



A PROFESSIONAL LIMITED LIABILITY COMPANY

202 Century Square Blvd. | Sugar Land, TX 77478 | 281.500.6050

September 20, 2018

(Via Electronic Mail)

Dear Judge and Commissioners:

The Board of Directors of the Fort Bend County Toll Road Authority (the "Authority") reviewed the following items at their regular meeting held on September 19, 2018, and make the following recommendations to Commissioners Court:

1. Approval of Budget for Fiscal Year Ending September 30, 2019; and
2. TML Insurance Policy Renewal.

Additionally, the Authority reviewed the following items at their regular meeting held on July 18, 2018, and make the following recommendations to Commissioners Court:

3. Approval of Permit for Use of Fort Bend County Toll Road Authority Right-of-Way;
4. Acceptance of Quitclaim Deed; and
5. Acceptance of Special Warranty Deed.

Copies of the related documents are attached. Please place these items for consideration by Commissioners Court on the agenda for the meeting scheduled on September 25, 2018.

As always, if you should have any questions regarding this matter, please don't hesitate to contact any member of the Board of Directors or the Authority's consultants.

Very truly yours,

A handwritten signature in blue ink that reads "Richard Muller". The signature is fluid and cursive, with the first name "Richard" and last name "Muller" clearly distinguishable.

Richard Muller
Attorney for the Authority

**2018 - 2019
INSURANCE PROPOSAL**

PREPARED FOR:

**FORT BEND COUNTY TOLL
ROAD AUTHORITY**

TERM: 10/01/2018 to 10/01/2019

EXECUTION COPY

PRESENTED BY:



First Class Service is the Only Kind We Provide!

**HARCO Insurance Services
10777 Northwest Freeway, Suite 700
Houston, TX 77092
Tel: (713) 681-2500 Fax: (713) 684-1600**

HARCO Insurance Services is proud to be your insurance representative since 2004.

"Thank you" very much for your continued confidence and trusted relationship!

EXECUTION COPY

DISCLAIMER: The abbreviated outlines of coverage shown throughout this proposal are to be used only as an overview of each proposed or written policy and should not be used, nor is it intended to be used, as a substitute for the actual original policy terms, conditions and limitations. This overview has been prepared as a guide for quick reference only and not intended to express any legal opinion as to nature of coverage.

Prepared By: Corrie Aday (caday@harco-ins.com)
Date: September 11, 2018



HARCO INSURANCE SERVICES

HARCO Insurance Services was established July 1969 and currently serves the insurance needs for over 25,000 individuals and businesses throughout Houston and surrounding communities. In addition, our Public Entity Consulting Program offers transparent risk management and consulting services for public entities, governmental entities, nonprofit organizations, and their Board of Directors and Legal Representatives.

HARCO is committed to providing excellence in all that we do in order to establish a firm relationship of mutual trust and service with each of our clients.

YOUR HARCO SERVICE TEAM

Josh Hargrave, CIC – HARCO President

Josh Hargrave has over 40 years' experience in the insurance and risk management area. He is a Past-Director for the Independent Insurance Agents of Houston, served on the Legislative Committee for the Independent Insurance Agents of Texas as well as serving on various insurance company advisory committees. Josh attained the Certified Insurance Counselor designation in 1985.

Corrie Aday – Sr. Account Manager – Public Entity Department

Corrie Aday graduated in 2003 with an Associate degree in Applied Science from Odessa College where she was a "Who's Who Honoree and was recognized as being one of Odessa College's Outstanding Students. Independently obtaining her Insurance License in 2010 she has worked in both personal lines and commercial insurance. For 3 years she managed the small business department at Mims and Smith in Midland, TX where she gained extensive knowledge in the Oil/Gas and Trucking industry. Corrie helped launch Cain Insurance Solutions, a division of Insurance One, where she worked in depth with non-profit and public entities until she relocated to Houston in late 2016. Corrie joined the HARCO team in 2017 and is now managing their MUD Districts.

Gerri Rougeau, CIC – HARCO Vice President

Gerri Rougeau has over 50 years' experience in the insurance and risk management area. She is Past President of the Independent Insurance Agents of Houston and currently serves on various insurance company advisory committees. Gerri attained the Certified Insurance Counselor designation in 1974.

Darlene Bugaj, CIC – HARCO Commercial Lines Manager

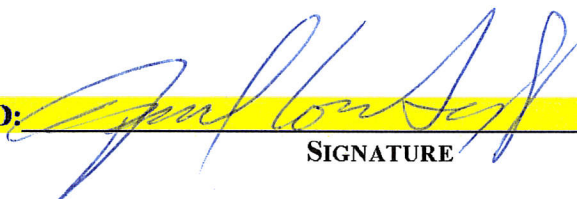
Darlene has over 34 years in the insurance industry with experience both in the insurance company and independent agency areas. As Account Manager, she has been responsible for servicing the needs of agency's largest accounts including MUD Districts, Educational Institutions, Contractors, Manufacturers, and many other special programs. Designations include the Accredited Customer Service Representative (ACSR) and Certified Insurance Counselor (CIC) designation. Darlene's tenure with Harco is 19.

HARCO has a team concept with over 50 professionals on staff providing the highest standards of service to the clients we serve

ANNUAL COST SUMMARY & COMPARISON

<u>COVERAGE</u>	<u>2018 – 2019 RENEWING</u>	<u>2017 – 2018 EXPIRING</u>
Property:	\$ 94,923	\$ 68,160
Limits:	\$ 97,318,296	\$ 77,943,996
Deductible:	See Attached	See Attached
Flood/Earthquake:	\$ 5,000,000 / \$25,000 Deductible	\$53,278,021 / \$25,000 Deductible
Loss of Revenue:	\$ 4,000,000 / \$25,000 Deductible	\$ 4,000,000 / \$25,000 Deductible
Equipment Breakdown:	Included – No Additional Premium	Included – No Additional Premium
Limits:	\$ 10,000,000 / \$1,000 Deductible	\$ 10,000,000 / \$1,000 Deductible
General Liability:	\$ 5,442	\$ 5,442
Limits:	\$ 10,000,000 / No Deductible	\$ 10,000,000 / No Deductible
Cyber Liability/Data Breach:	Included – No Additional Premium	Included – No Additional Premium
Limits:	See Coverage Form-Limits	See Coverage Form-Limits
Pollution Liability:	Included – No Additional Premium	Included – No Additional Premium
Limits:	\$ 2,000,000 / No Deductible	\$ 2,000,000 / No Deductible
Law Enforcement Liab:	\$ 1,196	\$ 1,196
Limits:	\$ 3,000,000 / \$1000 Deductible	\$ 3,000,000 / \$1000 Deductible
Auto Liability:	\$ 64	\$ 64
Hired/Non-Owned Limit:	\$ 2,000,000 Liability / No Deductible	\$ 2,000,000 Liability / No Deductible
Workers Compensation:	\$ 196	\$ 196
Limits:	Statutory	Statutory
Consulting & Servicing:	\$ 9,000	\$ 6,900
ANNUAL COST:	\$ 110,821	\$ 81,958

REVIEWED & ACCEPTED:



SIGNATURE

DATE:

HARCO Insurance Services

10777 Northwest Freeway, Suite #700

Houston, TX 77092-7339

Tel: (713) 681-2500 Fax: (713) 684-1600

Consulting Fee Agreement

The purpose of this Disclosure Statement Agreement is to acknowledge that we may perform the following services in your behalf and you agree to pay the amount indicated as compensation for the additional services provided.

Description of Services:

- Consultants do not act as an appointed agency on behalf of TML IRP
- Consultants do not receive commissions from TML IRP.
- Consultants operate independently of TML.
- Consulting / Review - advice regarding placement of insurance program with TML IRP
- Communicate with TML IRP to obtain insurance proposal or renewal declarations.
- Consultants attend board meetings as requested by the District.
- Communicate with other District consultants as it may pertain to insurance matters
- Delivery fees
- Consultant granted authority to commit the member and approve the limits, deductibles, and indicated changes as reported by the District's consultants/representatives to reflect the updated exposures. The District understands they may not have coverage for unreported operations or exposures.
- Claims, potential claims or lawsuits may be submitted directly to our office. We will initiate the claims process with TML IRP and/or other carriers. Upon request, we will assist the District with claim(s).
- Consultant may be granted authority to sign claim proof of loss form on behalf of the District.
- Consultant may recommend specific loss prevention risk management options.

Consulting Fee: \$ 9,000

District: Fort Bend County Toll Road Authority agrees to pay the fee specified above to HARCO Insurance Services.

REVIEWED & ACCEPTED:



SIGNATURE

DATE:

DISTRICT: Fort Bend County Toll Road Authority

REGARDING NEWLY ACQUIRED FACILITIES OR PROPERTIES

In addition to the limit of liability, this coverage covers up to an additional \$1,000,000 or the LIMIT of coverage set forth in the policy declarations, whichever is less, for newly acquired or constructed property and property in the course of construction, alteration or repair, provided, however, that the member reports the value of such property to TML IRP when the property values accumulated during the policy term equal or exceed this additional limit. This coverage does not cover property in the course of construction, alteration, or repair, unless the Member reports such property to TML IRP prior to a loss and pays an appropriate contribution. Mobile equipment that is acquired during the policy term shall only be covered up to its Actual Cash value if it is not reported to TML IRP within 30 days of acquisition. Nothing in this newly acquired property provision shall create coverage for property which is excluded from coverage under the policy terms.

TO PROTECT THE DISTRICT'S INTERESTS **PLEASE IMMEDIATELY REPORT ALL NEW FACILITIES OR PROPERTIES**

Please note: There is no Property damage or Equipment breakdown coverage provided by TML IRP for the items listed below unless they are specifically reported & listed on the District's schedule. Please thoroughly review your property schedule for accuracy before signing this acknowledgement page. If the District has any exposures that need to be discussed and/or added to the policy schedule, please contact HARCO immediately.

Swimming Pools	Underground Sprinklers	Outdoor Scoreboards	Dams & Bridges
Tennis Courts	Roadways & Overpasses	Sidewalks	Fire Hydrants
Tunnels	Traffic Lights & Signs	Freestanding Signs	Mobile Equipment
Fine Arts	Detention Ponds	<u>WATER WELLS</u>	Playground/ Recreational Equip.
Antennas	Building or Office Contents	Elec. Or Mech. In Ponds/Lakes	Freestanding Fences**

****Fences that surround locations scheduled on the real & personal property schedule are not considered "freestanding fences" and coverage is provided by the policy.**

If the District owns these types of properties at locations not listed on the property schedule within this proposal, please report them to HARCO immediately so they can be added to the policy.

The following water or wastewater *items* are insured by endorsement if *items* are located within perimeter fencing at each such scheduled premises and they mainly serve the scheduled premises, provided the scheduled value includes the value of such *items*:

(Applicable only to Scheduled Water and/or Wastewater treatment plants)

- **Perimeter Fencing**
- **Water Tanks & Towers**
- **Underground Mains/Piping/Wiring**
- **Sanitary Sewers**
- **Personal Property Owned by the District**

REVIEWED & ACCEPTED:

DATE:

SIGNATURE

**DIRECTORS / OFFICERS LIABILITY
DIRECTORS BOND
CONSULTANTS FIDELITY**

HARCO INSURANCE SERVICES DOES NOT PROVIDE THE ABOVE COVERAGES.

TO OUR KNOWLEDGE THESE COVERAGES ARE PROVIDED BY ANOTHER CONSULTANT.

REAL & PERSONAL PROPERTY

INSURER: TML IRP - "A" rated by Standard & Poors

PROPERTY COVERED: Per Property Schedule as reported by District's Engineer and/or other District Consultants

COVERAGE: Special Coverage Form Designed for Public Entities – Includes but is not limited to:

- \$ 97,318,296 **Real & Personal; Windstorm; Hail; Theft; Vandalism; Malicious Mischief; Terrorism**
- \$ 5,000,000 **Standard Flood & Earthquake**
- \$ 1,000,000 Newly Acquired Property
- \$ 20,000 Pollutant Cleanup each Scheduled Premises
- \$ 10,000 EDP Equipment
- \$ 10,000 Valuable Papers & Records, EDP Media
- \$ 10,000 Accounts Receivables
- \$ 5,000 Directors/Employees Personal Property
- \$ 5,000 Leasehold Interest
- Included Fire Legal Liability
- Included Sewer Backup each Scheduled Premises
- Included Demolition / Rebuild / Increased cost of construction due to Law or Ordinance
- Included Communications Equipment
- Included Computer Equipment
- Included Architectural / Engineering Fees Incurred Due to a Covered Loss

Please see attached & read your coverage documents for property coverage features, exclusions, additional coverages, amendments, sub-limits, policy terms and conditions.

COINSURANCE: NONE

DEDUCTIBLES: (See Attached Real & Personal Property Deductibles)

Flood & Earthquake - 1% or 0.1% minimum of \$25,000
(Please see attached Flood & Earthquake Deductible)

LOSS OF REVENUE, EXTRA EXPENSE & RENTALS: \$4,000,000 -- \$25,000 Per Occurrence Deductible

ANNUAL COST: \$ 94,923

REAL & PERSONAL PROPERTY DEDUCTIBLES

REAL & PERSONAL PROPERTY COVERAGE

MANUSCRIPT ENDORSEMENT

This endorsement forms a part of the **Declarations** to which attached, effective on the inception date of the coverage unless otherwise stated herein, and modifies such coverage as is afforded by the provisions of the coverage shown below:

REAL & PERSONAL PROPERTY COVERAGE

Entity Name : Fort Bend County Toll Road Authority
Entity ID : 6623
Effective Date : 10/1/2018

The Texas Municipal League Intergovernmental Risk Pool Property Coverage Document (P-300 10/1/17) is amended as follows:

Deductibles:

Real & Personal Property Deductible Each Occurrence: \$25,000
(Direct Damage)
For items with Replacement Cost Value less than \$250,000.

Real & Personal Property Deductible Each Occurrence: \$100,000
(Direct Damage)
For items with Replacement Cost Value greater than \$250,000.

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

E104
05/20/02

PROPERTY SCHEDULE

As of October 1, 2014, TML IRP implemented a trend factor to apply to building values on the Real & Personal Property schedule. The building values shown on the property schedule reflect a 1.25% increase over the values reported for the 2014/15 policy period. This trend factor was calculated using building cost data software and a five year analysis of building value changes. The factor will be updated and reviewed annually. Contents and mobile equipment values are not affected by this new process.

ID	Address or Site Secondary ID	Year Built	Occupancy Department	Bldg Value Valuation Basis	Contents Value Valuation Basis
22	Westpark Tollway	2006	Building w/ Equipment	223,457	0
			Transit	RC	
23	Westpark Tollway	2006	Building w/ Equipment	223,457	0
			Transit	RC	
24	Westpark Tollway	2006	Toll Location	345,827	0
			Transit	RC	
25	Westpark Tollway	2006	Toll Location	345,827	0
			Transit	RC	
26	Westpark Tollway	2006	Toll Location	345,827	0
			Transit	RC	
27	Westpark Tollway	2006	Toll Location	345,827	0
			Transit	RC	
28	East Plaza - Eastbound	2006	Toll Gentries/Antennas/Cameras	462,876	0
			Transit	RC	
29	East Plaza - Westbound	2006	Toll Gentries/Antennas/Cameras	462,876	0
			Transit	RC	
30	East Plaza - Westbound	2006	Electrical/Equipment Building	106,408	0
			Transit	RC	
31	West Plaza - Eastbound	2006	Toll Gentries/Antennas/Cameras	462,876	0
			Transit	RC	
32	West Plaza - Westbound	2006	Toll Gentries/Antennas/Cameras	462,876	0
			Transit	RC	
33	West Plaza - Westbound	2006	Electrical/Equipment Building	106,408	0
			Transit	RC	
34	FM 1464	2004	Bridge	6,916,534	0
			Transit	RC	
35	Long Point Slough Tributary	0	Bridge	425,633	0
			Transit	RC	
36	Long Point Slough	0	Bridge	425,633	0
			Transit	RC	
37	Grand Mission Blvd	2004	Bridge	2,660,205	0
			Transit	RC	
38	Mason Rd	2004	Bridge	2,660,205	0
			Transit	RC	
39	Peek Rd	2004	Bridge	2,660,205	0
			Transit	RC	
40	SH99 Eastbound	2004	Bridge	1,915,348	0
			Transit	RC	

PROPERTY SCHEDULE CONTINUED

As of October 1, 2014, TML IRP implemented a trend factor to apply to building values on the Real & Personal Property schedule. The building values shown on the property schedule reflect a 1.25% increase over the values reported for the 2014/15 policy period. This trend factor was calculated using building cost data software and a five year analysis of building value changes. The factor will be updated and reviewed annually. Contents and mobile equipment values are not affected by this new process.

ID	Address or Site Secondary ID	Year Built	Occupancy Department	Bldg Value Valuation Basis	Contents Value Valuation Basis
41	SH99 Westbound	2004	Bridge	1,915,348	0
			Transit	RC	
42	SH 99 Direct Connector (South to East)	2004	Bridge	9,576,739	0
			Transit	RC	
43	Bridge North of Independence	0	Bridge	425,633	0
			Transit	RC	
44	Bridge over American Canal	0	Bridge	425,633	0
			Transit	RC	
45	Independence Overpass	2004	Bridge	2,660,205	0
			Transit	RC	
46	Fondren Overpass	2004	Bridge	2,660,205	0
			Transit	RC	
47	McHard Rd Overpass	2004	Bridge	2,660,205	0
			Transit	RC	
48	Lake Olympia Overpass	2004	Bridge	2,660,205	0
			Transit	RC	
49	Oyster Creek	2004	Bridge	5,320,411	0
			Transit	RC	
50	B-1 Toll Gantry	2004	Tolling gantry, equipment, antenna	1,170,490	0
			Transit	RC	
51	Varipus		Roadway Lighting	159,612	0
			Transit	RC	
52	Fondren	2015	Toll gantry, equipment, antenna	1,141,768	0
			Transit	RC	
53	McHard	2015	Toll gantry, equipment, antenna	1,141,768	0
			Transit	RC	
54	Lake Olympia	2015	Toll gantry, equipment, antenna	1,141,768	0
			Transit	RC	
55	SH 6	2017	Bridge	24,300,000	0
			Transit	RC	
56	Westpark Tollway Katy Gaston E Tollway	2017	Toll Locations/gantry/equipment/antenna	1,200,000	0
			Transit	RC	
57	Westpark Tollway Katy Gaston W Tollway	2017	Toll Locations/gantry/equipment/antenna	1,200,000	0
			Transit	RC	
58	Westpark Tollway	2017	Bridge - Katy Gaston	8,000,000	0
			Transit	RC	
59	Westpark Tollway	2017	Bridge - Spring Green	8,000,000	0
			Transit	RC	
Coverage: Real & Personal Property		Total Items:	38	97,318,296	0

Schedule & Limits were Reviewed & Approved 07/18/18.

**PLEASE REVIEW CAREFULLY & CONTACT HARCO INSURANCE SERVICES IF
ANY AMENDMENTS ARE NEEDED.**

FLOOD & EARTHQUAKE DEDUCTIBLE AMENDMENT

This endorsement forms a part of the **Declarations** to which attached, effective on the inception date of the coverage unless otherwise stated herein, and modifies such coverage as is afforded by the provisions of the coverage shown below:

REAL AND PERSONAL PROPERTY COVERAGE FLOOD COVERAGE OPTION

GENERAL CONDITIONS

Section II. **Deductible** is amended to include the following:

With respect to loss caused by flood or **earthquake**, the deductible for each occurrence shall be the lesser of the following:

1. 1% of the individual scheduled Building Value for each damaged structure at the time of the loss; or
2. 0.1% of the Total Building Value for all buildings scheduled at the time of the loss.

In no event shall the percent deductible be less than the flood and **earthquake** occurrence deductible shown on the **declarations**.

Section III. C of the **FLOOD COVERAGE OPTION** is replaced by the following:

- B. With respect to property located on a barrier island in the Gulf of Mexico, regardless of applicable flood plain zones or within the boundaries of counties directly adjacent to the Gulf of Mexico and within the 100-year flood plain "A" zone at the time of loss, the following additional conditions and sublimits apply.
- C. All conditions and sub-limits under B. above apply to property located within the boundaries of Harris, Orange and Jackson counties.

FLOOD EXCLUSION

FLOOD EXCLUSION

This endorsement forms a part of the **Declarations** to which attached, effective on the inception date of the coverage unless otherwise stated herein, and modifies such coverage as is afforded by the provisions of the coverage shown below:

SPECIAL FORM PROPERTY COVERAGE OPTION FLOOD COVERAGE OPTION

Member : Fort Bend County Toll Road Authority
Member ID : 6623
Effective Date : 10/01/2018

Section III. **LIMITATIONS, EXCLUSIONS, AND RELATED PROVISIONS** paragraph B. of the **Flood Coverage Option** of the **Property Coverage Document** is modified as follows:

B. Coverage under this option, does not apply to flooding for the following property:

1. Bulkheads, pilings, piers, wharves, docks;
2. Retaining walls that are not part of a building;
3. Structures located on or over a body of water, and any property in or on such structures; or
4. Any property that is determined to be in Flood Zone "V" at the time of loss.

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

EP379
07/17/18

EARTHQUAKE COVERAGE

EARTHQUAKE COVERAGE

This endorsement forms a part of the **Declarations** to which attached, effective on the inception date of the coverage unless otherwise stated herein, and modifies such coverage as is afforded by the provisions of the coverage shown below:

REAL AND PERSONAL PROPERTY COVERAGE

Member : Fort Bend County Toll Road Authority
Member ID : 6623
Effective Date : 10/01/2018

PERILS COVERED:

Coverage is provided for loss caused by **Earthquake** and Volcanic Action as follows:

Earthquake, including any earth sinking, rising or shifting related to such event including damage resulting from fire or explosion;

Volcanic eruption, explosion, or effusion. Volcanic action means direct loss or damage resulting from the eruption of a volcano when the loss or damage is caused by:

- a. airborne volcanic blasts or airborne shock waves;
- b. ash, dust, or particle matter; or
- c. lava flow.

All volcanic eruptions that occur within any 168 hour period will constitute a single occurrence.

Volcanic action does not include the cost to remove ash, dust or particle matter that does not cause direct physical loss or damage to the described property.

LIMIT OF LIABILITY:

For loss other than fire or glass breakage, the Fund shall not be liable for more than \$10,000,000 or the Real & Personal Property Limit, whichever is less, inclusive of Coverage Extensions and Additional Coverages provided under Section III.C. and Section V. of the Special Form Property Coverage, for loss or damage in a single occurrence and in the aggregate for the applicable Fund Year.

For loss arising from fire or glass breakage, the Fund shall not be liable for more than the Real & Personal Property Limit shown on the **Declarations**.

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

EP376
05/01/18

MECHANICAL BREAKDOWN (BOILER & MACHINERY)

<u>INSURER:</u>	TML IRP - "A" rated by Standard & Poors
<u>PROPERTY COVERED:</u>	As reported by District's Engineer And/or other District Consultants
<u>COVERAGE:</u>	<p>Special Coverage Form Designed for Public Entities - Includes but is not limited to:</p> <ul style="list-style-type: none">• Boiler;• Fired and Unfired Vessels;• Refrigeration & Air Conditioning systems;• Piping & its Accessory Equipment;• Any Mechanical or Electrical Machine or Apparatus Used for the Generation, Transmission or Utilization of Mechanical or Electrical Power.• Sudden and Accidental Breakdown of Objects including Pumps;• Underground Pumps, Motors and Electrical Equipment;• Mechanical Failure;• Electrical Surges, Injuries or Disturbances;• Production Equipment;• Subject to Coverage Terms, Conditions and Exclusions
<u>LIMIT:</u>	\$ 10,000,000 Per Accident
<u>VALUATION:</u>	Replacement or Repair
<u>COINSURANCE:</u>	NONE
<u>DEDUCTIBLE:</u>	<p>\$ 1,000</p> <p>Including Underground units & their associated mechanical and/or electrical Components, As Long As The Value For These Items Are Included in The Total Insurable Value Reported To TML by District's Engineer or Other Consultants</p>
<u>PREMIUM:</u>	<u>INCLUDED</u> - NO ADDITIONAL PREMIUM

GENERAL LIABILITY

INSURER:

TML IRP - "A" rated by Standard & Poors

COVERAGE:

TML IRP's Liability coverages are, in many respects, BROADER than coverage available from Standard Insurers, AND is Designed Specifically to protect against the Risks that Local Governments face; **including but not limited to:**

- **Occurrence Form** – Coverage Applies to Events that Occur During the Coverage Period, Regardless of WHEN the Claim Is Reported
- **Defense Costs Outside** - Policy Limit–Defense will not erode Policy limit
- **Gradual or Sudden** - Release of Chlorine or Chloramine used for water or sewage treatment plants, and/or products contained in products sold or distributed by the Authority
- **Cyber Liability** – See Attached
- **Personal Injury; Bodily Injury; Property Damage**
- **Failure to Supply not excluded**
- **Any Wrongful Act** - Actual or alleged error, misstatement, misleading statement, act or omission, neglect or breach of duty including misfeasance, malfeasance, or nonfeasance
- **Contractual, Operations, Premises, Products**
- See Liability Coverage Documents for Additional Coverages & Sublimits
- All Coverages Per Policy Terms and Conditions

DEDUCTIBLE:

NONE

LIMITS & PREMIUM:

PLEASE INITIAL NEXT TO SELECTED LIMIT:

\$ 4,546 \$ 1,000,000 Limits / \$2,000,000 Aggregate _____

\$4,734 \$ 2,000,000 Limits / \$ 4,000,000 Aggregate _____

\$ 4,876 \$ 3,000,000 Limits / \$6,000,000 Aggregate _____

\$ 5,111 \$ 5,000,000 Limits / \$10,000,000 Aggregate _____

CURRENT \$ 5,442 \$10,000,000 Limits/\$10,000,000 Aggregate 

INDEMNIFICATION UNDER CONTRACT

INDEMNIFICATION UNDER CONTRACT

This endorsement forms a part of the **Declarations** to which attached, effective on the inception date of the coverage unless otherwise stated herein, and clarifies such coverage as is afforded by the provisions of the coverage shown below:

- ☒ **GENERAL LIABILITY**
- ☒ **AUTOMOBILE LIABILITY**
- ☒ **LAW ENFORCEMENT LIABILITY**
- ☐ **AIRPORT (GENERAL LIABILITY
HAZARDS) PREMISES LIABILITY**

Entity Name : Fort Bend County Toll Road Authority
Entity ID : 6623
Effective Date : 10/1/18

It is agreed that coverage is provided for the liability assumed by the **Fund Member** to indemnify the person or organization named below under a contract between such person or organization and the **Fund Member**, but such coverage shall not exceed the limits of coverage set forth in the **Declarations**.

Person or Organization : Michael Stone
dba Professional Project Management Services
Address : 19875 Southwest Freeway, Ste. 270
City, State & Zip Code : Sugar Land, Texas 77479

Description

Contract between Fort Bend County Toll Road Authority
and Michael Stone dba Professional Project Management Services.

TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL

EL217
08/16/99

CYBER LIABILITY – DATA BREACH

Cyber Liability and Data Breach Response Declarations of Coverage 2018-2019 Fund Year

Member: Fort Bend County Toll Road Authority
Member ID: 6623



Effective Date: 10/1/2018
Anniversary Date: 10/1/2019

Retroactive Date: 10/1/2016

Information Security and Privacy Liability Website Media Content Liability

Aggregate Limit of Liability: \$1,000,000
Retention: \$0 Each claim

Privacy Breach Response Services

Limits of Coverage:

Notification, Call Center and Breach Resolution and Mitigation Services:

Notified Individuals: 5,000 Notified Individuals in the Aggregate
Retention: 50 Notified Individuals Each Incident

A sublimit of 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage.

Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses

Per Incident and in the Aggregate: \$25,000
Retention: \$1,250 Each Incident

Regulatory Defense and Penalties Payment Card Industry Fines, Expenses and Costs Cyber Extortion First Party Data Protection First Party Network Business Interruption

Aggregate Limit: \$50,000 All Damages, Expenses and Costs
Retention: \$2,500 Each Claim
Loss of Income Retention: \$5,000 Each Claim or 12 Hour Waiting Period, Whichever is Greater

Specific Sublimits:

Regulatory Defense and Penalties Aggregate Sublimit:	\$15,000
Payment Card Industry Fines, Expenses and Costs Aggregate Sublimit:	\$5,000
Cyber Extortion Aggregate Sublimit:	\$10,000
First Party Data Protection Sublimit:	\$10,000
First Party Network Business Interruption Aggregate Sublimit:	\$10,000

Total Annual Contribution:	Included
Total Contribution Due:	Included

C100
10/01/16

CYBER LIABILITY – EXCLUSIONS

This endorsement forms a part of the **Declarations** to which attached, effective on the inception date of the coverage unless otherwise stated herein, and modifies such coverage as is afforded by the provisions of the coverage shown below:

**GENERAL LIABILITY
ERRORS & OMISSIONS LIABILITY
LAW ENFORCEMENT LIABILITY
AUTOMOBILE LIABILITY**

The Exclusions Applicable to All Coverages set forth in the Liability Coverage Document is amended to include the following exclusion:

DD: Damages, including, but not limited to, **advertising injury, personal injury, bodily injury, property damage**, fines, civil penalties, and attorneys' fees arising out of:

1. Any access to or disclosure of any person's or organization's confidential or personal information, including patents, trade secrets, processing methods, customer lists, financial information, credit card information or any other type of non-public information; or
2. The loss of, loss of use of, damage to, corruption of, inability to access, or inability to access, or inability to manipulate electronic data.

This exclusion applies even if **damages** are claimed for notification costs, credit monitoring expenses, forensic expenses, public relations expenses or any other loss, cost or expense incurred by the **Member** or others arising out of that which is described in Paragraph 1 or 2 above.

As used in this exclusion, electronic data means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software, including systems and applications software, hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

POLLUTION LIABILITY

INSURER:

TML IRP - "A" rated by Standard & Poors

COVERAGE:

- Occurrence Form
- Sudden and Accidental
- Blanket Contractual Liability
- Legal Liability to Others
- Pollutants and Results in Environmental Damage
- Punitive/Exemplary Damages Not Excluded
- Subject to COVERAGE Terms, Conditions and Exclusions

EXCLUSIONS:

- Statutory Fines or Penalties Unless Direct Result of Pollution Incident as Defined by the policy

LIMITS OF LIABILITY:

\$2,000,000 for:

"Sudden Event" - An accident where the pollution resulting therefrom and the injury resulting from such pollution all occur within 45 days following the accident. A related series of accidents shall be deemed to be a single event.

"Accident" - Means abrupt discharge, dispersal, release, or escape of pollutants neither expected nor intended from the standpoint of the District.

Definition of Pollutants - Means any solid, liquid, gaseous, or thermal irritant or contaminant, including chemicals, and waste, but does not include chlorine or chloramine used for the treatment at water at sewage treatment plants, water treatment plants, or swimming pools. TML IRP does not consider Chlorine or Chloramine to be a pollutant, therefore those items would be considered under the District's General Liability section.

Note: General Liability provides up to Policy Limit with NO Deductible for accidental release of:

1. Chlorine or Chloramine in treatment of water at sewage treatment plants, water treatment plants, swimming pools, etc.; And/or;
2. Pollutants contained in products (i.e. waste) sold or distributed

DEDUCTIBLE:

NONE

COVERAGE TERM:

One Year

PREMIUM:

INCLUDED - NO ADDITIONAL PREMIUM

LAW ENFORCEMENT LIABILITY

Important!! If the District contracts for security patrol within District boundaries, however chooses to not carry Law Enforcement Liability, there will be no coverage for a defense in the event of a lawsuit involving law enforcement. Law enforcement activities are specifically excluded in the General Liability form.


INSURER: TML Intergovernmental Risk Pool

COVERAGE: Includes but is not limited to:

- **Occurrence Coverage Form**
- **Bodily Injury** arising from District's law enforcement activities
- **Property Damage** arising from District's law enforcement activities
- **Advertising Injury** arising from District's law enforcement activities
- **Personal Injury** arising from District's law enforcement activities
- **Defense Costs Outside** the policy limits – Defense will not erode Policy Limit
- **Bodily Injury from Rendering or Failure to Render** incidental medical services or First Aid at the Scene of an Accident (Including Transportation)
- **Alleged Use of Excessive Force**
- **High Speed Pursuit**
- **Coverage for Intentional Acts**
- **Damage to Seized or Impounded Property**
- **Jails**
- **Coverage Actual or Alleged Violations of Civil Rights**
- **Mutual Aid Agreements** included
- Per terms and conditions in coverage document

DEDUCTIBLE: \$1,000

LIMITS & PREMIUM: **PLEASE INITIAL NEXT TO SELECTED LIMIT:**

	\$ 1,075	\$ 1,000,000 / \$ 2,000,000 Aggregate	_____
	\$ 1,147	\$ 2,000,000 / \$ 4,000,000 Aggregate	_____
CURRENT	\$ 1,196	\$ 3,000,000 / \$ 6,000,000 Aggregate	_____
	\$ 1,294	\$ 5,000,000 / \$10,000,000 Aggregate	_____
	\$1,541	\$ 10,000,000/ \$10,000,000 Aggregate	

AUTOMOBILE LIABILITY HIRED & NON-OWNED

INSURER:

TML IRP - "A" rated by Standard & Poors

COVERAGE:

Bodily Injury and Property Damage;
Hired / Non Owned
Secondary coverage

Non Owned - An automobile which is neither a District owned automobile nor a hired automobile of the District.

Hired - An automobile not owned by the District which is used by contract by or on behalf of, or lent to, the District. But does not include automobiles owned by/registered in the name of an Officer, Director, Elected or Appointed Official, or any member of a board or commission of the District; Or An Employee or Agent of the District who is granted an operating allowance of any sort for the use of such automobile

Hired Automobiles – Auto Physical Damage

An endorsement forms a part of the Declarations to which attached, effective on the inception date of the coverage unless otherwise stated herein, and clarifies such coverage as is afforded by the provisions of the coverage shown below:

Hired Automobiles that are included in the Automobile Liability coverage shall also be covered under the Automobile Physical Damage coverage, subject to a deductible of \$500 per occurrence.

LIMIT:

Liability:

\$ 2,000,000 Combined Single Limit Bodily Injury / Property Damage

Medical Payments:

\$ 25,000 per person – Included with no additional premium

DEDUCTIBLE:

NONE

ANNUAL COST:

\$ 64

WORKERS' COMPENSATION

The Texas Municipal League Intergovernmental Risk Pool (the Pool) offers the option to extend workers' compensation coverage to individuals who serve the entity but who are not on a payroll and so do not meet the legal definition of "employee". **Included in this category are ELECTED AND APPOINTED OFFICIALS.**

Your District may choose to extend Workers' Comp coverage to their volunteers in order to avoid a potentially significant liability exposure. If an individual volunteering for the District is injured and unable to work for some time and is not covered by Workers' Comp, he may sue the District in an attempt to recover the financial costs associated with his injury and loss of income.

EXAMPLES

Workers' Comp provides coverage for the District's Board of Directors when they are doing business, at any time, on behalf of the District....for example:

To/From/At meetings
To/From/During facilities inspections
To/From/At the water board conferences like AWBD, etc.

Worker's Compensation has advantages that personal healthcare may not provide, such as:

Full medical coverage with no out-of-pocket co-payment
No Coinsurance provisions
No imposed limits of liability

INSURER:

TML IRP - "A" rated by Standard & Poors

COVERAGE:

Coverage For Elected / Appointed Officials / Volunteers

Statutory limit for Employees / Elected or Appointed Officials / Volunteers as authorized by the Texas Workers Compensation Act

Coverage For District

Employers' Liability / \$1,000,000 to protect the District against liability imposed by law for injury to Elected and/or Appointed Officials and/or Volunteers while working on behalf of the District.

RATING BASIS:

Estimated Annual Directors' Per Diems - \$3,000

ANNUAL COST:

\$ 196

TRAVEL ACCIDENT BENEFITS

Note: District Does Not Currently Purchase This Coverage

If the District has this exposure that needs to be discussed and/or added to the policy please contact HARCO immediately

INSURER:

The Hartford A.M. Best Rated (A)

Optional Coverage For Review

COVERAGE TERM:

Continuous

Please Select Applicable Option & Payment Plan

Term:	Option 1: <input type="checkbox"/>	Option 2: <input type="checkbox"/>
3 Year Rate Guarantee Paid in Annual Installments:	\$500.00 <input type="checkbox"/>	\$600.00 <input type="checkbox"/>
3 Year Prepaid Premium:	\$1,350.00 <input type="checkbox"/>	\$1,620.00 <input type="checkbox"/>

Hazard	Benefit	Amount	Amount
C-12, C-41, C-46C, C-57	ADD	\$500,000	\$750,000
C-12B, C-55B	ADD	Spouse: \$50,000 Each Child: \$25,000	Spouse: \$50,000 Each Child: \$25,000
	Adaptive Home & Vehicle	10% to Max \$25,000	10% to Max \$25,000
	Bereavement Counseling	\$100 per visit to Max of \$500	\$100 per visit to Max of \$500
	Coma	See ADD Amount above	See ADD Amount above
	Rehabilitation	10% to Max \$25,000	10% to Max \$25,000
	Seatbelt	10% to Max \$25,000	10% to Max \$25,000
	Air Bag	5% to Max \$10,000	5% to Max \$10,000
	Therapeutic Counseling	10% to Max \$25,000	10% to Max \$25,000

Aggregate Limitation:

Option 1: \$3,000,000 shall be the total limit of the Company's liability for all benefits under this policy because of injury sustained due to any one accident

Option 2: \$3,750,000 shall be the total limit of the Company's liability for all benefits under this policy because of injury sustained due to any one accident.

Cross Exclusion:

If an Insured Person is covered under more than one Hazard or Class on the date of accident, he or she will be considered to be covered under the one Hazard or Class with the largest Benefit Amount.

The Business Only (Hazard C-12) coverage is applicable if the accident occurs while on a business trip and the benefit will be paid according to the inforce policy and will not be reduced by any other lines of coverage.

NOTE: Accepting the three year paid policy term will guarantee there is no premium increase for three years.

**MAKE SELECTION ABOVE & SIGN TO
ACCEPT & ADD COVERAGE:**

(x) _____

DATE: _____

ONLY SIGN TO ACCEPT & ADD COVERAGE

PROGRAM FEATURES

HARCO is recommending to your District a program that combines *broad coverage, competitive pricing, and additional services*.

These TML IRP coverages and services may include any of the following:

- Property, Equipment Breakdown, Mobile or Handheld Equipment, Flood, Windstorm, Earthquake, Hail. Terrorism coverage automatically provided for property damage exposure. Most insurance programs do not automatically provide this coverage.
- Up to \$10,000,000 General Liability limits – Occurrence basis
- Up to \$10,000,000 Public Officials' Liability – Occurrence basis
- Up to \$10,000,000 Law Enforcement Liability – Occurrence basis
- Up to \$2,000,000 Auto Hired/Non Owned Liability – Occurrence basis
- Auto Physical Damage for reported and scheduled District owned vehicles
- Up to \$2,000,000 Pollution Liability coverage – Occurrence basis
- Workers' Compensation coverage available for Elected/Appointed Officials, Employees, Volunteers
- Loss Control Inspections done by TML IRP

We believe you should thoroughly understand the most important differences between coverages with TML IRP and insurance policies offered by other companies. We offer additional information to show how these services can improve the coverages for your District and for yourselves as Public Officials.

Please review the next few pages of this summary that will better explain the significant and important coverage and service benefits of the program we recommend.

PROPERTY COVERAGE FEATURES

The Texas Municipal League Intergovernmental Risk Pool's property coverage includes the following features (but is not limited to) at no additional cost:

1. Coinsurance Provision	None
2. Pollution Damage to Scheduled Prop Caused by Covered Peril	Included in the Blanket Limit
3. Pollution Clean-up at Scheduled Premises	\$20,000 each Premises
4. Accounts Receivable	\$10,000 *
5. Valuable Papers/EDP Media	\$10,000 *
6. Loss Of Revenue/Extra Expense/Rental Income	\$25,000 *
7. Personal Effects of Employees/Volunteers	\$5,000 *
8. Debris Removal	Included in the Blanket Limit
9. Demolition of undamaged portions of covered structures	Included in the Blanket Limit
10. Boiler & Machinery	Included
11. Increased cost of construction due to Building Ordinances	Included in the Blanket Limit
12. Loss to undamaged portion of a covered structure	Included in the Blanket Limit
13. Newly acquired or constructed structures	Automatic \$1,000,000 or the Blanket Limit, whichever is less – No Time Limitation
14. Property in Transit	\$1,000,000
15. Property Off Premises	Included in the Blanket Limit
16. Sewer Backup at Scheduled Premises	Included in the Blanket Limit
17. Communications Equipment	Included in the Blanket Limit
18. Computer Equipment	Included in the Blanket Limit
19. Electrical Damage - EDP equipment	Included in the Blanket Limit
20. Glass Breakage	Included in the Blanket Limit
21. Glass Display or Trophy Cases	Included in the Blanket Limit
22. Ground Maintenance Equipment	Included in the Blanket Limit
23. Fine Arts	Included in the Blanket Limit / <u>Must Be Reported</u>
24. Fire Brigade Charges	Included
25. Fire Department Service Charge	Included
26. Fire Equipment Recharge	Included
27. Commandeered boats	Included in Mobile Equipment
28. Outdoor Property - Trees, Plants, Shrubs	\$250 each / \$10,000 per occurrence *
29. Outdoor Property - Detached Signs, Fences, Antennas	Included in the Blanket Limit / <u>Must Be Reported</u>
30. Temporary repairs after a loss to prevent further damage	Included in the Blanket Limit
31. Inventory costs related to a loss	Included
32. Portable equipment	Included in the Blanket Limit
33. Property of Others	Included in the Blanket Limit
34. Premises Boundary	None
35. Spoilage	Included in the Blanket Limit
36. Off Premises Utility Failure	Included in the Blanket Limit
37. Lock replacement after a loss	Included in the Blanket Limit
38. Changes in temperature/humidity	Included in the Blanket Limit
39. Architectural/Engineering fees incurred as a result of a loss	Included
40. Underground Sprinkler Systems	Included in the Blanket Limit / <u>Must Be Reported</u>

*** These are the basic limits provided at no cost to the Member. Additional limits are available and if District requests such additional limits, they will be included in summary.**

LIABILITY COVERAGE FEATURES

The Texas Municipal League Intergovernmental Risk Pool's liability coverage includes, but is not limited to, the following features:

All Liability Coverages

- | | |
|---|---|
| 1. "Occurrence" rather than "Claims-Made" | All liability coverages including Public Officials' and Law Enforcement Liability |
| 2. Punitive and Exemplary Damages | Not Excluded (unless assumed by contract) |
| 3. Year 2000 Claims | A loss that is otherwise covered will not be excluded because it is related to a Y2K computer or Embedded chip failure. |
| 4. Defense Costs | Included in addition to COVERAGE Terms |
| 5. Pay On Behalf Of | Included |

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General Liability (includes but not limited to)

- | | |
|---|--|
| 1. Pollution Coverage | Broad coverage for damages or injuries that occur within 45 days of a sudden and accidental pollution incident. No time limitation for damage or injury resulting from the Member's products (such as water) or chlorine usage and coverage extends to gradual & sudden events |
| 2. Failure to Supply | Included |
| 3. Fireworks Displays | Included |
| 4. Watercraft Liability | Included |
| 5. Fire Legal Liability | Included up to full Limits of Liability |
| 6. Incidental Medical Malpractice | Included |
| 7. Emergency Medical Services (EMTs and Paramedics) | Included |
| 8. Special Events | Included |

Public Officials Liability (includes but not limited to)

Note: District Does Not Currently Purchase This Coverage

- | | |
|---|---|
| 1. Coverage for Employment-Related Matters including | Included |
| 2. Discrimination, Wrongful Termination, Failure to Hire or | |
| 3. Promote and Sexual Harassment or Misconduct | |
| 4. Criminal Defense Reimbursement | \$10,000 |
| 5. Back Wages | 50% up to \$25,000 |
| 6. Claims filed with EEOC and Texas Commission | Included in the definition of "Suit" |
| 7. Prior Acts – Extended Coverage to Creation of District | Included |
| 8. Coverage for Members of Boards or Commissions | Included while acting as public officials or |
| 9. Including Airport and Utility Boards Coverage for Attorneys, | employees of the Member |
| 10. Architects, Engineers, and Accountants | |
| 11. Land Use/Zoning | Included when damages are sought |
| 12. Mental Anguish | Included when sought in connection with an alleged civil rights violation |
| 13. Coverage for Actual or Alleged Civil Rights Violations | Included when damages sought |
| 14. Whistleblower's and Workers' Compensation Retaliation | Included |

LIABILITY COVERAGE FEATURES

Automobile Liability (includes but not limited to)

- | | |
|--|---|
| 1. Medical Payments | \$25,000 for vehicles with design capacity of 8 passengers or less. |
| 2. Vehicles Added During the Year | Automatic coverage at no additional charge |
| 3. Deductible Reimbursement for Volunteers | Up to \$500 for damage to vehicles owned by volunteer firefighters or emergency medical personnel when damage occurs during emergency response on behalf of the Member. |
| 4. High Speed Pursuit | Included if there is physical contact between the Member's vehicle and the claimant's vehicle. |

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Law Enforcement Liability - OPTIONAL COVERAGE AVAILABLE UPON REQUEST

- | | |
|---|---|
| 1. Coverage for Alleged Use of Excessive Force | Included |
| 2. Moonlighting | Included for the Member and Officers acting in their capacity as Law Enforcement Officers |
| 3. High Speed Pursuit | Included if there is no contact between the Member's vehicle and the Claimant's vehicle |
| 4. Coverage of Intentional Acts | Included |
| 5. Damage to Seized or Impounded Property | Included |
| 6. Jails | Included |
| 7. Actual or Alleged Violations of Civil Rights | Included |
| 8. Mutual Aid Agreements | Included |

DEFINITIONS OF TERMS

ADVERTISING INJURY

Injury arising out of an offense occurring in the course of the District's advertising activities, if such injury arises out of libel, slander, defamation, violation of right of privacy, piracy, unfair competition or infringement of copyright, title or slogan.

AGGREGATE

This is the maximum amount that could be paid for all damages arising out of one or more accidents or occurrences that occurred during the policy period.

BODILY INJURY

Bodily injury, sickness or disease sustained by any person, including death at any time resulting there-from.

HIRED / NON OWNED AUTOMOBILE

Hired - An automobile not owned by the Member but is used on behalf of, or lent to the District.

Non Owned - An automobile which is neither owned nor a hired automobile of the District.

LAW ENFORCEMENT ACTIVITIES

The actions and functions that required or within the defined scope of duties for a District's Law Enforcement Agency which include, but are not limited to, actions towards the prevention and control of crime.

OCCURRENCE

Means each accident or event, including continuous or repeated exposure to conditions, which results in bodily injury, advertising injury, personal injury, or property damage neither expected nor intended from the Standpoint of the insured.

OCCURRENCE FORM

This form pays for the legal liability incurred by the insured for damages that occur during the policy period, no matter when the accident or occurrence becomes evident to the insurer as a "claim" against the insured. This may result in the insurer being responsible for providing coverage for occurrences reported long after the policy period expires.

PERSONAL INJURY

Injury arising out of one or more of the following offenses: False arrest, detention or imprisonment, malicious prosecution, wrongful entry, eviction or other invasion of the right of private occupancy, the publication or Utterance of a libel, slander or other defamatory or disparaging material, or publication or utterance in violation of an individual's right of privacy, false, erroneous or improper service of civil papers or assault and battery.

PROPERTY DAMAGE

Physical injury to or destruction of tangible property which occurs during the policy period, including the loss of use thereof at any time resulting there from; or Loss of use of tangible property which has not been physically injured or destroyed, provided such loss of use is caused by an occurrence.

TERRORISM

The use of violence and threats to intimidate or coerce for political ends and/or purposes. Includes any use of violence or threats for the purpose of putting the public or any section of the public in fear.

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:
2018-402735

Date Filed:
09/11/2018

Date Acknowledged:

9/19/18

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

Harco Insurance Services
Houston, 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.

Fort Bend County Toll Road Authority

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.

FBCTRA - 10/01/2018
Insurance - Proposal

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 Gerri Rougeau, and my date of birth is [REDACTED].

My address is [REDACTED]
(street) (city) (state) (zip code) (country)

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

Executed in Harris County, State of Texas, on the 11th day of September, 2018.
(month) (year)

Gerri Rougeau

Signature of authorized agent of contracting business entity
(Declarant)