Life Support - Level 2	\$ 551.09	\$ 587.68	\$ 556.72	\$ 574.81	\$ 521.33	\$ 562.75	\$ 580.84	\$ 522.94
A0434	Specialty Care Transport	\$ 651.28	\$ 694.53	\$ 657.94	\$ 679.32	\$ 616.12	\$ 665.07	\$ 686.45	\$ 618.02
A0435	Air Mileage - Fixed Wing	\$ 7.69	\$ 7.69	\$ 7.69	\$ 7.69	\$ 7.69	\$ 7.69	\$ 7.69	\$ 7.69
A0436	Air Mileage - Rotary Wing	\$ 20.50	\$ 20.50	\$ 20.50	\$ 20.50	\$ 20.50	\$ 20.50	\$ 20.50	\$ 20.50

Exhibit F (Added by Walker County)

For all 911 dispatched calls in Walker County, when response is made by Huntsville-Walker County Emergency Medical Services, the following rate supersedes all other exhibits and calculations made in this contract. The base rates and mileage rates are set by Walker County Commissioners' Court and reviewed yearly

Description	HCPCS	Walker County Rate	UTMB Rate
Ground Mileage	A0425	\$12.00	\$ 10.00
ALS Non-Emergency Transport	A0426	\$700.00	\$ 600.00
ALS Emergency Transport	A0427	\$800.00	\$ 700.00
BLS Non-Emergency Transport	A0428	\$450.00	\$ 450.00
BLS Emergency Transport	A0429	\$450.00	\$ 450.00
Advanced Life Support - Level 2	A0433	\$800.00	\$ 700.00
Specialty Care Transport	A0434	\$850.00	\$ 800.00



Working together to work wonders.

301 University Boulevard
Galveston, Texas 77555-0905

Supply Chain/Purchasing

ELECTRONICALLY TRANSMITTED

June 11, 2015

Huntsville-Walker County EMS
Attn: John Nabors
1619 Hwy. 30 East
Huntsville, TX 77340
spegoda@co.walker.tx.us

Re: UTMB Contract P-09-00385
Ambulance Transportation Services for CMC
Expiration: July 7, 2015

Dear Mr. Nabors:

UTMB would like to request an extension of the above referenced contract for a period to end August 31, 2015. This extension period shall be governed by the specifications, pricing and the terms and conditions set forth per the above referenced Contract.

Please acknowledge your acceptance of this extension by signing this document in the space below and returning to crevans@utmb.edu.

Please feel free to contact me if you have questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Cheryl Evans".

Cheryl Evans
Senior Team Lead
Clinical and Research Contracts
281-338-7508

Huntsville-Walker County EMS

Print Name

Title and Date

**FIRST AMENDMENT TO THE AGREEMENT FOR AMBULANCE TRANSPORTATION
SERVICES BETWEEN THE UNIVERSITY OF TEXAS MEDICAL BRANCH**

**AND
Huntsville-Walker County EMS**

P-09-00385

This First Amendment of Ambulance Transportation Services ("Amendment") is made and entered into by and between The University of Texas Medical Branch at Galveston ("UTMB"), an institution of The University of Texas System and agency of the State of Texas, for and on behalf of its Correctional Managed Care Department, and Huntsville-Walker County EMS, July 8, 2009, regardless of the date of execution.

WHEREAS, UTMB and Huntsville-Walker County EMS (the "parties") entered into that certain Ambulance Transportation Services ("Agreement"), effective July 8, 2009, wherein Ambulance Transportation Services as more particularly described in the Agreement; and

WHEREAS, the parties now wish to enter into this Amendment to: (a) extend the term of the Agreement for an additional twelve (12) months; (b) Change the Medicare Reimbursement Rates listed on Exhibit B - Payment Schedule; and (c) ratify the terms of the Agreement as provided herein;

NOW THEREFORE, for the consideration expressed herein, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. The term of the Agreement is extended for an additional twelve (12) month period commencing July 8, 2014 and ending July 7, 2015 ("Amendment Term"), unless sooner terminated by either party as provided in the Agreement. UTMB and Huntsville-Walker County EMS agree that execution of this Amendment by both parties is effective to extend the term of the Agreement, and any other conditions for extension or termination contained in the Agreement are hereby waived for the purpose of effecting this Amendment or terminating this Amendment Term. Any additional extensions of the term shall be governed by the provisions of the Agreement.

2. **Change to Exhibit B - Payment Schedule, B.3 Reimbursement Rate(s):**

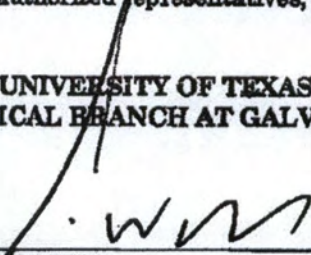
The Reimbursement Rates in Section B.3 is hereby changed to reflect a reimbursement rate of 100% of Medicare Ambulance Fee Schedule Effective May 1, 2014 for each of the following: Ground Transports: Service Level: Basic Life Support (BLS), Advanced Life Support (ALS), Advanced Life Support - Level 2, Specialty Care Transport and Mileage (Loaded).

3. **RATIFICATION AND DEFINED TERMS.** Except as modified by this Amendment, the Agreement shall continue in full force and effect. The parties each hereby ratify, affirm, and agree that the Agreement, as herein modified, represents the valid, binding, and enforceable obligations of UTMB and Huntsville-Walker County EMS, respectively. In the event of any conflict or inconsistency between the provisions of the Agreement and this Amendment, the provisions of this Amendment shall control and govern. Except as otherwise defined in this Amendment, each of the terms used herein shall have the same meaning assigned to such terms in the Agreement.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed by their authorized representatives, effective as of the year and date first above written.

THE UNIVERSITY OF TEXAS
MEDICAL BRANCH AT GALVESTON

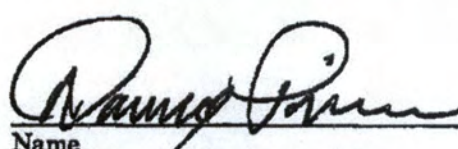
Huntsville-Walker County EMS



Name Eric Williams
Title Director of Purchasing

9-30-14

Date



Name
Title County Judge

June 18, 2014

Date

BUSINESS ASSOCIATE AGREEMENT

P-09-00385

This Business Associate Agreement (the "Agreement"), is made by and between Business Associate and Covered Entity (collectively the "Parties") to comply with privacy standards adopted by the U.S. Department of Health and Human Services as they may be amended from time to time, 45 C.F.R. parts 160 and 164 ("the Privacy Rule") and security standards adopted by the U.S. Department of Health and Human Services as they may be amended from time to time, 45 C.F.R. parts 160, 162 and 164, ("the Security Rule"), and the Health Information Technology for Economic and Clinical Health (HITECH) Act, Title XIII of Division A and Title IV of Division B of the American Recovery and Reinvestment Act of 2009 and regulations promulgated there under and any applicable state confidentiality laws.

RECITALS

WHEREAS, Business Associate provides **Ambulance Transportation** ("Services") on behalf of Covered Entity;

WHEREAS, in connection with these Services, Covered Entity discloses to Business Associate certain PHI that is subject to protection under the HIPAA Rules; and

WHEREAS, the HIPAA Rules requires that Covered Entity receive adequate assurances that Business Associate will comply with certain obligations with respect to the PHI received in the course of providing Services to or on behalf of Covered Entity.

NOW THEREFORE, in consideration of the mutual promises and covenants herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

- A. Definitions. Terms used herein, but not otherwise defined, shall have meaning ascribed by the Privacy Rule and the Security Rule.
1. Breach. "Breach" shall mean the unauthorized acquisition, access, use, or disclosure of protected health information which compromises the security or privacy of such information, except where an unauthorized person to whom such information is disclosed would not reasonably have been able to retain such information.
 2. Business Associate. "Business Associate" shall mean Huntsville-Walker County EMS.
 3. Covered Entity. "Covered Entity" shall mean The University of Texas Medical Branch at Galveston (UTMB).
 4. Designated Record Set. "Designated Record Set" shall mean a group of records maintained by or for a covered entity, as defined by HIPAA, that is: (i) the medical records and billing records about Individuals maintained by or for a covered health care provider; (ii) the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan; or (iii) used, in whole or in part, by or for the covered entity to make decisions about Individuals. For purposes of this definition, the term "record" means any item, collection, or grouping of information that includes PHI and is maintained, collected, used, or disseminated by or for a covered entity.
 5. HIPAA Rules. The Privacy Rule and the Security Rule and amendments codified and promulgated by the HITECH Act are referred to collectively herein as "HIPAA Rules."
 6. Individual. "Individual" shall mean the person who is the subject of the protected health information.
 7. Protected Health Information ("PHI"). "Protected Health Information" or PHI shall mean individually identifiable health information that is transmitted or maintained in any form or medium.

8. Required by Law. "Required by Law" shall mean a mandate contained in law that compels a use or disclosure of PHI.
 9. Secretary. "Secretary" shall mean the Secretary of the Department of Health and Human Services or his or her Designee.
 10. Sensitive Personal Information. "Sensitive Personal Information" shall mean an individual's first name or first initial and last name in combination with any one or more of the following items, if the name and the items are not encrypted: a) social security number; driver's license number or government-issued identification number; or account number or credit or debit card number in combination with any required security code, access code, or password that would permit access to an individual's financial account; or b) information that identifies an individual and relates to: the physical or mental health or condition of the individual; the provision of health care to the individual; or payment for the provision of health care to the individual.
 11. Unsecured PHI. "Unsecured PHI" shall mean PHI that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary in the guidance issued under section 13402(h)(2) of Public Law 111-5 on the HHS Web site.
- B. Obligations of Business Associate. Business Associate agrees to comply with applicable federal and state confidentiality and security laws, specifically the provisions of the HIPAA Rules applicable to business associates, including:
1. Use and Disclosure of PHI. Except as otherwise permitted by this Agreement or applicable law, Business Associate shall not use or disclose PHI except as necessary to provide Services described above to or on behalf of Covered Entity, and shall not use or disclose PHI that would violate the HIPAA Rules if used or disclosed by Covered Entity. Provided, however, Business Associate may use and disclose PHI as necessary for the proper management and administration of Business Associate, or to carry out its legal responsibilities. In such cases, Business Associate shall:
 - a. Provide information and training to members of its workforce who use or disclose PHI regarding the confidentiality requirements of the HIPAA Rules and this Agreement;
 - b. Obtain reasonable assurances from the person or entity to whom the PHI is disclosed that:
 1. the PHI will be held confidential and further used and disclosed only as Required by Law or for the purpose for which it was disclosed to the person or entity; and
 2. the person or entity will notify Business Associate of any instances of which the person is aware the confidentiality of the PHI has been breached; and
 - c. Agree to notify the Privacy Officer of Covered Entity of any instances of which it is aware PHI was used or disclosed for a purpose that is not otherwise provided for in this Agreement or for a purpose not expressly permitted by the HIPAA Rules.
 2. Data Aggregation. In the event that Business Associate works for more than one Covered Entity, Business Associate is permitted to use and disclose PHI for data aggregation purposes, however, only in order to analyze data for permitted health care operations, and only to the extent that such use is permitted under the HIPAA Rules.
 3. De-identified Information. The Business Associate may use and disclose de-identified PHI if written approval from the Covered Entity is obtained, and the PHI is de-identified in compliance with the HIPAA Rules. Moreover, Business Associate shall review and comply with the requirements defined under Section C. of this Agreement.
 4. Safeguards.

- a. Business Associate shall maintain appropriate safeguards to ensure that PHI is not used or disclosed other than as provided by this Agreement or as Required by Law. Business Associate shall implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of any electronic PHI it creates, receives, maintains, or transmits on behalf of Covered Entity.
 - b. Business Associate shall assure that all PHI be secured when accessed by Business Associate's employees, agents or subcontractors. Any access to PHI by Business Associate's employees, agents or subcontractor shall be limited to legitimate business needs while working with PHI. Any personnel changes by Business Associate, eliminating the legitimate business needs for employees, agents or contractors access to PHI—either by revision of duties or termination—shall be immediately reported to Covered Entity. Such reporting shall be made no later than the third business day after the personnel change becomes effective.
5. Minimum Necessary. Business Associate shall ensure that all uses and disclosures of PHI are subject to the principle of "minimum necessary use and disclosure," i.e., that only PHI that is the minimum necessary to accomplish the intended purpose of the use, disclosure, or request is used or disclosed.
6. Disclosure to Agents and Subcontractors. If Business Associate discloses PHI received from Covered Entity to agents, including a subcontractor, Business Associate shall require the agent or subcontractor to agree to the same restrictions and conditions as apply to Business Associate under this Agreement. Business Associate shall ensure that any agent, including a subcontractor, agrees to implement reasonable and appropriate safeguards to protect the confidentiality, integrity, and availability of the electronic PHI that it creates, receives, maintains, or transmits on behalf of the Covered Entity. Business Associate shall be liable to Covered Entity for any acts, failures or omissions of the agent or subcontractor in providing the Services as if they were Business Associate's own acts, failures or omissions, to the extent permitted by law. Business Associate further expressly warrants that its agents or subcontractors will be specifically advised of, and will comply in all respects with, the terms of this Agreement.
7. Individual Rights Regarding Designated Record Sets. If Business Associate maintains a Designated Record Set on behalf of Covered Entity, Business Associate agrees as follows:
 - a. Business Associate agrees, if it maintains PHI in a Designated Record Set, it will permit an Individual to inspect or copy PHI at the request and direction of Covered Entity to meet the requirements of 45 C.F.R. § 164.524. If the PHI is in electronic format, the Individual shall have a right to obtain a copy of such information in electronic format and, if the Individual chooses, to direct that an electronic copy be transmitted directly to an entity or person designated by the individual in accordance with HITECH Section 13405(c).
 - b. Business Associate agrees, if it maintains PHI in a Designated Record Set, to make amendments to PHI at the request and direction of Covered Entity to meet the requirements of 45 C.F.R. 164.526.
 - c. Business Associate agrees, if it maintains PHI in a Designated Record Set, to maintain the required documentation to provide an accounting of disclosures of PHI at the request and direction of Covered Entity to meet the requirements of 45 C.F.R. § 164.528 and HITECH Sub Title D Title IV Section 13405(c).
8. Internal Practices, Policies and Procedures. Business Associate agrees to make internal practices, books, and records, relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate on behalf of, Covered Entity available to the Covered Entity, or to the Secretary or its designee for purposes determining Covered Entity's compliance with the HIPAA Rules.

9. Withdrawal of Authorization. If the use or disclosure of PHI in this Agreement is based upon an Individual's specific authorization for the use or disclosure of his or her PHI, and the Individual revokes such authorization, the effective date of such authorization has expired, or such authorization is found to be defective in any manner that renders it invalid, Business Associate shall, if it has notice of such revocation, expiration, or invalidity, cease the use and disclosure of the Individual's PHI except to the extent it has relied on such use or disclosure, or if an exception under the HIPAA Rules expressly applies.
10. Knowledge of HIPAA Rules. Business Associate agrees to review and understand the HIPAA Rules as it applies to Business Associate, and to comply with the applicable requirements of the HIPAA Rule, as well as any applicable amendments.
11. Information Breach Notification for PHI. Business Associate expressly recognizes that Covered Entity has certain reporting and disclosure obligations to the Secretary and the Individual in case of a security breach of unsecured PHI. Where Business Associate accesses, maintains, retains, modifies, records, stores, destroys, or otherwise holds, uses, or discloses unsecured PHI, Business Associate without unreasonable delay and in no case later than five (5) calendar days following the discovery of a breach of such information, shall notify Covered Entity of such breach. Initial notification of the breach does not need to be in compliance with Sub Title D Title IV Section 13402 of the HITECH Act; however, Business Associate must provide Covered Entity with all information necessary for Covered Entity to comply with Sub Title D Title IV Section 13402 of the HITECH Act without reasonable delay, and in no case later than 45 days following the discovery of the breach. Business Associate shall be liable for the costs associated with such breach if caused by the Business Associate's negligent or willful acts or omissions, or the negligent or willful acts or omissions of Business Associate's agents, officers, employees or subcontractors. Business Associate's duty to notify Covered Entity of any breach does not permit Business Associate to notify those individuals whose PHI has been breached by Business Associate without the express written permission of Covered Entity to do so. Any and all notification to those individuals whose PHI has been breached shall be made under the direction, review and control of Covered Entity.
12. Information Breach Notification for Other Sensitive Personal Information. In addition to the reporting required under Section B.11, Business Associate shall notify Covered Entity of any breach of computerized sensitive personal information to assure Covered Entity's compliance with the notification requirements of Title 11, Subtitle B, Chapter 521, Subchapter A, Section 521.053, Texas Business & Commerce Code. Accordingly, Business Associate shall be liable for all costs associated with any breach caused by Business Associate's negligent or willful acts or omissions, or those negligent or willful acts or omissions of Business Associate's agents, officers, employees or subcontractors.
13. Identity Theft Prevention Program. If in providing services to the Covered Entity patients, Business Associate regularly extends, renews or continues credit to patients or regularly allows patients to defer payment for services including setting up payment plans in connection with covered accounts (as that term is defined at 16 C.F.R. 681.2(b)(3)), the Business Associate shall comply with the Federal Trade Commission's "Red Flag" Rules by developing and implementing a written identity theft prevention program designed to identify, detect, mitigate and respond to suspicious activities (red flags) that could indicate identity theft has occurred.
14. Notice. Any notice required by Business Associate shall be submitted to Covered Entity as follows:

Immediate Notification:

Information Security Officer: iso@utmb.edu; 409-772-3838

Chief Privacy Officer: cpo@utmb.edu; 409-747-8700

Entire File Related to Notice:

Department of Compliance
UTMB
301 University Blvd.
Route 0198
Galveston, TX 77555-0198

C. Permitted Uses and Disclosures by Business Associates.

Except as otherwise limited in this Agreement, Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this Business Associates Agreement or in a Master Services Agreement, provided that such use or disclosure would not violate the HIPAA Rules if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity. Also, Business Associate may use PHI to report violations of law to appropriate Federal and State authorities, consistent with the HIPAA Rules.

1. Use. Business Associate will not, and will ensure that its directors, officers, employees, contractors and other agents do not, use PHI other than as permitted or required by Business Associate to perform the Services or as required by law, but in no event in any manner that would constitute a violation of the Privacy Standards or Security Standards if used by Covered Entity.
2. Disclosure. Business Associate will not, and will ensure that its directors, officers, employees, contractors, and other agents do not, disclose PHI other than as permitted pursuant to this arrangement or as required by law, but in no event disclose PHI in any manner that would constitute a violation of the Privacy Standards or Security Standards if disclosed by Covered Entity.
3. Business Associate acknowledges and agrees that Covered Entity owns all right, title, and interest in and to all PHI, and that such right, title, and interest will be vested in Covered Entity. Neither Business Associate nor any of its employees, agents, consultants or assigns will have any rights in any of the PHI, or right to use the PHI in any form including, but not limited to, stripped or aggregated information, or statistical information derived from or in connection with the PHI, except as expressly set forth above. Business Associate represents, warrants, and covenants that it will not compile and/or distribute analyses to third parties using any PHI without Covered Entity's express written consent.

D. Application of Security and Privacy Provisions to Business Associate.

1. Security Measures. Sections 164.308, 164.310, 164.312 and 164.316 of Title 45 of the Code of Regulations dealing with the administrative, physical and technical safeguards as well as policies, procedures and documentation requirements that apply to Covered Entity shall in the same manner apply to Business Associate. Any additional security requirements contained Sub Title D of Title IV of the HITECH Act that apply to Covered Entity shall also apply to Business Associate. Pursuant to the foregoing requirements in this section, the Business Associate will implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic PHI that it creates, has access to, or transmits. Business Associate will also ensure that any agent, including a subcontractor, to whom it provides such information, agrees to implement reasonable and appropriate safeguards to protect such information.
2. Annual Guidance. For the first year beginning after the date of the enactment of the HITECH Act and annually thereafter, the Secretary shall annually issue guidance on the most effective and appropriate technical safeguards for use in carrying out the sections referred to in subsection (a) and the security standards in subpart C of part 164 of title 45, Code of Federal Regulations. Business Associate shall, at their own cost and effort, monitor the issuance of such guidance and comply accordingly.

3. **Privacy Provisions.** The enhanced HIPAA privacy requirements including but not necessarily limited to accounting for certain PHI disclosures for treatment, restrictions on the sale of PHI, restrictions on marketing communications, payment and health care operations contained Subtitle D of the HITECH Act that apply to the Covered entity shall equally apply to the Business Associate.
4. **Application of Civil and Criminal Penalties.** If Business Associate violates any security or privacy provision specified in subparagraphs (1) and (2) above, sections 1176 and 1177 of the Social Security Act (42 U.S.C. 1320d-5, 1320d-6) shall apply to Business Associate with respect to such violation in the same manner that such sections apply to Covered Entity if it violates such provisions.

E. Obligations of Covered Entity. If deemed applicable by Covered Entity, Covered Entity shall:

1. Covered Entity shall notify Business Associate of any limitation(s) in its notice of privacy practices in accordance with 45 CFR 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.
2. Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.
3. Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
4. Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity.

F. Term and Termination.

1. Term. This Agreement shall be effective as of the Effective Date and shall be terminated when all PHI provided to Business Associate by Covered Entity, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity.
2. Termination for Cause. Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
 - a. Provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Agreement, whether it is in the form of a stand alone agreement or an addendum to a Master Services Agreement, if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity;
 - b. Immediately terminate this Agreement whether it is in the form of a stand alone agreement or an addendum to a Master Services Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or
 - c. If neither termination nor cure are feasible, Covered Entity shall report the violation to the Secretary.
3. Effect of Termination. Upon termination of this Agreement for any reason, Business Associate agrees to return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity, maintained by Business Associate in any form. If Business Associate determines that the return or destruction of PHI is not feasible, Business Associate shall inform Covered Entity in writing of the reason thereof, and shall agree to extend the protections of this Agreement to such PHI and limit further uses and disclosures of the PHI to those purposes that make the return or destruction of the PHI not feasible for so long as Business Associate retains the PHI.

G. Miscellaneous.

1. Mitigation. If Business Associate violates this Agreement or either of the HIPAA Rules, Business Associate agrees to mitigate any damage caused by such breach.
2. Rights of Proprietary Information. Covered Entity retains any and all rights to the proprietary information, confidential information, and PHI it releases to Business Associate.
3. Survival. The respective rights and obligations of Business Associate under this Agreement shall survive the termination of this Agreement.
4. Amendments. This Agreement may not be changed or modified in any manner except by an instrument in writing signed by a duly authorized officer of each of the Parties hereto. However, the Parties agree to amend this Agreement from time to time as necessary, in order to allow Covered Entity's to comply with the requirements of the HIPAA Rules.
5. Choice of Law. This Agreement and the rights and the obligations of the Parties hereunder shall be governed by and construed under the laws of the State of Texas, without regard to applicable conflict of laws principles.
6. No Waiver. Failure or delay on the part of either Party to exercise any right, power, privilege or remedy hereunder shall not constitute a waiver thereof. No provision of this Agreement may be waived by either Party except by a writing signed by an authorized representative of the Party making the waiver.
7. Severability. The provisions of this Agreement shall be severable, and if any provision of this Agreement shall be held or declared to be illegal, invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect as though such illegal, invalid or unenforceable provision had not been contained herein.
8. No Third Party Beneficiaries. Nothing in this Agreement shall be considered or construed as conferring any right or benefit on a person not party to this Agreement nor imposing any obligations on either Party hereto to persons not a party to this Agreement.
9. Headings. The descriptive headings of the articles, sections, subsections, exhibits and schedules of this Agreement are inserted for convenience only, do not constitute a part of this Agreement and shall not affect in anyway the meaning or interpretation of this Agreement.
10. Entire Agreement. This Agreement constitutes the entire Agreement between the Parties hereto with respect to the subject matter hereof and supersedes all previous written or oral understandings, agreements, negotiations, commitments, and any other writing and communication by or between the Parties with respect to the subject matter hereof. In the event of any inconsistencies between any provisions of this Agreement in any provisions of the Exhibits, Riders, or amendments, the provisions of this Agreement shall control.
11. Interpretation. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Covered Entity to comply with the HIPAA Rules and any applicable state confidentiality laws. The provisions of this Agreement shall prevail over the provisions of any other agreement that exists between the Parties that may conflict with, or appear inconsistent with, any provision of this Agreement or the HIPAA Rules.
12. Regulatory References. A citation in this Agreement to the Code of Federal Regulations shall mean the cited section as that section may be amended from time to time.
13. Indemnification. To the extent permitted by law, Business Associate agrees to indemnify and hold harmless Covered Entity from and against all claims, demands, liabilities, judgments or causes of action of any nature for any relief, elements of recovery or damages recognized by law (including, without limitation, attorney's fees, defense costs, and equitable relief), for any damage or loss incurred by Covered Entity arising out of, resulting from, or attributable to any acts or omissions

or other conduct of Business Associate or its agents in connection with the performance of Business Associate's or its agents' duties under this Agreement.

IN WITNESS WHEREOF, Business Associate and Covered Entity have executed this Agreement on the 18th day of June, 2014

COVERED ENTITY

By: [Signature]
Name: Carolee A. King, JD
Title: Senior Vice President & General Counsel

Date: 7/10/14

DDM/sd
Content Reviewed

BUSINESS ASSOCIATE

By: [Signature]
Name: Danny Pierce
Title: County Judge

Date: June 18, 2014

EXHIBIT B
PAYMENT SCHEDULE

B.1 General

UTMB uses Federal Medicare reimbursement guidelines for most all contracted healthcare providers – hospitals, physicians, & ambulance services. To that end, the standard reimbursement rates for ambulance providers are contained in the current Medicare Ambulance Fee Schedule, attached hereto as **Exhibit E–Calendar Year 2008 payment rates**. The standard payment consists of (1) a base rate payment – based on level of service provided and (2) payment for mileage. The standard payment covers the transport of the patient to the designated facility and all ancillary items/services associated with the transport; including but not limited to: oxygen, drugs, extra attendants, EKG testing, IV services, and miscellaneous medical supplies. Mileage payment is restricted to the total number of loaded miles only. The base rate payment is region-specific, containing a wage index adjustment applicable to each of the eight different Medicare regions in Texas. The applicable base rate payment applicable is determined by the location of the patient pickup.

The Medicare Ambulance Fee Schedule is updated annually with an effective date of January 1 of each year. When Medicare adjusts its fee schedule, the reimbursement rates will be adjusted accordingly.

B.2 Reimbursement Requirements

- A. Proposed reimbursement rates are all inclusive (Base Rate + Mileage Rate only).
- B. When the emergency needs of a patient require that Ground transport responders must subsequently transfer a patient to an Air Transport provider, the Ground transport responder will be paid a flat rate of \$250 per occurrence. In this special instance, the Standard Base Rate & Mileage payment will not be applicable.
- C. In those circumstances when more than one patient is transported in a single ambulance, Seller will be paid on a prorated basis for the base rate and mileage as specified under Medicare guidelines.
- D. For billing purposes, Seller should submit claims for reimbursement on standard health insurance claim forms – HCFA 1500 or UB-92, as applicable.
- E. All patients will have an Agency Identification Number; for example: TDCJ Inmate ID #. The patient's Agency Identification Number must be referenced on the claim form as the "Insured's ID Number".
- F. For All Non-Emergency Transports, the UTMB-CMC pre-certification number should be referenced on the claim as "Prior Authorization Number." Payment will be denied for non-emergency transports that were not pre-authorized by UTMB-CMC dispatch office.
- G. For additional supporting documentation purposes, the ambulance "Run Sheet/Trip Report" is required for all transports.
- H. For Medical Coding purposes, the current versions of standard medical coding systems (CPT / HCPCS / ICD-9) should be used on all claims to document the service level provided and the patient's medical condition.
- I. The claim filing deadline is six (6) months from the date of service.

- J. For Requests for additional payment or corrected claims, Sellers must make requests to correct payment and/or billing errors within 90 days from the date original claim was paid.
- K. Questions regarding a claim should be directed to the Claims Department at (409) 747-2653.
- L. Submit claims to:

Regular mail:	Overnight / Express Delivery:
UTMB Correctional Managed Care Financial Services – Claims 301 University Blvd. Galveston, Texas 77555-1008	UTMB Correctional Managed Care Financial Services – Claims 2201 Market Street, Suite 910 Galveston, Texas 77550

B.3 Reimbursement Rate(s)

Please check the below to indicate the standard Medicare reimbursement rate is acceptable:

Agree to accept Medicare Ambulance Fee Schedule Reimbursement? (Check here) _____

OR

Seller will bill at the following payment rates at plus (+) or minus (-) the indicated percentage of the standard Medicare rates listed below:

Ground Transports

Service Level	% of Medicare
Basic Life Support (BLS)	236.64 %
Advanced Life Support (ALS)	262.94 %
Advanced Life Support – Level 2	133.86 %
Specialty Care Transport	129.45 %
Mileage (Loaded)	152.67 %

Air Transports

Service Level	% of Medicare
Air Ambulance / Fixed Wing	N/A %
Fixed Wing Mileage (Loaded)	N/A %
Air Ambulance / Rotary Wing	N/A %
Rotary Wing Mileage (Loaded)	N/A %

B.4 Prompt pay discounts

If prompt pay discount applies, please provide terms: ~~1/1~~ %, if paid within ~~1/1~~ days.

B.5 Coverage Area

Please indicate on Exhibit D which specific facilities service areas that Seller intends to cover.

Exhibit F (Added by Walker County)

For all 911 dispatched calls in Walker County, when response is made by Huntsville-Walker County Emergency Medical Services, the following rate supersedes all other exhibits and calculations made in this contract. The base rates and mileage rates are set by Walker County Commissioners' Court and reviewed yearly

Description	HCPCS	Walker County Rate	UTMB Rate
Ground Mileage	A0425	\$12.00	\$ 10.00
ALS Non-Emergency Transport	A0426	\$700.00	\$ 600.00
ALS Emergency Transport	A0427	\$800.00	\$ 700.00
BLS Non-Emergency Transport	A0428	\$450.00	\$ 450.00
BLS Emergency Transport	A0429	\$450.00	\$ 450.00
Advanced Life Support - Level 2	A0433	\$800.00	\$ 700.00
Specialty Care Transport	A0434	\$850.00	\$ 800.00

ESTELLE	710		
ELLIS	92	NORTH	1035
WYNNE	233		
BYRD	221		
WALLS	127	EAST	386
HOLLIDAY	60		
GOREE	38	WEST	60
Total	1481		

18.55% of call volume

2016 Calls

	NORTH	EAST	WEST	SOUTH	Total
3301	2095	130	71	3	2299
3302	638	1600	207	14	2459
3303	262	352	1124	51	1789
3304	40	40	32	591	703
3305	1	10	7	0	18
3306	111	126	694	5	936
3307	1	2	0	5	8
*3310	20	13	9	2	44
Total	2898	2273	2144	671	7986

286 9-1-1 Calls

*Dispatched as Primary Unit

ESTELLE	802		
ELLIS	104	NORTH	1268
WYNNE	211		
BYRD	151		
WALLS	130	EAST	349
GOREE	68		
HOLLIDAY	67	WEST	67
Total	1533		

18.83% of dispatched call volume

2017 Calls

	NORTH	EAST	WEST	SOUTH	Unit Total	Daily Avg.	
3301	2143	114	75	5	2337	6.4	
3302	651	1490	181	12	2334	6.39	
3303	307	327	1180	36	1850	5.07	
3304	33	37	44	556	670	1.84	
3305	2	16	4	0	22		
3306	115	112	661	6	894	2.45	316 9-1-1 Calls
3307	1	1	0	1	3		
*3310	14	9	10	0	33		*Dispatched as Primary Unit due to no other units available
					8143		
District Total	3266	2106	2150	616	8138		5 calls dispatched to non grided locations (Out of county Mutual aid, location not geoverified, ets)

ESTELLE	800	NORTH	1251
ELLIS	129		
WYNNE	170		
BYRD	152		
WALLS	95	EAST	147
GOREE	52		
HOLLIDAY	73	WEST	73
Total	1471		

18.02% of dispatched call volume

2018 Calls

	NORTH	EAST	WEST	SOUTH	Unit Total	Daily Avg.	
3301	2163	154	75	5	2397	6.57	
3302	666	1374	187	15	2242	6.14	
3303	314	308	1166	44	1832	5.02	
3304	44	40	37	555	676	1.85	
3305	0	10	2	0	12		
3306	94	76	554	3	727	1.99	271 9-1-1 Calls
3307	0	1	1	3	5		
*3310	14	10	8	0	32		*Dispatched as Primary Unit due to no other units available
					7923		Total completed calls including 1 call dispatched to non grided location (Out fof county mutuall aid, location not geoverified, etc)
Dist Total	3295	1973	2030	625			
	3377	1976	2033	627	8013		Includes Cancelled calls before dispatched
					8157		Total Call numçers used. (includes canceled and test calls)

2019 Calls

	NORTH	EAST	WEST	SOUTH	Unit Total	Daily Avg.	
3301	2243	146	94	6	2489	6.82	
3302	672	1512	200	17	2401	6.58	
3303	374	375	1201	42	1992	5.46	
3304	37	45	41	591	714	1.96	
3305	4	11	3	1	19		
3306	142	92	705	14	953	2.61	398 9-1-1 Calls
3307	0	0	0	0	0		
*3310	2	11	8	3	24		*Dispatched as Primary Unit due to no other units available / Supervisor Calls
					8592		Total completed calls including 1 call dispatched to non grided location (Out fof county mutuell aid, location not geoverified, etc)
Dist Total	3474	2192	2252	674			
					8834		Total Call numbers used. (includes canceled and test calls)

ESTELLE	894	NORTH	1553
ELLIS	303		
WYNNE	226		
BYRD	130		
WALLS	95	EAST	140
GOREE	48		
HOLLIDAY	120	WEST	120
Total	1816		

21.14% of dispatched call volume

2020 Calls

	NORTH	EAST	WEST	SOUTH	Unit Total	Daily Avg.	
3301	2287	116	88	7	2498	6.84	
3302	743	1483	189	11	2426	6.65	
3303	384	356	1146	48	1934	5.30	
3304	66	51	30	639	786	2.15	
3305	4	3	4	3	14	0.04	
3306	149	140	606	8	903	2.47	454 9-1-1 Calls
3307	0	0	0	2	2	0.01	
*3310	8	10	11	5	24	0.07	*Dispatched as Primary Unit due to no other units available / Supervisor Calls
					8587	23.53	Total completed calls not including 4 calls dispatched to non grided location (Out fof county mutuall aid, location not geoverified, etc)
Dist Total	3641	2159	2074	723			

8778 Total Call numbers used. (includes canceled and test calls)

	NORTH	EAST	WEST	SOUTH
3301	62.81%	5.37%	4.24%	0.96%
3302	20.41%	68.69%	9.11%	1.52%
3303	10.55%	16.49%	56.54%	6.64%
3304	1.81%	2.36%	1.45%	88.38%
3305	0.11%	0.14%	0.19%	0.41%
3306	4.09%	6.48%	29.22%	1.11%
3307	0.00%	0.00%	0.00%	0.28%
*3310	0.22%	0.46%	0.53%	0.69%

ESTELLE	1021	NORTH	1412
ELLIS	92		
WYNNE	206		
BYRD	93		
WALLS	75	EAST	128
**GOREE	53		
HOLLIDAY	15	WEST	15
Total	1555		

19.01% of dispatched call volume

	Estelle	Ellis	Wynne	Byrd	Walls	Goree	Holliday	Unit Total	Daily Avg.
3301	647	56	127	57	7	2	6	902	2.47
3302	238	21	14	23	55	41	11	403	1.10
3303	79	11	50	9	9	5	66	229	0.63
3304	15	4	4	0	0	0	0	23	0.06
3305	0	0	0	0	0	0	0	0	
3306	36	0	9	1	4	5	6	61	0.17
3307	0	0	0	0	0	0	0	0	
*3310	0	0	0	0	0	0	0	0	
Dist Total	1015	92	204	90	75	53	89	1618	4.420765

Difference is due to calls entered into CAD vs calls dispatched

ESTELLE	1071	NORTH
ELLIS	153	
WYNNE	184	CENTRAL
BYRD	77	
WALLS	33	EAST
**GOREE	7	
HOLLIDAY	35	WEST
Total	1560	

16.43% of dispatched call volume								
	1127	1128	1129	1130	1131	1132	1133	
	Estelle	Ellis	Wynne	Byrd	Walls	Goree	Holliday	Unit Total
								Daily Avg.
3301								0
3302								0
3303								0
3304								0
3305								0
3306								0
3307								0
*3310								0
Dist Total	0	0	0	0	0	0	0	0

Difference is due to calls entered into CAD vs calls dispatched

ESTELLE	807	NORTH	158
ELLIS	96		
WYNNE	156	CENTRAL	185
BYRD	97		
WALLS	88	EAST	944
**GOREE	41		
HOLLIDAY	145	WEST	145
Total	1430		

15.96% of dispatched call volume

	Estelle	Ellis	Wynne	Byrd	Walls	Goree	Holliday	Unit Total	Daily Avg.
3301	114	13	106	22	17	1	5	278	0.761644
3302	110	12	4	62	62	9	27	286	0.783562
3303	38	4	32	5	3	4	107	193	0.528767
3304	11	2	1	3	2	1	0	20	0.054795
3305	0	0	0	0	0	0	0	0	
3306	525	66	12	5	4	26	5	643	1.761644
3307	0	0	0	0	0	0	0	0	
*3310	2	0	0	0	0	0	0	2	
Dist Total	800	97	155	97	88	41	144	1422	

Difference is due to calls entered into CAD vs calls dispatched

ESTELLE	670	NORTH	158
ELLIS	93		
WYNNE	158	CENTRAL	244
BYRD	145		
WALLS	99	EAST	795
**GOREE	32		
HOLLIDAY	186	WEST	186
Total	1383		

15.55% of dispatched call volume

	Estelle	Ellis	Wynne	Byrd	Walls	Goree	Holliday	Unit Total	Daily Avg.
3301	102	19	113	32	11	1	6	284	0.778082
3302	43	7	7	92	75	3	32	259	0.709589
3303	22	1	30	11	4	3	136	207	0.567123
3304	8	0	1	3	0	2	0	14	0.038356
3305	0	0	0	0	0	0	0	0	
3306	491	65	6	6	7	25	10	610	1.671233
3307	0	0	0	0	0	0	0	0	
*3310	0	0	0	0	0	0	0	0	
Dist Total	666	92	157	144	97	34	184	1374	3.764384

Difference is due to calls entered into CAD vs calls dispatched