

STATE OF TEXAS §

COUNTY OF TRAVIS §

INTERLOCAL AGREEMENT

for Provision of Equipment and Consumables

THIS CONTRACT is made by and between the State of Texas, acting by and through the Texas Department of Motor Vehicles, hereinafter called the "department" or "TxDMV," and the County of Fort Bend, Texas, acting by and through its duly authorized officials, hereinafter called the "county."

WITNESSETH

WHEREAS, the department is statutorily responsible for administering motor vehicle titles and registrations pursuant to Texas Transportation Code Chapters 501, 502, 504 and 520; and

WHEREAS, the county tax assessor-collector acts as agent for the department in the administration of motor vehicle titles and registration; and

WHEREAS, Texas Transportation Code §501.023 provides that to obtain a vehicle title an owner must apply to the county tax assessor-collector; and

WHEREAS, Texas Transportation Code §502.040 provides that an application for vehicle registration is made through the county tax assessor-collector; and

WHEREAS, the department maintains an automated system for the uniform administering of motor vehicle titles and registration, hereinafter identified as the automated registration and title system (RTS); and

WHEREAS, equipment is necessary for the processing of motor vehicle titles and registration; and

WHEREAS, the department and the county desire that equipment procured by the department, hereinafter identified as the "equipment," be installed and operated at location(s) under the jurisdiction of the county; and

WHEREAS, associated policies and procedures for the county use of the equipment are found in the department's County Equipment Guide and in Title 43, Texas Administrative Code (TAC), Sections 217.71-.74; and

WHEREAS, the department will furnish the equipment to the county provided the county agrees to adhere and comply with the County Equipment Guide and the requirements established in this agreement; and

WHEREAS, the department provides the county with certain consumable materials that are integral to the administration of motor vehicle titles and registrations, including disabled placards, cardboard tags, forms, license plates, registration sticker paper, toner cartridges, registration receipt paper, department ad campaign supplies, and other materials (hereinafter referred to as "consumables"); and

WHEREAS, the department and the county are authorized to enter into interlocal contracts or agreements under the authority of Texas Government Code, Chapter 791; and

WHEREAS, on the 13 day of August, 2019, the Fort Bend County Commissioners Court Order or Resolution No. _____, attached and identified as "Attachment C," authorizing the county's execution of this agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties do hereby agree as follows:

I. CONTRACTING PARTIES:

The Texas Department of Motor Vehicles (TxDMV or department)
Fort Bend (County)

II. PURPOSE: Provision of Equipment and Consumables to counties to administer motor vehicle title and registration transactions.

III. STATEMENT OF SERVICES TO BE PERFORMED: TxDMV and the county will perform statutorily required functions related to administering titles and registrations of motor vehicles as described in **Attachment A**, Scope of Services.

IV. CONTRACT PAYMENT: Each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party.

V. TERM OF CONTRACT: This contract begins when fully executed by both parties and terminates six years from the date this contract is executed by the state, or when otherwise terminated as provided in **Attachment B**, Article 4 of this Agreement.

VI. CONTINUING CONTRACT OBLIGATIONS: The obligations and requirements of this contract are not affected by a change in personnel at the county or at the department, including a change in elected or appointed officials.

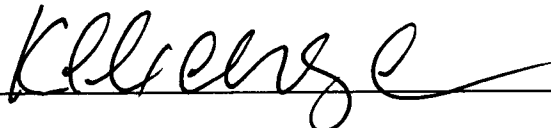
VII. LEGAL AUTHORITY: The parties certify that the services provided under this contract are services that are properly within the legal authority of the Contracting Parties.

The County Commissioners Court, by resolution or ordinance dated August 13, 2019, has authorized the county to obtain and provide the services described in **Attachment A**.

This contract incorporates the provisions of **Attachment A**, Scope of Services, **Attachment B**, General Terms and Conditions, **Attachment C**, Resolution or Ordinance, **Attachment D**, RTS Workstation Lease Agreement, **Attachment E**, Designation of Equipment Custodian, **Attachment F**, County Equipment List.

FOR THE COUNTY

Fort Bend (Name of County)

By  Date 8-13-2019

Typed or Printed Title and Name

County Judge K P George

FOR THE STATE OF TEXAS

Executed for the Executive Director and approved by the Texas Department of Motor Vehicles Board for the purpose and effect of activating and/or carrying out the orders, established policies, or work programs approved and authorized by the Texas Department of Motor Vehicles Board.

By



Jeremiah Kuntz
Director, Vehicle Titles and Registration Division
Texas Department of Motor Vehicles

Date

9/19/19

ATTACHMENT A

Scope of Services

The department will continue to provide equipment, consumables, and support to the county to facilitate the county in administering motor vehicle title and registration transactions, under the following conditions:

The department shall:

1. Provide workstations and equipment in accordance with guidelines set forth in the County Equipment Guide. On an annual basis, the department will provide the county a list of the equipment then assigned to the county. Attachment F, County Equipment List, will be renewed as according to the County Equipment Guide, and will become part of this agreement. The department retains full and complete ownership of the equipment and nothing in this agreement shall grant to the county, its officers, employees, or contractors, ownership in the equipment;
2. Maintain all the hardware and software necessary to support the equipment at approved county tax assessor-collector office locations;
3. Provide the county with the opportunity to lease additional workstations at county expense. A copy of the lease agreement is incorporated into this agreement and is found in Attachment D. Leased workstations are the property of the department;
4. Determine the county's annual needs of VTR-500-RTS paper and toner cartridges, based on historical use, as described in the County Equipment Guide. VTR-500-RTS paper and toner cartridges in excess of the department's determination are available at county expense;
5. Provide basic web-based training for county staff on the processing of title and registration transactions. Additional instruction, training, webinars and user guides may be provided as system adjustments and enhancements are made; and
6. Provide online access to department registration and title manuals.

The county shall:

1. Designate a person employed by the county to serve as the primary equipment custodian, whose responsibility it is to track equipment received by the county pursuant to this agreement. The county will designate the primary equipment custodian in Attachment E of this agreement, and may designate secondary equipment custodians if needed for multiple sites. The primary equipment custodian, in addition to the county itself, is responsible for ensuring compliance with the County Equipment Guide, which is adopted by reference to this agreement. If the County Equipment Guide is updated by the department, the primary equipment custodian must ensure that appropriate county personnel are informed of the update. The primary equipment custodian is also responsible for preparing the county for periodic equipment refreshes. Should the primary or secondary custodians cease employment with the county, the county shall appoint new custodians and update Attachment E.
2. Report lost or stolen equipment to the department within 48 hours of discovery, as provided by the County Equipment Guide. A copy of any resulting police report shall be provided to the department within five business days;

3. Reimburse the department for the replacement cost of lost, stolen or damaged (not due to natural disaster) equipment. The department will invoice the county in accordance with the County Equipment Guide;
4. Not dispose of, transfer, resell, or designate as surplus any of the equipment or consumables provided through this agreement;
5. Process transactions in compliance with the Transportation Code and the department's title and registration manuals and related bulletins;
6. Turn in defective consumables for replacement to the department's local regional service center to which the county is assigned;
7. Ensure all county personnel (or those acting on its behalf) are adequately trained to administer motor vehicle title and registration transactions on behalf of the department;
8. Provide all personnel who use department workstations with training on confidentiality and fraud detection; and
9. Ensure access to department equipment and systems by terminated employees is removed within 48 hours of termination.

ATTACHMENT B
General Terms and Conditions

Article 1. Amendments

The Interlocal Agreement, Scope of Services, and General Terms and Conditions may be amended upon agreement by both parties, without the need to execute a new contract.

The department may update and make changes to the County Equipment Guide and appendices not listed above unilaterally.

Article 2. Conflicts Between Agreements

If the terms of this contract conflict with the terms of any other contract between the parties, the most recent contract shall prevail.

Article 3. Ownership of Equipment

All equipment provided by TxDMV under this contract is and will remain the property of the TxDMV.

Article 4. Suspension or Termination

This contract may be terminated by any of the following conditions:

- A. By mutual consent and agreement of the parties.
- B. By either party after thirty days written notice.
- C. By TxDMV, should it determine at any time that the County has failed to comply with any of the requirements in this agreement.

Should termination of this agreement occur, the County shall allow TxDMV to remove its equipment. TxDMV shall remove equipment within a reasonable amount of time.

In lieu of termination, should TxDMV determine at any time that the County has failed to comply with any of the requirements in this agreement, TxDMV may suspend access to the automated registration and title system at one or all County locations until such failure is corrected.

Article 5. Compliance with Laws

The parties shall comply with all federal, state, and local laws in any manner affecting the performance of this agreement.

Article 6. Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

Article 7. Unauthorized Use of Equipment

The county is provided complete workstations to access RTS. Thus, absent written approval by TxDMV, no additional equipment, hardware, or software may be installed or attached to a workstation.

The equipment may not be moved, relocated, manipulated, disassembled, or reassembled without written approval by TxDMV. This includes attempts to repair the equipment. Absent written approval by TxDMV, workstations may only be used to access RTS.

Article 8. Confidentiality

The county understands that TxDMV collects and maintains confidential and sensitive information and that TxDMV permits access to this data by this agreement. The county is responsible, by law and through this agreement, for maintaining the confidentiality of that data. The county may only disclose confidential information in accordance with Transportation Code Chapter 730, Government Code Chapter 552, and this agreement. The county understands and agrees that the unauthorized release of confidential information may subject its officers, employees, and contractors to liability or prosecution, and may result in the termination of this contract.

The county understands and agrees that any access to RTS granted by the department, including any logins and passwords, are confidential and that said access will not be disclosed to unauthorized persons. Attempts to circumvent department security devices or protocols, by unauthorized software, hardware, or other means, is expressly prohibited and may result in liability or prosecution and termination of this contract.

ATTACHMENT C
Resolution or Ordinance

On the 13th day of August, 2019, the Fort Bend County
Commissioner's Court passed Resolution No. N/A, hereinafter identified by reference,
authorizing the County's participation in this Agreement.

Please attach a copy of the Resolution or Ordinance to this Agreement.

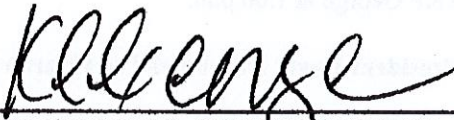
**APPROVAL OF MINUTES
COMMISSIONERS COURT
FORT BEND COUNTY**

I, Laura Richard, duly elected County Clerk and Clerk of Court, Fort Bend County, Texas do hereby submit the Official Minutes of Commissioners Court held on the 13th day of August, 2019.



LAURA RICHARD, COUNTY CLERK

Now, therefore, be it resolved upon the motion of Commissioner Meyers seconded by Commissioner Morales, duly put and carried, it is ordered to accept as presented for record the attached minutes approved on this the 27th day of August, 2019.



KP GEORGE, COUNTY JUDGE

5. Public Comments regarding the Agenda and Announcements.

There were two public speakers:

- Reginald Moore, 8619 Barron Wood Circle, Houston, spoke on Closed Session, Addendum Item 2 in regards to the Sugar Land 95. Mr. Moore indicated there should be a meeting between the Fort Bend ISD and Fort Bend County on the reinterment of Sugar Land 95.
- Jennifer Lane, 7742 Bayou Green Lane, Sugar Land, spoke on Agenda Item 11, Travel for one employee of the Office of District Attorney to Rostock, Germany to participate in an exchange program for prosecutors. Ms. Lane asked for someone to email her the details of the program and the expenses that are expected.

Ed Sturdivant, County Auditor indicated his office can help guide Ms. Lane on the process to obtain the information for Agenda Item 11.

Judge George stated Fort Bend County staff and volunteers will participate in the fifth annual NBC Telemundo Clear the Shelter Days on August 17 and 18. Judge presented a proclamation to Fort Bend County Animal Services and declared Saturday, August 17 and Sunday, August 18, 2019 as Clear The Shelters Day in Texas.

Commissioner DeMerchant had a few announcements:

- Commissioner thanked Stake President David Hruska for leading the court in the Invocation. In Fort Bend County, there are over 10,000 members in his congregation. Mr. Hruska has been Stake President since 2015 in the areas of Sugar Land, Missouri City and Rosenberg.
- Commissioner thanked Dianne Wilson for her years of service on the Texanna Board of Directors, since it was formed in 1999.
- Commissioner is appointing Dr. Asim Shaw to this board. Dr. Shaw is Executive Vice President and Professor in the Menninger Department of Psychiatry and Behavioral Science and the Department of Community and Family Medicine with the Baylor College of Medicine.
- Commissioner presented a proclamation to Maya Valdez, Precinct 4 Summer Intern who will be returning to Brandeis University, located in a suburb of Boston.

Commissioner Morales announced Classic Chevrolet is hosting along with the Lance McCullers Foundation, Fort Bend Paws, and Fort Bend Animal Services an adoption event from 11:00 a.m. - 2:00 p.m.

Commissioner Meyers recognized his intern, Melissa who will be going to Barcelona, Spain to continue her studies and is a student at Texas A&M.

6. PUBLIC HEARINGS: 1:17 p.m.:

Public hearing held. No public comments.

- A. County Judge: Conduct Public Hearing to receive public comments on the Application to the U.S. Department of Justice for FY 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) funds in the amount of \$57,855.**

Item 10 continued - Budget Transfers:

- C. **Fire Marshal:** Rescind transfer approved by Commissioners Court on August 6, 2019, Agenda Item 35A, regarding funds for classroom renovations at the Gus George Building due to error in amount.
- D. **Fire Marshal:** Approve transfer in the amount of \$30,000 from Fees into Information Technology to allocate funds for audio/visual equipment and installation for classrooms at Gus George Building.
- E. **Health & Human Services:** Approve transfer in the amount of \$800 from Travel into Information Technology to allocate funds into correct account for purchase of computer related equipment and supplies.
- F. **Health & Human Services - Animal Services:** Approve transfer in the amount of \$3,848 from Salary into Temporary/Part-Time and Overtime to allocate funds for veterinarian services.
- G. **Health & Human Services - Emergency Medical Service:** Approve transfer in the amount of \$960 from Property and Equipment into Information Technology to allocate funds into correct account for purchase of a laptop computer.
- H. **Information Technology:** Approve transfer in the amount of \$48,200 as detailed on Director's form dated August 7, 2019 to allocate funds into correct accounts for information technology related expenditures.
- I. **Information Technology:** Approve transfer in the amount of \$70,000 from Fees into Capital Acquisitions to allocate funds into correct accounts for expenditures regarding audio/visual solutions for Commissioners Court and the Historic Courthouse.
- J. **Information Technology:** Approve transfer in the amount of \$59,000 from Fees into Capital Acquisitions to allocate funds for the purchase of software and hardware for Digital Signage and SQL Licenses.
- K. **Library:** Approve transfer in the amount of \$9,000 from Information Technology into Fees and Services to allocate funds into correct account for expenditures through September 30, 2019.
- L. **Sheriff's Office - Detention:** Approve transfer in the amount of \$5,500 from Fees into Information Technology to allocate funds into correct account for expenditures through September 30, 2019.

11. DISTRICT ATTORNEY:

Approve travel for one employee of the Office of District Attorney to Rostock, Germany, August 30 through September 16, 2019, to participate in an exchange program for prosecutors. (Fund: District Attorney)

13. ENGINEERING-PERMITTS:

- A. Approve release of Performance Bond to Satterfield and Pontikes Construction, Inc. for completion of work at 1909 Waters Lake Boulevard, Permit No. 2016-9443, Precinct 1.**
- B. Approve release of Performance Bond to Budget Builders, LLC for completion of work at 8603 Reading Road, Permit No. 2018-19134, Precinct 1.**
- C. Approve application from CenterPoint Energy Resources Corp. d/b/a Texas Gas Operations/Binkley & Barfield, Inc. to install fiber optic cable under Oakdale Drive and Stafford Run Creek, Permit No. 2019-29392, Precinct 2.**
- D. Approve application from CenterPoint Energy Resources Corp. d/b/a Texas Gas Operations to install utility poles along W. Grand Parkway S., Permit No. 2019-28330, Precinct 4.**
- E. Approve application from MCIMetro Access Transmission Services Corp/Pivot Permit and Design LLC to install utility conduit along West Airport Boulevard and Old Richmond Road, Permit No. 2019-29524, Precinct 4.**
- F. Approve application from CityLynx, Inc. to install new traffic control signage and pavement markings along Pine Mill Ranch Drive, Permit No. 2019-29516, Precinct 3.**
- G. Approve application from MCIMetro Access Transmission Services Corp/Pivot Permit and Design LLC to install conduit along Gaines Road, Delbarton Road, Forest Briar Drive, and Winkleman Road and Beechnut Street, Permit No. 2019-29514, Precinct 2.**
- H. Approve application from T Construction, LLC to replace water and sanitary sewer lines along Oakdale Drive, Fir Crest Court, Oakdale Court, and Dove Country Drive and Magnolia Court, Permit No. 2019-29553, Precinct 2.**
- I. Approve release of Performance Bond to Oakbrook Builders, LLC for completion of work at 10403 Mason Road, Permit No. 2016-7259, Precinct 4.**
- J. Approve release of Performance Bond to Continental Builders & Developer Inc. for completion of work at 10305 Clodine Road, Permit No. 2016-9129, Precinct 4.**
- K. Approve release of Performance Bond to Precise Services, Inc. for completion of work on LJ Parkway at Hagerson Road, Permit No. 2016-8181, Precinct 4.**
- L. Approve release of Performance Bond to Reliance Construction Services, L.P. for completion of work along Hayden Creek Drive, Evandale Lane Presley Way, Morrison Place, High Meadow Drive, High Plains Drive, Sandhill Drive, Bayhill Drive and Jaymar Drive, Permit No. 2016-8843, Precinct 4.**
- M. Approve release of Performance Bond to Quadvest Construction L. P. for completion of work at 6019 ½ Nowlands Run Lane, Permit No. 2016-9832, Precinct 4.**
- N. Approve release of Performance Bond to Satterfield and Pontikes Construction, Inc. for completion of work at 1747 Waters Lake Boulevard, Permit No. 2016-9436, Precinct 1.**

16. **GRANTS ADMINISTRATION:** The grant application for this item has been approved by Commissioners Court; the Grants Coordinator has reviewed the acceptance documents and makes the following recommendation to Commissioners Court:

Social Services: Accept grant funds in the amount of \$295,832 awarded by the National Emergency Food and Shelter Program (EFSP) Phase 36, administered via the Coalition for the Homeless, for the use in the following categories: Food \$49,082; Rent/Mortgage \$150,000; Utilities \$96,750; with no cash match required by the Fort Bend County the period ending March 31,2020.

17. **HUMAN RESOURCES:**

Approve the rehire of former employee Jennifer Evanicky who terminated employment on October 19, 2018, and will be rehired effective August 14, 2019.

18. **PUBLIC TRANSPORTATION:**

- A. Approve payment of Invoice No. 3081690119 in the amount of \$37,178.98 to Huitt-Zollars for construction management services regarding the Transit Facility, Mobility Bond Project No. 13406. (Fund: 2013 Mobility Bonds and Public Transportation Grants)
- B. Approve payment of Invoice No. 229511 and Invoice No. 227737 for an amount totaling \$8,256.25 to Ninyo & Moore, Inc. regarding the Transit Facility, Mobility Bond Project No. 13406. (Fund: 2013 Mobility Bonds and Public Transportation Grants)

19. **PURCHASING:**

- A. Authorize advertising for bids for helicopter imaging system.
- B. Authorize advertising for bids for Peek Road Bridge emergency repairs.
- C. Authorize advertising for proposals for video surveillance and intercom system for Public Transportation.
- D. Authorize advertising for bids for toxicology supplies and services.

20. **TAX ASSESSOR/COLLECTOR:**

Approve Interlocal Cooperation Agreement for the Provision of Equipment and Consumables between Fort Bend County and Texas Department of Motor Vehicles effective through August 26, 2025.

Moved by Commissioner Meyers, Seconded by Commissioner Morales
Duly put and unanimously carried (5-0), it is ordered to approve Consent Agenda Items 7 - 20.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

21. COUNTY JUDGE:

Take all appropriate action on application to the U.S. Department of Justice for the FY 2019 Edward Byrne Memorial Justice Assistance Grant in the amount of \$57,855, with no local match, and authorize certification of all documents related to the application.

Moved by Commissioner Meyers, Seconded by Commissioner DeMerchant
Duly put and unanimously carried (5-0), it is ordered to approve application to the U.S. Department of Justice for the FY 2019 Edward Byrne Memorial Justice Assistance Grant in the amount of \$57,855, with no local match, and authorize certification of all documents related to the application.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

22. AUDITOR:

Take all appropriate action to direct the County Auditor on disposition of County Assets from various County Department inventory lists that were not located during the 2018-2019 Annual Inventory, to be presented to Commissioners Court in report dated August 13, 2019.

Moved by Commissioner Meyers, Seconded by Commissioner DeMerchant
Duly put and unanimously carried (5-0), it is ordered to direct the County Auditor on disposition of County Assets from various County Department inventory lists that were not located during the 2018-2019 Annual Inventory, to be presented to Commissioners Court in report dated August 13, 2019.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

23. ELECTIONS ADMINISTRATION:

Take all appropriate action on the approval of eighty locations as Countywide Polling Places as presented by the Elections Administrator for the November 5, 2019 Special and Joint Election.

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to approve the eighty locations as Countywide Polling Places as presented by the Elections Administrator for the November 5, 2019 Special and Joint Election.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

26. HEALTH & HUMAN SERVICES:

- A. Take all appropriate action on Memorandum of Understanding between Fort Bend County and Houston Galveston Institute (HGI) for activities related to the administering of behavioral health services in the event of a catastrophic incident or other communicable threat of epidemic proportion, the content of which is confidential pursuant to Texas Homeland Security Act, Section 418.176 through Section 418.182.**

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to approve Memorandum of Understanding between Fort Bend County and Houston Galveston Institute (HGI) for activities related to the administering of behavioral health services in the event of a catastrophic incident or other communicable threat of epidemic proportion, the content of which is confidential pursuant to Texas Homeland Security Act, Section 418.176 through Section 418.182.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

- B. Animal Services: Take all appropriate action on request to transfer the amount of \$26,125 from Non-Departmental Contingency into Animal Services Fees to allocate funds for the cost of spay neuter surgeries for sheltered animals until the full-time Veterinarian begins in September.**

Moved by Commissioner Morales, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to transfer the amount of \$26,125 from Non-Departmental Contingency into Animal Services Fees to allocate funds for the cost of spay neuter surgeries for sheltered animals until the full-time Veterinarian begins in September.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

Commissioner Morales stated this will cover about 100 to 150 spay/neuter surgeries. There were a large amount of intake of animals that needed to be spayed/neutered.

29. PUBLIC TRANSPORTATION:

- A. Take all appropriate action on Amendment No. 2 to the Project Grant Agreement between Texas Department of Transportation and Fort Bend County, Project No. RUR 1902 (11) for Fiscal Year 2019 Section 5311 State funds to revise the budget, with no change in local match and extend the contract through December 31, 2019.**

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to approve Amendment No. 2 to the Project Grant Agreement between Texas Department of Transportation and Fort Bend County, Project No. RUR 1902 (11) for Fiscal Year 2019 Section 5311 State funds to revise the budget, with no change in local match and extend the contract through December 31, 2019.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

- B. Take all appropriate action on application to METRO for the Fiscal Year 2018 Section 5310 funds for an amount up to \$342,500 in federal and \$171,250 in transportation development credits or local cash match, for the Ambassador Program, including grantor's requests for submittal of additional information. (Fund: Public Transportation Grants)**

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to approve application to METRO for the Fiscal Year 2018 Section 5310 funds for an amount up to \$342,500 in federal and \$171,250 in transportation development credits or local cash match, for the Ambassador Program, including grantor's requests for submittal of additional information. (Fund: Public Transportation Grants)

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

30. PURCHASING:

- A. Take all appropriate action on Bid 20-005, term contract for Purchase of Safety Shoes and Boots.**

Moved by Commissioner Meyers, Seconded by Commissioner Morales
Duly put and unanimously carried (5-0), it is ordered to award Bid 20-005, term contract for Purchase of Safety Shoes and Boots to low bidder meeting specs, Safety Shoe Distributors.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

Item 30 continued - Purchasing:

E. Take all appropriate action on Bid 20-002, term contract for Purchase of Trade Books.

Moved by Commissioner Meyers, Seconded by Commissioner Morales
Duly put and unanimously carried (5-0), it is ordered to reject all bids and re-advertise Bid 20-002, term contract for Purchase of Trade Books.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

F. Take all appropriate action on Bid 20-008, term contract for Mowing Services for County Right-of-Ways and Finish Cut Mowing Services for County Right-of-Ways.

Moved by Commissioner Meyers, Seconded by Commissioner Morales
Duly put and unanimously carried (5-0), it is ordered to reject and re-advertise Bid 20-008, term contract for Mowing Services for County Right-of-Ways and Finish Cut Mowing Services for County Right-of-Ways.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

G. Take all appropriate action on Bid 20-013, term contract for Wrecker Services for Fort Bend County Vehicles.

Moved by Commissioner Meyers, Seconded by Commissioner Morales
Duly put and unanimously carried (5-0), it is ordered to award Bid 20-013, term contract for Wrecker Services for Fort Bend County Vehicles to only vendor A & M Wrecker Services.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

Item 30 continued - Purchasing:

- J. Take all appropriate action on Work Authorization No. 9 to Agreement for Professional Services between Fort Bend County and WSP, USA, Inc. formerly dba Parsons Brinckerhoff, pursuant to RFP 15-072, for Public Transportation short-term financial strategies, in the amount not to exceed \$9,975.92, effective August 13, 2019 through October 31, 2019. (Fund: Public Transportation Grant)**

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to approve Work Authorization No. 9 to Agreement for Professional Services between Fort Bend County and WSP, USA, Inc. formerly dba Parsons Brinckerhoff, pursuant to RFP 15-072, for Public Transportation short-term financial strategies, in the amount not to exceed \$9,975.92, effective August 13, 2019 through October 31, 2019. (Fund: Public Transportation Grant)

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

- K. Take all appropriate action on Work Authorization No. 10 to Agreement for Professional Services between Fort Bend County and WSP, USA, Inc. formerly dba Parsons Brinckerhoff, pursuant to RFP 15-072, for Public Transportation planning service for Westpark Park and Ride, in an amount not to exceed \$62,653.25, effective August 13, 2019 through December 31, 2020. (Fund: Public Transportation Grant)**

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to approve Work Authorization No. 10 to Agreement for Professional Services between Fort Bend County and WSP, USA, Inc. formerly dba Parsons Brinckerhoff, pursuant to RFP 15-072, for Public Transportation planning service for Westpark Park and Ride, in an amount not to exceed \$62,653.25, effective August 13, 2019 through December 31, 2020. (Fund: Public Transportation Grant)

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

Item 30 continued - Purchasing:

- N. Take all appropriate action on Second Amendment to Agreement for Professional Engineering Services between Fort Bend County and Paradigm Consultants, Inc. in the additional amount of \$1,209.30 for a total contract amount not to exceed \$131,268.65 pursuant to SOQ 14-025, regarding Sugarland-Howell Road, Mobility Bond Project No. 13211, Precincts 2 and 3. (Fund: 2013 Mobility Bonds)**

Moved by Commissioner Meyers, Seconded by Commissioner Prestage
Duly put and unanimously carried (5-0), it is ordered to approve Second Amendment to Agreement for Professional Engineering Services between Fort Bend County and Paradigm Consultants, Inc. in the additional amount of \$1,209.30 for a total contract amount not to exceed \$131,268.65 pursuant to SOQ 14-025, regarding Sugarland-Howell Road, Mobility Bond Project No. 13211, Precincts 2 and 3. (Fund: 2013 Mobility Bonds)

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

- O. Take all appropriate action on Agreement between Fort Bend County and Rey De La Reza Architects, Inc., for professional design services regarding the construction of the Fort Bend Public Safety Annex, in the amount not to exceed \$303,750. (Fund: Capital Improvement Project)**

Moved by Commissioner Meyers, Seconded by Commissioner Prestage
Duly put and unanimously carried (5-0), it is ordered to approve Agreement between Fort Bend County and Rey De La Reza Architects, Inc., for professional design services regarding the construction of the Fort Bend Public Safety Annex, in the amount not to exceed \$303,750. (Fund: Capital Improvement Project)

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

Item 30 continued - Purchasing:

- R. Take all appropriate action on request to purchase one (1) bus for Public Transportation from Texas Bus Sales, pursuant to RFP 17-044, in an amount not to exceed \$153,207. (Fund: Public Transportation Grants)**

Moved by Commissioner DeMerchant, Seconded by Commissioner Meyers
Duly put and unanimously carried (5-0), it is ordered to purchase one (1) bus for Public Transportation from Texas Bus Sales, pursuant to RFP 17-044, in an amount not to exceed \$153,207. (Fund: Public Transportation Grants)

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

31. SHERIFF'S OFFICE:

Take all appropriate action on Addendum to Vehicle Borrower Application and Agreement between Fort Bend County and Mazda North America Operations for eight vehicles used in the Kids N' Cops Program effective August 1, 2019 through July 31, 2020.

Moved by Commissioner Morales, Seconded by Commissioner Prestage
Duly put and unanimously carried (5-0), it is ordered to approve Addendum to Vehicle Borrower Application and Agreement between Fort Bend County and Mazda North America Operations for eight vehicles used in the Kids N' Cops Program effective August 1, 2019 through July 31, 2020.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

32. Approve Bills.

Moved by Commissioner Morales, Seconded by Commissioner Prestage
Duly put and unanimously carried (5-0), it is ordered to approve bills in the amount of \$9,538,240.57.

Judge George	Yes
Commissioner Morales	Yes
Commissioner Prestage	Yes
Commissioner Meyers	Yes
Commissioner DeMerchant	Yes

Recess:

Recessed at 2:59

The members of the court returned to the 2nd floor Commissioners Courtroom.

Reconvene:

Reconvened at 3:08 p.m.

35. Meet in Closed Session to deliberate the following matters as authorized by the Texas Government Code:

- A. § 551.071. Consultation With Attorney. Commissioners Court will meet in Closed Session to seek the advice of its attorney about pending or contemplated litigation; a settlement offer; or on a matter in which the duty of the attorney to Commissioners Court under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551.**

Cause No. 17-CCV-060644 - State of Texas and Fort Bend County, Texas v Lena M. Orlando, Successor Trustee of the Orlando Family Living Trust, et al; FM 762/FM 2759; Crabb River Road, Parcel 11, Mobility Bond Project No. X28, Precinct 1.

ADDENDUM TO AGENDA

2. Texas Local Government Code Chapter 262 County Purchasing Act; Texas Government Code Chapter 791 Interlocal Cooperation Act; Texas Health & Safety Code: Chapter 711. General Provisions Relating to Cemeteries and Chapter 713: Local Regulation of Cemeteries.

- B. § 551.074. Personnel Matters. Commissioners Court will meet in Closed Session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.**
- 1. Annual Evaluation, Parks Director.**
 - 2. Annual Evaluation, Director of Risk Management.**

Recess:

Recessed at 3:09 p.m.

Closed Session:

Convened at 3:10 p.m.

Adjourned at 3:48 p.m.

Reconvene:

Reconvened at 3:55 p.m.

August 13, 2019



I attest to the accuracy of the foregoing minutes.

Laura Richard

Laura Richard, County Clerk, Fort Bend County, Texas

STATE OF TEXAS
COUNTY OF FORT BEND

I, Laura Richard, County Clerk of Fort Bend County, Texas, do hereby certify that the foregoing is a true and correct copy as the same appears on file and recorded in the appropriate records. Note: A portion of a personal identifying number may have been redacted as allowed by law.

9-18-2019 Date *rw*



Laura Richard
Laura Richard, County Clerk
Fort Bend County, Texas

ATTACHMENT D
RTS WORKSTATION LEASE AGREEMENT

STATE OF TEXAS

COUNTY OF **FORT BEND**

THIS AGREEMENT is made between the Texas Department of Motor Vehicles "TxDMV" or "department" and the "county" pursuant to Texas Transportation Code, Section 520.0093, for the purposes of providing the County of _____, Texas an option to lease additional Registration and Title System ("RTS") workstations directly from the State. This agreement is incorporated into the Interlocal Agreement for Provision of Equipment and Consumables ("County Agreement") and is subject to the provisions of the County Agreement and the County Equipment Guide, including but not limited to provisions relating to: equipment installation, RTS programming and hardware/software configuration, security, maintenance, equipment repair and replacement, equipment movement, unauthorized equipment use, building electrical requirements, accountability/inventory of equipment, training, and supplies.

1. If the county desires additional RTS workstations beyond what is allocated by the department, the workstations may be leased at county expense from the department.
2. The cost of leasing a basic RTS workstation¹ will be \$350 per year plus \$11 per year for an eLearning account, for a total annual lease cost of \$361. If a cable drop is needed for a workstation, there is a one-time cost of \$180 per drop. For workstations that are leased by the county for placement in a full service deputy ("FSD") office, there is an additional annual cost of \$4,260 per full service deputy site, per year to cover the T1 circuit cost.
3. Lease charges are billed annually on the county's annual invoice. Lease costs are prorated for the first year of the lease term based on the installation date, and the prorated amount will be included on the county's next annual invoice.
4. The county may request the department remove the leased equipment at any time. The equipment will be removed within 30 days of the request being received by TxDMV. The county will forfeit any portion of the annual lease fee that remains.
5. Costs for leased equipment and services are subject to change annually.
6. The county will indicate equipment requirements below (by site and quantity). Total annual costs can be projected using the table provided. TxDMV will compute final costs and the county will be billed in accordance with paragraphs 2 and 3 above.
7. In addition to the provisions of the original County Agreement, TxDMV's responsibility for equipment installed at FSD sites (i.e., privately owned, for-profit enterprises performing motor vehicle title and registration transactions for the county tax office) is limited to ensuring the equipment remains operational. The county will be responsible for all training, forms, supplies, user policy and procedures, etc., associated with this offsite equipment. This agreement will remain in force for as long as the County Agreement remains effective.

¹The Basic RTS Workstation includes all standard items for full functionality (monitor, CPU, keyboard, mouse, printer, software, support, and cash drawer, if necessary), in a normal environment.

8. Workstations identified below that are leased under the provisions of this agreement will be installed following approval of the County Commissioner's Court and after signature by the County Judge (or a designee when supported by a certified copy of the Commissioner's Court Order or Resolution, which must be attached) and counter signed by the Director of the Vehicle Titles and Registration Division of the Texas Department of Motor Vehicles.

The County of **FORT BEND** Texas will lease _____ additional RTS workstation(s) to be installed at the following County Tax Office or full service deputy location(s).

Site Type County or FSD	New (N) or Existing (E) Site	Site Name	Site Address	Workstation Quantity

	Item	Site Name	Quantity	Individual Item Cost	Total Annual Cost
1.	RTS Workstation, Basic ¹ (non-FSD site)			\$361.00	
2.	RTS Workstation, Basic ¹ (FSD site)			\$361.00	
3.	T1 Circuit Cost (FSD sites only – one annual circuit charge per FSD site)			\$4,260.00	
				Annual Lease Cost	\$ 0.00

Note: cable drops are an additional \$180 each and charged in first year only

County Judge
FORT BEND

County

Date

Jeremiah Kuntz
Director, Vehicle Titles and Registration

Date

¹The Basic RTS Workstation includes all standard items for full functionality (monitor, CPU, keyboard, mouse, printer, software, support, and cash drawer, if necessary), in a normal environment.

HO CID-FORT BEND COUNTY MAIN OFFICE @ 1317 EUGENE HHEIMANN CIRCLE RICHMOND TX 77469							
Asset #	Asset Description	Serial ID	Location	Condition (G, F, P)	Custodian	Validation 1-Located; 2-Transfer; or 3 Missing/Stolen	Inv. Control Use Only
017317	LANWAN SWITCHING	FOC1648Y33J	4HO079M000	G	Van Peit,Pamela		
030126	COMPUTER HARDWARE- OTHER	FJC1918E0MN	4HO079M000	G	Van Peit,Pamela		
031330	PRINTERS	CNDCJ680BM	4HO079M000	G	Van Peit,Pamela		
035218	COMPUTER, DESKTOP	2UA6322WMF	4HO079M000	G	Van Peit,Pamela		
035219	PRINTERS	PHBBR03734	4HO079M000	G	Van Peit,Pamela		
035220	COMPUTER, DESKTOP	2UA6322W6V	4HO079M000	G	Van Peit,Pamela		
035221	PRINTERS	PHBBR14081	4HO079M000	G	Van Peit,Pamela		
035222	COMPUTER, DESKTOP	2UA6322W1H	4HO079M000	G	Van Peit,Pamela		
035223	PRINTERS	PHBBQ08273	4HO079M000	G	Van Peit,Pamela		
035224	COMPUTER, DESKTOP	2UA6322VSK	4HO079M000	G	Van Peit,Pamela		
035225	PRINTERS	PHBBQ14748	4HO079M000	G	Van Peit,Pamela		
035226	COMPUTER, DESKTOP	2UA6322VJ8	4HO079M000	G	Van Peit,Pamela		
035227	PRINTERS	PHBBR14507	4HO079M000	G	Van Peit,Pamela		
035228	COMPUTER, DESKTOP	2UA6322W2B	4HO079M000	G	Van Peit,Pamela		
035229	PRINTERS	PHBBR02806	4HO079M000	G	Van Peit,Pamela		
035230	COMPUTER, DESKTOP	2UA6322W1Y	4HO079M000	G	Van Peit,Pamela		
035231	PRINTERS	PHBBR03093	4HO079M000	G	Van Peit,Pamela		
035232	COMPUTER, DESKTOP	2UA6322WDX	4HO079M000	G	Van Peit,Pamela		
035233	PRINTERS	PHBBR14083	4HO079M000	G	Van Peit,Pamela		
035234	COMPUTER, DESKTOP	2UA6322W27	4HO079M000	G	Van Peit,Pamela		
035235	PRINTERS	PHBBQ08200	4HO079M000	G	Van Peit,Pamela		
035236	COMPUTER, DESKTOP	2UA6322WQ8	4HO079M000	G	Van Peit,Pamela		
035237	PRINTERS	PHBBQ14744	4HO079M000	G	Van Peit,Pamela		
035238	COMPUTER, DESKTOP	2UA6322W1V	4HO079M000	G	Van Peit,Pamela		
035239	PRINTERS	PHBBQ14739	4HO079M000	G	Van Peit,Pamela		
035240	COMPUTER, DESKTOP	2UA6322W2G	4HO079M000	G	Van Peit,Pamela		
035241	PRINTERS	PHBBR14488	4HO079M000	G	Van Peit,Pamela		
035242	COMPUTER, DESKTOP	2UA6322W19	4HO079M000	G	Van Peit,Pamela		

<u>Gladys Munoz</u> Employee Printed Name	<u>Gladys Munoz</u> Employee Signature	<u>7/8/19</u> Date
<p>By my signature above, I attest that the assets listed above were each accounted for during a physical location performed between <u>7/8/19</u> (date) and <u>7/8/19</u> (date) by <u>Gladys Munoz</u> (names) and identified as either located (condition and custodian name provided and shown as "located" in last column); transferred ("see attached transfer" shown in the last column with a copy of the transfer attached to this report); or, as missing/stolen/damaged ("see attached missing/stolen report" shown in last column and a copy of the new, custodian/inventory coordinator signed missing/stolen report attached to this report).</p>		
<p>NOTE: IF ADDITIONAL ASSETS ARE FOUND THAT ARE NOT ON THIS REPORT, ADD THEM TO AN "ADDITIONAL ITEMS FOUND" FORM RATHER THAN ADDING THEM HERE.</p>		

HO CID-FORT BEND COUNTY MAIN OFFICE @ 1317 EUGENE HHEIMANN CIRCLE RICHMOND TX 77469

Asset #	Asset Description	Serial ID	Location	Condition (G, F, P)	Custodian	Validation 1-Located; 2-Transfer; or 3-Missing/Stolen	Inv. Control Use Only
035243	PRINTERS	PHBBQ08199	4HO079M000	G	Van Pelt, Pamela		
035244	COMPUTER, DESKTOP	2UA6322WNB	4HO079M000	G	Van Pelt, Pamela		
035245	PRINTERS	PHBBR14078	4HO079M000	G	Van Pelt, Pamela		
035246	COMPUTER, DESKTOP	2UA6322W32	4HO079M000	G	Van Pelt, Pamela		
035247	PRINTERS	PHBBQ14741	4HO079M000	G	Van Pelt, Pamela		
035248	COMPUTER, DESKTOP	2UA6322WLP	4HO079M000	G	Van Pelt, Pamela		
035249	PRINTERS	PHBBQ15357	4HO079M000	G	Van Pelt, Pamela		
035250	COMPUTER, DESKTOP	2UA6322W30	4HO079M000	G	Van Pelt, Pamela		
035251	PRINTERS	PHBBQ14716	4HO079M000	G	Van Pelt, Pamela		
035252	COMPUTER, DESKTOP	2UA6322WNY	4HO079M000	G	Van Pelt, Pamela		
035253	PRINTERS	PHBBR14084	4HO079M000	G	Van Pelt, Pamela		
035254	COMPUTER, DESKTOP	2UA6322WLN	4HO079M000	G	Van Pelt, Pamela		
035255	PRINTERS	PHBBR14075	4HO079M000	G	Van Pelt, Pamela		
035256	COMPUTER, DESKTOP	2UA6322WML	4HO079M000	G	Van Pelt, Pamela		
035257	PRINTERS	PHBBR03054	4HO079M000	G	Van Pelt, Pamela		
035258	COMPUTER, DESKTOP	2UA6322W28	4HO079M000	G	Van Pelt, Pamela		
035259	PRINTERS	PHBBR14080	4HO079M000	G	Van Pelt, Pamela		
035260	COMPUTER, DESKTOP	2UA6322W2C	4HO079M000	G	Van Pelt, Pamela		
035261	PRINTERS	PHBBR14505	4HO079M000	G	Van Pelt, Pamela		
035262	COMPUTER, DESKTOP	2UA6322WLC	4HO079M000	G	Van Pelt, Pamela		
035263	PRINTERS	PHBBQ07331	4HO079M000	G	Van Pelt, Pamela		
035264	COMPUTER, DESKTOP	2UA6322W24	4HO079M000	G	Van Pelt, Pamela		
035265	PRINTERS	PHBBQ08429	4HO079M000	G	Van Pelt, Pamela		
035266	COMPUTER, DESKTOP	2UA6322W6J	4HO079M000	G	Van Pelt, Pamela		
035267	PRINTERS	PHBBQ06242	4HO079M000	G	Van Pelt, Pamela		
035268	COMPUTER, DESKTOP	2UA6322W15	4HO079M000	G	Van Pelt, Pamela		
035269	COMPUTER, DESKTOP	2UA6322WKV	4HO079M000	G	Van Pelt, Pamela		
035270	PRINTERS	PHBBR14508	4HO079M000	G	Van Pelt, Pamela		

Gladys Munoz Employee Printed Name Gladys Munoz Employee Signature 7-9-19 Date

By my signature above, I attest that the assets listed above were each accounted for during a physical location performed between 7-8-19 (date) and 7-9-19 (date) by Gladys Munoz (names) and identified as either located (condition and custodian name provided and shown as "located" in last column); transferred ("see attached transfer" shown in the last column with a copy of the transfer attached to this report), or, as missing/stolen/damaged ("see attached missing/stolen report" shown in last column and a copy of the new, custodian/inventory coordinator signed missing/stolen report attached to this report).

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HO CID- FORT BEND COUNTY SUBSTATION @ 307 TEXAS PARKWAY #113 MISSOURI CITY TX 77489

Asset #	Asset Description	Serial ID	Location	Condition (G, F, P)	Custodian	Validation 1-Located; 2-Transfer; or 3 Missing/Stolen	Inv. Control Use Only
019541	LANWAN SWITCHING	FCQ1531Y03A	5H0079S000	G	Van Pelt, Pamela		
019658	LANWAN SWITCHING	FTX153583P0	5H0079S000	G	Van Pelt, Pamela		
036034	COMPUTER, DESKTOP	2UA6322VM6	5H0079S000	G	Van Pelt, Pamela		
036035	PRINTERS	PHBBR14007	5H0079S000	G	Van Pelt, Pamela		
036036	COMPUTER, DESKTOP	2UA6322WHH	5H0079S000	G	Van Pelt, Pamela		
036037	COMPUTER, DESKTOP	2UA6322XNH	5H0079S000	G	Van Pelt, Pamela		
036038	PRINTERS	PHBBR13995	5H0079S000	G	Van Pelt, Pamela		
036039	PRINTERS	PHBBR14003	5H0079S000	G	Van Pelt, Pamela		
036040	COMPUTER, DESKTOP	2UA6322XBG	5H0079S000	G	Van Pelt, Pamela		
036041	COMPUTER, DESKTOP	2UA6322XMC	5H0079S000	G	Van Pelt, Pamela		
036042	PRINTERS	PHBBR13998	5H0079S000	G	Van Pelt, Pamela		
036043	COMPUTER, DESKTOP	2UA6322XP0	5H0079S000	G	Van Pelt, Pamela		
036044	PRINTERS	PHBBR13997	5H0079S000	G	Van Pelt, Pamela		
036045	COMPUTER, DESKTOP	2UA6322W0F	5H0079S000	G	Van Pelt, Pamela		
036046	PRINTERS	PHBBR14000	5H0079S000	G	Van Pelt, Pamela		
036047	PRINTERS	PHBBR13996	5H0079S000	G	Van Pelt, Pamela		
036048	COMPUTER, DESKTOP	2UA6322V98	5H0079S000	G	Van Pelt, Pamela		
036049	PRINTERS	PHBBR14249	5H0079S000	G	Van Pelt, Pamela		
036050	PRINTERS	PHBBR13992	5H0079S000	G	Van Pelt, Pamela		
036051	COMPUTER, DESKTOP	2UA6322XLK	5H0079S000	G	Van Pelt, Pamela		
036052	COMPUTER, DESKTOP	2UA6322X86	5H0079S000	G	Van Pelt, Pamela		
036053	PRINTERS	PHBBR14002	5H0079S000	G	Van Pelt, Pamela		
036054	COMPUTER, DESKTOP	2UA6322V5Q	5H0079S000	G	Van Pelt, Pamela		
036055	PRINTERS	PHBBR14243	5H0079S000	G	Van Pelt, Pamela		
036056	COMPUTER, DESKTOP	2UA6322X9K	5H0079S000	G	Van Pelt, Pamela		
036057	PRINTERS	PHBBR14254	5H0079S000	G	Van Pelt, Pamela		
036058	PRINTERS	PHBBR13996	5H0079S000	G	Van Pelt, Pamela		
036059	COMPUTER, DESKTOP	2UA6322VPK	5H0079S000	G	Van Pelt, Pamela		

Vicky Garcia
 Employee Printed Name

V Garcia
 Employee Signature

7-9-19
 Date

By my signature above, I attest that the assets listed above were each accounted for during a physical location performed between 7-5-19 (date) and 7-9-19 (date) by Vicky Garcia (names) and identified as either located (condition and custodian name provided and shown as "located" in last column); transferred (see attached transfer" shown in the last column with a copy of the transfer attached to this report); or, as missing/stolen/damaged ("see attached missing/stolen report" shown in last column and a copy of the new, custodian/inventory coordinator signed missing/stolen report attached to this report).

NOTE: IF ADDITIONAL ASSETS ARE FOUND THAT ARE NOT ON THIS REPORT, ADD THEM TO AN "ADDITIONAL ITEMS FOUND" FORM RATHER THAN ADDING THEM HERE.

HO CID-FORT BEND COUNTY SUBSTATION 2 @ 22333 GRAND CORNER RD. #101 KATY TX 77494

Asset #	Asset Description	Serial ID	Location	Condition (G, F, P)	Custodian	Validation 1. Located 2. Transfer, or 3. Missing/Stolen	Inv. Control Use Only
019530	LANWAN SWITCHING	FCQ1531Y07X	SHO079S002	G	Van Pelt, Pamela		
019598	LANWAN SWITCHING	FTX15158344	SHO079S002	G	Van Pelt, Pamela		
031188	PRINTERS	PHBQ12950	SHO079S002	G	Van Pelt, Pamela		
037655	COMPUTER, DESKTOP	ZUA6322VGN	SHO079S002	G	Van Pelt, Pamela		
037656	PRINTERS	PHBRR14348	SHO079S002	G	Van Pelt, Pamela		
037657	COMPUTER, DESKTOP	ZUA6322WKG	SHO079S002	G	Van Pelt, Pamela		
037658	PRINTERS	PHBRR14346	SHO079S002	G	Van Pelt, Pamela		
037659	COMPUTER, DESKTOP	ZUA6322VRC	SHO079S002	G	Van Pelt, Pamela		
037661	COMPUTER, DESKTOP	ZUA6322X3J	SHO079S002	G	Van Pelt, Pamela		
037662	PRINTERS	PHBRR14345	SHO079S002	G	Van Pelt, Pamela		
037663	COMPUTER, DESKTOP	ZUA6322WKB	SHO079S002	G	Van Pelt, Pamela		
037664	PRINTERS	PHBRR14353	SHO079S002	G	Van Pelt, Pamela		
037665	COMPUTER, DESKTOP	ZUA6322VRH	SHO079S002	G	Van Pelt, Pamela		
037666	COMPUTER, DESKTOP	ZUA6322VGL	SHO079S002	G	Van Pelt, Pamela		
037667	PRINTERS	PHBRR14341	SHO079S002	G	Van Pelt, Pamela		
037668	PRINTERS	PHBQ15467	SHO079S002	G	Van Pelt, Pamela		
037669	COMPUTER, DESKTOP	ZUA6322WYY	SHO079S002	G	Van Pelt, Pamela		
037670	COMPUTER, DESKTOP	ZUA6322WHN	SHO079S002	G	Van Pelt, Pamela		
037671	PRINTERS	PHBRR14347	SHO079S002	G	Van Pelt, Pamela		
	END OF REPORT						

Terr Garza
Employee Printed Name

Terr Garza
Employee Signature

7-8-19
Date

By my signature above, I attest that the assets listed above were each accounted for during a physical location performed between 7-8-19 (date) and 7-8-19 (date) and name provided and shown as "located" in last column), transferred ("see attached transfer" shown in the last column with a copy of the transfer attached to this report), or, as missing/stolen/damaged ("see attached missing/stolen report" shown in last column and a copy of the new custodian/inventory coordinator signed missing/stolen report attached to this report).

NOTE: IF ADDITIONAL ASSETS ARE FOUND THAT ARE NOT ON THIS REPORT, ADD THEM TO AN "ADDITIONAL ITEMS FOUND" FORM RATHER THAN ADDING THEM HERE.

