

MEETING NOTICE
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3

Notice is hereby given that the Board of Commissioners of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3** will hold a meeting on **February 9, 2026, at 6:30 P.M.** at the District's Administration Office, **6931 Masters Road, Manvel, Texas 77578.**

The District will consider and act upon the following matters:

1. Call to order, roll call, pledge of allegiance, opening prayer and welcome guest.
2. To receive public comment.
3. To conduct election of Officers of the Board for 2026.
4. Special Recognition of EMS Personnel.
5. Consent Agenda – The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a commissioner so requests, in which event, the item will be removed and placed on the Non-Consent Agenda:
 - a. Approve minutes of the prior meeting.
 - i. January 12, 2026 – District Meeting.
 - ii. January 15, 2026 – Special Meeting (CEC)
 - b. Approve financial and bookkeeping matters, including payment of the bills and review of reports concerning the District's financial condition and investments.
 - c. To review and take action to approve EMS Policy and Procedure Revisions for required training for Human Trafficking on an annual basis, per DSHS.
6. Non-Consent Agenda:
 - a. Items removed from the Consent Agenda.
7. To review and act to approve Morton Morrow, Inc. as the vendor for annual preventive maintenance of the breathing air compressors.
8. To review and act to approve MES Service Company, LLC as the vendor for annual inspections, testing, maintenance and repair of the Self-contained Breathing Apparatus (SCBA).
9. To review and act to approve the purchase of SCBA Fit Testing Machine and a 5-year service plan through Municipal Emergency Services (MES).
10. To review and act to approve the purchase of a security system and building access equipment for fire station(s).
11. To review and act on the disposition of surplus and salvage property.
12. To review and act to approve interlocal agreement with Brazoria County MUD 21 and Brazoria County MUD 22 regarding improvements at the Lakes of Savannah emergency services station.
13. To review and take action on matters related to construction, renovation, repair, and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors, approval of construction financing.

14. To receive a report on District EMS operations from District EMS Chief, Tim Welch.
15. To receive a report on District Fire operations from District Fire Services Administrator, Jack Helton.
16. To receive the Community Engagement report from Administrative Director, Cindy Reaves.
17. To receive an update on operations and administration from Executive Director, Jeff Braun.
18. To meet in Closed Session under Government Code 551.071, 551.072, 551.074, 551.076 and 551.0761 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, to deliberate regarding real property, to deliberate regarding personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of District personnel, to deliberate regarding security devices or security audits, and to deliberate regarding critical infrastructure facilities and cybersecurity.
19. To review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate.
20. Adjourn.



Charla Armstrong

Charla Armstrong
Administrative Clerk
Brazoria County
Emergency Services District No. 3
6931 MASTERS RD
MANVEL, TEXAS 77578
Phone (281) 519-8779
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Agenda

Item 1

**No
Documentation
for this Item**

Agenda

Item 2

**No
Documentation
for this Item**

Agenda

Item 3



Memo

To: BCESD 3 Board of Commissioners

From: Jeff D. Braun, Executive Director

Date: February 9, 2026

Re: Election of Officers

Each year the Board elects officers from its membership. Traditionally, the Board elects its President, Vice President, Treasurer, and Secretary. To facilitate the work of the District, the Board may create assistant officer positions. For example, having an Assistant Treasurer provides a redundant ability to sign checks when needed. The election of officers is normally conducted at the first Board meeting of each year. If an office is vacated during the year, such position may be filled at a subsequent meeting of the Board.

Officer positions during last year (2025):

PRESIDENT	Darrell Valusek
VICE PRESIDENT	Frank Hagdorn
TREASURER	Matt Glaves
SERETARY	Matt Glaves
ASSISTANT TREASURER	De Wayne Davis
ASSISTANT SECRETARY	George Bullington

Agenda

Item 4

**No
Documentation
for this Item**

Agenda

Item 5

Agenda

Item 5ai

MINUTES OF THE JANUARY 12, 2026, DISTRICT MEETING
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3

A meeting was duly called of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on January 12, 2026, at the District Administration Office, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:30 P.M. by **DARRELL VALUSEK**, District President. The Commissioners present were **DARRELL VALUSEK, FRANK HAGDORN, MATT GLAVES, GEORGE BULLINGTON and DE WAYNE DAVIS**. Also present were District Executive Director Jeff Braun, legal counsel John Peeler, ESD 3 EMS Chief Tim Welch, ESD 3 Fire Services Administrator Jack Helton, District CPA Randall Parr, Administrative Director Cindy Reaves, other District Staff, representatives of the District's contracted providers, and members of the community.

The Board opened the floor to receive public comment under agenda item 2. No comments were provided.

The Board then addressed agenda item 3, Consent Agenda – the following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a Commissioner so requests, in which event, the item will be removed and placed on the Non-Consent Agenda:

- a. Approve minutes of the prior meeting.
 - i. December 08, 2025 – District Meeting.
 - ii. December 30, 2025 – Special Meeting
- b. Approve financial and bookkeeping matters, including payment of the bills and review of reports concerning the District's financial condition and investments.
- c. To review and approve the 2025 appraisal roll submitted by the Tax Assessor under Tax Code §26.09(e).

Commissioner Glaves made a motion to approve all items as presented. The motion was seconded by Commissioner Bullington. The motion was approved by a vote of 5 to 0.

The Board then addressed agenda item 4, Non-Consent Agenda – items removed from the Consent Agenda. No items were removed, no action taken.

The Board proceeded to agenda item 5, to review and act on revisions to the District 2026 Budget. This is an item to address revisions to the Budget for the Fiscal Year 2026. Any revisions

to the 2026 Budget have no effect on the District's Tax Rate. The most recently adopted Tax Rate was adopted on August 8, 2025 to fund the Fiscal Year 2026 Budget. No action to revise or amend the 2026 Budget can affect the Tax Rate which was previously adopted. Therefore, no Taxpayer Impact Statement as required by Government Code § 551.043(c)(2) is possible. The revised 2026 Budget is attached for reference. Jeff Braun, Executive Director, began by addressing the Board to explain the revisions then handed it over to Randy Parr, CPA. Mr. Parr noted and explained the revisions to the budget increasing expenditures in some areas while reflecting cost savings in other areas. Commissioner Hagdorn made a motion to approve the revisions to the budget as presented. The motion was seconded by Commissioner Graves. The budget revisions were approved by a vote of 5 to 0.

The Board then addressed agenda item 6, to review and take action to approve the purchase of apparatus lift from ARI Phoenix, Inc. Jack Helton, Fire Services Administrator, discussed the need for the portable lifts at the maintenance shop. Funding had been approved during the budget process in August 2025. He was able to negotiate a lower price than originally quoted. Commissioner Graves made a motion to approve the purchase of the portable lifts as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 7, to review and act to approve the use of The Grounds Guys as the lawn maintenance firm for the District. Jack Helton, Fire Services Administrator, spoke of the current vendor and some of the issues the District has encountered. Mr. Helton received bids based on certain criteria and found that the District could receive more services, such as fertilizing, pruning, and maintenance on the sprinkler system, for less money with The Grounds Guys. Commissioner Graves made a motion to approve as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 8, to review and act on projects for Liverpool Fire Station related to bay expansion and bay heaters. Jack Helton, Fire Services Administrator, spoke to the Board about the necessary expansion of the bay doors to accommodate any apparatus from the District being able to be housed at the Liverpool Station. Commissioners had questions that Mr. Helton was able to answer regarding the scope of work. Commissioner Graves made a

motion to approve the bay expansion and heaters as presented. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 – 0.

The next item to be addressed by the Board is agenda item 9, to review and act on purchase of new brush truck for Iowa Colony Volunteer Fire Department. Jack Helton, Fire Services Administrator, spoke to the Board about purchasing individual components through cooperative purchasing programs to build a lighter weight brush truck to allow for better maneuverability for Iowa Colony Volunteer Fire Department. Iowa Colony Volunteer Fire Department will provide partial funding for the truck. Commissioner Hagdorn made a motion to approve the purchase as presented. The motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 10, to review and act on policy recommendations for use of body armor in district. Jack Helton, Fire Services Administrator, approached the Board about the necessity to purchase body armor for the Fire Departments for the safety of the individuals who serve at the departments. He informed the Board that it would not be purchased for individuals specifically but for them to be issued to the truck. Mr. Helton further stated that training will be included with the purchase of the vest, plates and cover. He estimated three to four sets of body armor per truck and stated the full deployment across the District vehicles is expected to take approximately three to five years. Commissioner Graves made a motion to approve the policy as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 – 0.

The next item to be addressed by the Board is agenda item 11, to review and act to authorize the District President or Executive Director to approve any documents necessary for insurance claims related to damaged vehicles, equipment and property. John Peeler, legal counsel, explained to the Board that a pending insurance claim required authorization and signatures by the President and/or Executive Director to advance the claim. He recommended that the Commissioners approve an additional Resolution delegating authority to the President and/or Executive Director to execute such documents in the future without the need to await Board action. Commissioner Graves made a motion to approve the current claim as presented. The motion was seconded by Commissioner Hagdorn. The motion was approved by a vote of 5 –

0. Commissioner Graves then made a motion to approve the authorization for future needs as presented. The additional motion was seconded by Commissioner Davis. The motion was approved by a vote of 5 – 0.

The Board then addressed agenda item 12, to review and take action on matters related to construction, renovation, repair, and improvements to District facilities and real property, including engagement of design professionals or engineering services, selection of builders/contractors, approve of construction financing. No discussion, no action taken.

The Board then addressed agenda item 13, to receive a report on District EMS operations from District EMS Chief Tim Welch. Chief Welch opened with comments posted by patients to the Commissioners that spoke of jobs well done and how appreciative the patients were for the service and care they received at their times of need. He went on to give the statistics for 2025 from each location and overall. He spoke of the revenues from 2025 and the billing that occurred with a 35% increase from 2024. He went on to talk about the accomplishments of the crew and staffing levels. Chief Welch spoke of their clinical education at the cadaver lab and active shooter training with more coming in 2026. EMS will be working this year to become accredited by the Accreditation Committee of Ambulance Services.

The next item to be addressed by the Board is agenda item 14, to receive a report on District Fire Operations from District Fire Services Administrator Jack Helton. Mr. Helton informed the Commissioners of the bids regarding landscaping, the contracts that have been signed and returned from all fire providers with the exception of one. He went on to talk about the ISO plan for improvement from Liverpool that has been accepted. Mr. Helton discussed the fleet and the completion of items prior to Scott Loy going on vacation, issues at EMS Station 3 with the stove and the clean up behind EMS Station 1 in the open lot. He then presented the fire providers statistics which reflected an 18% increase compared to 2024.

The Board then addressed agenda item 15, to receive the Communications report from Cindy Reaves, Administrative Director. Mrs. Reaves reported that the social media reach which was up over 20% due to two reels that were posted. She continued with the statistics overall. She is working on an all-encompassing community relations plan for community outreach and

education to include a photo shoot that would include all of the fire providers as well as the production of one or more educational videos. She talked about current and upcoming events for the Commissioners and community events she has attended this month.

The Board then addressed agenda item 16, to receive an update on operations and administration from Executive Director, Jeff Braun. Mr. Braun addressed Chief Welch about something he missed in his EMS report regarding money he successfully received from Savannah North Community Foundation. Chief Welch elaborated on a grant that was received for \$6500 for capital purchases. Mr. Braun also addressed Jack Helton, Fire Services Administrator, about what was missing from his fire, fleet and facilities report which was a job posting for a Facilities Maintenance Coordinator. Mr. Braun spoke about working with David Slattery regarding the zoning variance issue with the City of Manvel, still waiting on TxDot on our warning signs, legal counsel is working on the report for HB103 and working on CR 143 real estate closing. He continued by reporting the meetings he has had with numerous officials over the last month.

The Board then addressed agenda item 17, to meet in Closed Session under Government Code 551.071, 551.072 and 551.074 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, to deliberate regarding real property and to deliberate regarding personnel matters, including appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of District personnel.

The Board moved to Closed Session at 7:43 P.M.

The Board reconvened in Open Session at 8:40 P.M.

The Board proceeded to address agenda item 18, to review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance and legal actions related to real estate. No action taken, no vote taken.

The meeting was adjourned at 8:41 P.M.

Matt Glaves, Secretary/Treasurer

Agenda

Item 5a.ii

MINUTES OF THE JANUARY 15, 2026, COMMUNITY ENGAGEMENT MEETING at
BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3

A meeting was duly called of the **COMMUNITY ENGAGEMENT COMMITTEE** of the **BRAZORIA COUNTY EMERGENCY SERVICES DISTRICT NO. 3**, which was held on January 15, 2026, at the District Administration Office, 6931 Masters Road, Manvel, Texas 77578.

The meeting was called to order at 6:00 P.M. by **CINDY REAVES**, Administrative Director. The Commissioners present were **DARRELL VALUSEK, FRANK HAGDORN, MATT GLAVES, DE WANYE DAVIS and GEORGE BULLINGTON**. Also present were District Executive Director Jeff Braun, Fire Services Administrator Jack Helton, BCESD 3 EMS Chief Tim Welch, other District Staff and members of the community.

The meeting was led by Cindy Reaves and she opened the floor to receive public comment under agenda item 2. No comments were provided, although everyone introduced themselves around the room.

The meeting moved on to agenda item 3, Year End Review / Agency Update. EMS Chief Welch began the updates with call volumes increasing, going to the cadaver lab and he passed on comments by patients that have been posted regarding the wonderful service and exceptional care they have received. He talked about the 39% increase in billing revenue. He spoke of the capital investments purchased last year to improve services included cardiac monitors, stretchers, etc. Chief Welch went on to talk about staff development that equates to 19 full time paramedics and four part time paramedics. The FRO program will roll out this quarter to include Manvel Volunteer Fire Department and Iowa Colony Volunteer Fire Department. Fire Services Administrator, Jack Helton, began with informing the group of his role with the District. His role is to facilitate between all of the volunteer departments within the 650 miles the District covers and assist with other EMS agencies within the District. Mr. Helton went over his coverage of the fleet, facilities and fire. He sends out bids, holding vendors accountable for the money that is spent to maintain, enhance and repair these areas. He touched on the ISO ratings for the District and how the ratings affect homeowners insurance. Jack spoke of two accidents that occurred last year; one with an ambulance that was hit head on and the other was a tanker that rolled over on the way to a fire. He touched on the facilities and the maintenance that goes along with aging

buildings along with the newer facilities. He mentioned the newest station which will be in Rodeo Palms that is in the preliminary stages of construction. Jack continued with the statistics for 2025 and the 18% increase from 2024. He showed comparisons in response times between a volunteer staffed station and a station that has part time staffing. Mr. Helton spoke about the purchase of portable lifts for apparatus to allow Scott Loy to work on some of the larger vehicles in-house. This will save the District money so the maintenance does not have to be outsourced. In closing, Jeff Braun, Executive Director, brought up the addition to Lakes of Savannah and asked Chief Welch to elaborate on where the funding would come from. Chief Welch stated it would come from MUD 21 and MUD 22. He asked Jack Helton to elaborate on the savings associated with the contract with the new landscaping vendor and if less service was being provided with savings. Mr. Helton shared that the District would be receiving more services than are what is currently provided for less money. Mr. Braun asked each department head to inform the attendees of their experience in their field to show what each person has to offer the District and how that experience benefits the citizens we serve. Jeff discussed upcoming workshops to talk about capital improvements throughout the District, which includes equipment and the new station in Rodeo Palms, etc. He elaborated further on the aging apparatus in our fleet. The apparatus will be replaced incrementally over the years, with stations receiving “hand me downs” during this transition. Mr. Braun spoke about the data required to make decision and policies and how the quality of the data has increased tremendously. He went on to talk about the full time, part time and volunteers that are a part of the District and their readiness to do what it takes in times of someone’s needs on what could be their worst day. The floor was opened for questions and answers were given by the appropriate department.

The meeting was adjourned at 7:30 P.M.

Matt Glaves, Secretary/Treasurer

Agenda

Item 5b

Brazoria County

Emergency Services District No. 3

Financial Report
January 31, 2026



Randall F. Parr, CPA

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February 5, 2026

Commissioners
Brazoria County Emergency Services District No. 3
Manvel, TX

RE: **December Financial Report**

Commissioners:

Attached are the financial reports for the District for January 2026, and the completion of the annual budget cycle. Included in the report package are the comparative balance sheet, summarized and detailed versions of the consolidated actual versus budget reports through January, preliminary EMS division actual to budget report for January, and investment report for January.

Highlights of the report include:

Balance Sheet Accounts:

Total cash available on January 31, 2026, is \$24,124,522 versus \$21,704,762 at the same time last year. Included in the cash balances are the proceeds from the \$2,000,000 loan to renovate the main EMS facility and administration building. Invested funds in the Tex Pool and Texas Class accounts, in the amounts of \$2,356,146 and \$20,211,710, respectively. With interest rates at approximately 3.9%, interest earnings on these accounts total \$67,925 for the month of January. We have transferred most of the funds from the Wells Fargo sweep account to the Texas Class General Reserve account to obtain the best available interest rate on invested funds. Cash balances will begin to increase over the next several months as property tax revenues will exceed operating expenses and we will continue to transfer excess cash as deemed appropriate.

As the Fed is beginning to lower interest rates, we have begun the process of identifying cash balances that may be invested for 3, 6, 9 and 12 months without creating a negative impact on the District's liquidity.

Property tax receivables are reconciled through December.

The narrative of this report will provide comments on the entirety of the District's Operations and Administration as well as separately on the EMS Operations. This will be expanded to include Fire Operations and Finance divisions in the future.

District Wide Operations

With the tax rate being split between an M&O rate and an I&S rate, we have split the "income statement" between a "General Fund" section and a "Debt Service" section. This will allow for better analysis of operating revenues and operating expenses versus property tax funds that have been pledged against certain debt obligations of the District. The use of an I&S tax rate also minimized the impact of SB 2 on property tax revenue growth.

Total M&O property tax receipts for January are \$7,686,910 and include the current year tax collections received prior to December 31, 2025.

EMS collections for January were \$109,252 and include collections received prior to December 31, 2025.

First quarter 2026 billings to the two MUD districts have been made.

District administrative salaries and benefits are \$42,620 for January and are at 6.14% for 2026. Total administrative expenses for January are 5% with no category having any remarkable amounts.

Service provider costs paid in January for the first quarter are in line with expectations.

District wide operating salaries and benefits total 534,210 for January versus a budgeted amount of \$5,659,814 or about 9.4% of the 2026 budget. This is slightly above the expected 8.3% for one month but the costs include an annual \$25,201 payment for the Accident & Sickness policy and payments of workers comp premiums of \$134,150 or about half the 2026 budgeted amount. Annual renewal payments on various software licenses have occurred and slightly distort the usage percentage. Similarly, quarterly communications contract payments were made in January and distort the usage percentage,

With the revised class reporting structure, we did identify a few coding errors but did not have the time to make the corrections. These will be cleaned up in the February report.

Other Receipts

Interest income on the TexPool, Texas Class and Wells Fargo Sweep accounts, excluding the I&S Debt Service funds for January is \$67,005 against a budgeted amount of \$862,000 for the year. Invested cash balances should continue to increase through February as 2026 property tax revenues are being received.

Capital Expenditures

The January contractor's invoice for the renovation at EMS Station 1 was not received in time to be included in this report.

Debt Service Fund

I&S property tax receipts were \$342,387 in January including amounts received prior to December 31, 2025. Most of these funds were transferred to a separate account at Texas Class and earned \$732 in January.

No debt service payments were made in December.

EMS Operations

Patient service revenue collections are \$109,252 in January.

Operating expenses of the EMS division are \$335,803 in January and are in line with budget expectations. Total salaries and benefits through January 31 are at 7.3% of the annual budget.

Should you have questions concerning the financial information contained in the report, please do not hesitate to contact me.

Sincerely,

Randall F. Parr

Randall F. Parr, CPA

Brazoria County ESD 3 Balance Sheet Comparison

	Total	
	As of Jan 31, 2026	As of Jan 31, 2025 (PY)
ASSETS		
Current Assets		
Bank Accounts		
11100 Checking accounts		
11110 Wells Fargo	889,250.76	1,811,344.04
11120 Wells Fargo Collections	330,832.63	4,618,605.31
11130 Wells Fargo Sweep	336,582.92	11,663,668.29
Total 11100 Checking accounts	\$ 1,556,666.31	\$ 18,093,617.64
11200 Investment accounts		
11210 Texas Class Bank Account		
11211 General	17,330,225.08	328,744.30
11212 Reserve-Equipment & PPE	266,602.01	255,402.15
11213 Reserve-Vehicle Replacement	726,217.30	695,709.19
11214 Reserve-Liverpool	1,039.54	
11215 Reserve-Building Improvements	74,537.28	71,405.96
11216 EMS Reserve Fund	2,748.04	
11217 I&S Debt Service Fund	223,861.73	
11218 Texas Class - Webster Loan Funds	1,586,478.69	
Total 11210 Texas Class Bank Account	\$ 20,211,709.67	\$ 1,351,261.60
11230 TexPool		
11231 Investment Texpool	2,356,145.63	2,259,882.62
Total 11230 TexPool	\$ 2,356,145.63	\$ 2,259,882.62
Total 11200 Investment accounts	\$ 22,567,855.30	\$ 3,611,144.22
Total Bank Accounts	\$ 24,124,521.61	\$ 21,704,761.86
Accounts Receivable		
12100 Property taxes receivable		
12101 M&O taxes	6,750,552.74	2,604,590.77
12107 Penalties & interest	158,553.00	158,553.00
Total 12100 Property taxes receivable	\$ 6,909,105.74	\$ 2,763,143.77
Accounts Receivable (A/R)	190,240.02	188,170.02
Total Accounts Receivable	\$ 7,099,345.76	\$ 2,951,313.79
Other Current Assets		
12210 Sweep account interest	0.00	38,658.26
15000 Prepaid expenses		
15110 Prepaid Insurance	44,181.33	44,181.33
15130 Prepaid Lease	6,381.41	6,381.41
Total 15000 Prepaid expenses	\$ 50,562.74	\$ 50,562.74
Total Other Current Assets	\$ 50,562.74	\$ 89,221.00

Brazoria County ESD 3 Balance Sheet Comparison

	Total	
	As of Jan 31, 2026	As of Jan 31, 2025 (PY)
Total Current Assets	\$ 31,274,430.11	\$ 24,745,296.65
Fixed Assets		
16000 Fixed Assets		
16100 Land	481,884.93	481,884.93
16200 Buildings	9,193,818.97	9,193,818.97
16220 Construction in Progress - New Fire EMS Station	40,688.00	40,688.00
Total 16200 Buildings	\$ 9,234,506.97	\$ 9,234,506.97
16300 Apparatus & support vehicles	7,414,674.37	7,414,674.37
16400 Equipment	587,300.97	587,300.97
16950 Accumulated depreciation	(4,246,458.38)	(4,246,458.38)
Total 16000 Fixed Assets	\$ 13,471,908.86	\$ 13,471,908.86
17000 Right of Use Fixed Assets		
17100 RU Buildings	581,085.35	581,085.35
17200 RU Equipment	198,252.22	198,252.22
17900 Accumulated amortization - RU	(319,109.50)	(319,109.50)
Total 17000 Right of Use Fixed Assets	\$ 460,228.07	\$ 460,228.07
Total Fixed Assets	\$ 13,932,136.93	\$ 13,932,136.93
Other Assets		
18000 Other assets		
18021 Security Deposits - National Benefit Services	14,764.17	14,764.17
Total 18000 Other assets	\$ 14,764.17	\$ 14,764.17
Total Other Assets	\$ 14,764.17	\$ 14,764.17
TOTAL ASSETS	\$ 45,221,331.21	\$ 38,692,197.75
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable (A/P)	264,310.83	730,030.91
Total Accounts Payable	\$ 264,310.83	\$ 730,030.91
Credit Cards		
1013 Citibank	23,555.93	26,817.22
Total Credit Cards	\$ 23,555.93	\$ 26,817.22
Other Current Liabilities		
21300 Payroll taxes		
21310 Federal withholding	0.01	0.00
21320 FICA	(64.04)	0.00
21330 Medicare	(14.97)	0.00
Total 21300 Payroll taxes	\$ (79.00)	\$ -

Brazoria County ESD 3 Balance Sheet Comparison

	Total	
	As of Jan 31, 2026	As of Jan 31, 2025 (PY)
21400 Payroll Liability	49,638.72	49,638.72
21411 TCDRS	(0.05)	0.00
21413 FSA Payable	2,739.73	162.92
21414 Child Support	0.06	0.01
21415 AFLAC	(880.83)	78.48
Total 21400 Payroll Liability	\$ 51,497.63	\$ 49,880.13
23000 Deferred Revenue	0.00	0.00
23101 Property taxes	6,750,552.74	2,604,590.77
Total 23000 Deferred Revenue	\$ 6,750,552.74	\$ 2,604,590.77
Total Other Current Liabilities	\$ 6,801,971.37	\$ 2,654,470.90
Total Current Liabilities	\$ 7,089,838.13	\$ 3,411,319.03
Long-Term Liabilities		
28000 Loans & capital leases		
28100 Notes payable		
28101 Note Payable - Trustmark - 2 ambulances	458,931.97	458,931.97
28102 Notes Payable - Gov Cap - Iowa Colony Fire Station	6,488,304.85	6,488,304.85
28103 Prosperity Bank - Manvel EMS Station	447,691.48	447,691.48
Total 28100 Notes payable	\$ 7,394,928.30	\$ 7,394,928.30
28200 Capital leases		
28201 Santander Bank - 1 ambulance	86,076.65	86,076.65
28202 Wells Fargo - Manvel VFD fire station	45,090.34	45,090.34
Total 28200 Capital leases	\$ 131,166.99	\$ 131,166.99
Total 28000 Loans & capital leases	\$ 7,526,095.29	\$ 7,526,095.29
Total Long-Term Liabilities	\$ 7,526,095.29	\$ 7,526,095.29
Total Liabilities	\$ 14,615,933.42	\$ 10,937,414.32
Equity		
31000 Opening Fund Balance	2,130,647.69	2,130,647.69
32000 Invested in net capital assets	5,907,862.74	5,907,862.74
Retained Earnings	15,570,022.60	11,975,942.35
Net Income	6,996,864.76	7,740,330.65
Total Equity	\$ 30,605,397.79	\$ 27,754,783.43
TOTAL LIABILITIES AND EQUITY	\$ 45,221,331.21	\$ 38,692,197.75

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
SUMMARIZED					
GENERAL FUND					
REVENUES					
Total 40010 M&O property tax revenue	\$ 7,686,907.96	\$ 7,686,907.96	\$ 12,337,920.00	\$ (4,651,012.04)	62.30%
Total 40100 Revenues from services	\$ 109,252.12	\$ 109,252.12	\$ 1,628,038.00	\$ (1,518,785.88)	6.71%
Total 40210 Other service revenue	\$ 190,240.02	\$ 190,240.02	\$ 760,960.00	\$ (570,719.98)	25.00%
Total Income	\$ 7,986,400.10	\$ 7,986,400.10	\$ 14,726,918.00	\$ (6,740,517.90)	54.23%
EXPENSES					
ADMINISTRATIVE					
Total 60100 Commissioner expenses	\$ 5,700.00	\$ 5,700.00	\$ 36,000.00	\$ (30,300.00)	15.83%
Total 60130 SAFE-D expenses	\$ 5,942.51	\$ 5,942.51	\$ 27,875.00	\$ (21,932.49)	21.32%
Total 60140 Marketing	\$ -	\$ -	\$ 46,660.00	\$ (46,660.00)	0.00%
Total 60150 Community education	\$ -	\$ -	\$ 14,000.00	\$ (14,000.00)	0.00%
Total 60210 Administrative salaries & wages	\$ 32,901.93	\$ 32,901.93	\$ 491,008.00	\$ (458,106.07)	6.70%
Total 60239 Benefits	\$ 9,717.87	\$ 9,717.87	\$ 203,066.00	\$ (193,348.13)	4.79%
Total 60200 Salaries & benefits	\$ 42,619.80	\$ 42,619.80	\$ 694,074.00	\$ (651,454.20)	6.14%
Total 60300 Office expense	\$ 694.99	\$ 694.99	\$ 90,825.00	\$ (90,130.01)	0.77%
Total 60400 Professional fees	\$ 39,723.95	\$ 39,723.95	\$ 869,782.00	\$ (830,058.05)	4.57%
Total 60500 Training	\$ -	\$ -	\$ 64,000.00	\$ (64,000.00)	0.00%
Total 60000 ADMINISTRATIVE EXPENSES	\$ 94,681.25	\$ 94,681.25	\$ 1,843,216.00	\$ (1,748,534.75)	5.14%
OPERATIONS					
Total 70100 Service provider operations	\$ 639,333.57	\$ 639,333.57	\$ 2,499,121.00	\$ (1,859,787.43)	25.58%
Total 70210 Salaries & wages expenses	\$ 314,511.88	\$ 314,511.88	\$ 4,396,431.00	\$ (4,081,919.12)	7.15%
Total 70239 Benefits	\$ 219,698.34	\$ 219,698.34	\$ 1,263,383.00	\$ (1,043,684.66)	17.39%
Total 70200 Operation salaries & benefits	\$ 534,210.22	\$ 534,210.22	\$ 5,659,814.00	\$ (5,125,603.78)	9.44%
Total 70300 Insurance costs	\$ -	\$ -	\$ 289,564.00	\$ (289,564.00)	0.00%
Total 70350 Fleet operations	\$ 19,149.48	\$ 19,149.48	\$ 660,939.00	\$ (641,789.52)	2.90%
Total 70400 Facilities	\$ 5,990.57	\$ 5,990.57	\$ 419,250.00	\$ (413,259.43)	1.43%
Total 70460 Equipment costs	\$ 958.42	\$ 958.42	\$ 183,100.00	\$ (182,141.58)	0.52%
Total 70500 Other personnel costs	\$ 1,033.74	\$ 1,033.74	\$ 98,391.00	\$ (97,357.26)	1.05%
Total 70520 Training costs	\$ 21.35	\$ 21.35	\$ 109,424.00	\$ (109,402.65)	0.02%
Total 70550 Other supplies	\$ 176.91	\$ 176.91	\$ 44,825.00	\$ (44,648.09)	0.39%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
Total 70560 Medical supplies	\$ 12,789.66	\$ 12,789.66	\$ 209,901.00	\$ (197,111.34)	6.09%
Total 70570 FRO Program costs	\$ -	\$ -	\$ 22,175.00	\$ (22,175.00)	0.00%
Total 70600 Technology	\$ 20,955.44	\$ 20,955.44	\$ 165,367.00	\$ (144,411.56)	12.67%
Total 70650 Communications	\$ 55,351.74	\$ 55,351.74	\$ 254,953.00	\$ (199,601.26)	21.71%
Total 70700 Volunteer expenses	\$ -	\$ -	\$ 161,865.00	\$ (161,865.00)	0.00%
Total 70750 Operational professional fees	\$ 9,420.06	\$ 9,420.06	\$ 145,849.00	\$ (136,428.94)	6.46%
Total 70780 Other expenses	\$ -	\$ -	\$ -	\$ -	
Total 70000 OPERATIONS	\$ 1,299,391.16	\$ 1,299,391.16	\$ 10,924,538.00	\$ (9,625,146.84)	11.89%
Total Expenses	\$ 1,394,072.41	\$ 1,394,072.41	\$ 12,767,754.00	\$ (11,373,681.59)	10.92%
NET CASH FLOW FROM OPERATIONS (DEFICIT)	\$ 6,592,327.69	\$ 6,592,327.69	\$ 1,959,164.00	\$ 4,633,163.69	336.49%
OTHER SOURCES & USES OF CASH					
Other Sources					
Total 80010 Interest Earned	\$ 67,005.37	\$ 67,005.37	\$ 862,000.00	\$ (794,994.63)	7.77%
Total 80020 Other Revenue	\$ 9,411.11	\$ 9,411.11	\$ 20,000.00	\$ (10,588.89)	47.06%
Total 80050 Contributions	\$ -	\$ -	\$ 10,000.00	\$ (10,000.00)	0.00%
Total 83000 Loan proceeds	\$ -	\$ -	\$ 3,150,000.00	\$ (3,150,000.00)	0.00%
Total 80000 Other sources of cash	\$ 76,416.48	\$ 76,416.48	\$ 4,042,000.00	\$ (3,965,583.52)	1.89%
Other Uses					
Capital Expenditures					
Total 90180 Technology	\$ -	\$ -	\$ 18,000.00	\$ (18,000.00)	0.00%
Total 90200 Buildings	\$ 11,932.66	\$ 11,932.66	\$ 1,661,729.00	\$ (1,649,796.34)	0.72%
Total 90300 Equipment	\$ 3,065.00	\$ 3,065.00	\$ 908,822.00	\$ (905,757.00)	0.34%
Total 90400 Apparatus purchases	\$ -	\$ -	\$ 3,434,846.00	\$ (3,434,846.00)	0.00%
Total 90500 Support vehicles purchases	\$ -	\$ -	\$ 610,250.00	\$ (610,250.00)	0.00%
Total 90010 Capital expenditures	\$ 14,997.66	\$ 14,997.66	\$ 6,633,647.00	\$ (6,618,649.34)	0.23%
M&O Funded Debt Service					
Total 92100 Principal payments	\$ -	\$ -	\$ 103,019.00	\$ (103,019.00)	0.00%
Total 92200 Interest paid	\$ -	\$ -	\$ 20,337.00	\$ (20,337.00)	0.00%
Total 92000 M&O Funded debt service	\$ -	\$ -	\$ 123,356.00	\$ (123,356.00)	0.00%
Total other uses of cash	\$ 14,997.66	\$ 14,997.66	\$ 6,757,003.00	\$ (6,742,005.34)	0.22%
Net Other Sources (Uses) of Cash	\$ 61,418.82	\$ 61,418.82	\$ (2,715,003.00)	\$ 2,776,421.82	-2.26%
GENERAL FUND NET CASH FLOW (DEFICIT)	\$ 6,653,746.51	\$ 6,653,746.51	\$ (755,839.00)	\$ 7,409,585.51	

**Brazoria County ESD 3
District Wide Actual vs Budget**

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
DEBT SERVICE FUND					
REVENUES					
Total 95100 Property tax revenue	\$ 342,386.67	\$ 342,386.67	\$ 543,900.00	\$ (201,513.33)	62.95%
Total 95200 Interest earnings	\$ 731.58	\$ 731.58	\$ 6,000.00	\$ (5,268.42)	12.19%
Total 95000 Revenues	\$ 343,118.25	\$ 343,118.25	\$ 549,900.00	\$ (206,781.75)	62.40%
EXPENDITURES					
Total 96120 Principal payments	\$ -	\$ -	\$ 541,641.00	\$ (541,641.00)	0.00%
Total 96160 Interest payments	\$ -	\$ -	\$ 260,080.00	\$ (260,080.00)	0.00%
Total 96100 Debt service	\$ -	\$ -	\$ 801,721.00	\$ (801,721.00)	0.00%
DEBT SERVICE FUND CASH FLOW (DEFICIT)	\$ 343,118.25	\$ 343,118.25	\$ (251,821.00)	\$ 594,939.25	-136.25%
DISTRICT WIDE CASH FLOW (DEFICIT)	\$ 6,996,864.76	\$ 6,996,864.76	\$ (1,007,660.00)	\$ 8,004,524.76	

Brazoria County ESD 3 District Wide Actual vs Budget

Month of	Total			
January	26-Jan	Budget	Over (Under) Budget	% of Budget

DETAIL

Income					
40010 M&O property tax revenue					
40011 Current	7,677,503.94	7,677,503.94	12,184,420.00	(4,506,916.06)	63.01%
40012 Prior years	3,931.88	3,931.88	75,000.00	(71,068.12)	5.24%
40013 Ag	2.18	2.18	5,000.00	(4,997.82)	0.04%
40014 Rendition penalties	219.02	219.02	1,500.00	(1,280.98)	14.60%
40015 Rendition penalty fees	(11.07)	(11.07)		(11.07)	
40021 Penalties	591.86	591.86	45,000.00	(44,408.14)	1.32%
40022 Interest	781.39	781.39	25,000.00	(24,218.61)	3.13%
40032 Unclaimed property tax overpayments	3,888.76	3,888.76	2,000.00	1,888.76	194.44%
Total 40010 M&O property tax revenue	\$ 7,686,907.96	\$ 7,686,907.96	\$ 12,337,920.00	\$ (4,651,012.04)	62.30%
40100 Revenues from services					
40120 EMS patient revenues					
40120A Transport Revenues					
40121 Medicare	2,578.37	2,578.37		2,578.37	
40122 Contract	105,313.85	105,313.85		105,313.85	
40124 Self pay	1,236.30	1,236.30		1,236.30	
40125 Private insurance	123.60	123.60		123.60	
40129 Other patient revenues			1,596,984.00	(1,596,984.00)	0.00%
Total 40120A Transport Revenues	\$ 109,252.12	\$ 109,252.12	\$ 1,596,984.00	\$ (1,487,731.88)	6.84%
Total 40120 EMS patient revenues	\$ 109,252.12	\$ 109,252.12	\$ 1,596,984.00	\$ (1,487,731.88)	6.84%
40201 Administrative Services Provided (E. TX. Gulf Coast)			10,702.00	(10,702.00)	0.00%
40204 Rental income				0.00	
40205 EMS Standby fees			20,352.00	(20,352.00)	0.00%
Total 40100 Revenues from services	\$ 109,252.12	\$ 109,252.12	\$ 1,628,038.00	\$ (1,518,785.88)	6.71%
40210 Other service revenue					
40141 MUD billings					
40142 MUD 21	95,120.01	95,120.01	380,480.00	(285,359.99)	25.00%
40143 MUD 22	95,120.01	95,120.01	380,480.00	(285,359.99)	25.00%
Total 40141 MUD billings	\$ 190,240.02	\$ 190,240.02	\$ 760,960.00	\$ (570,719.98)	25.00%
Total 40210 Other service revenue	\$ 190,240.02	\$ 190,240.02	\$ 760,960.00	\$ (570,719.98)	25.00%
Total Income	\$ 7,986,400.10	\$ 7,986,400.10	\$ 14,726,918.00	\$ (6,740,517.90)	54.23%
Gross Profit	\$ 7,986,400.10	\$ 7,986,400.10	\$ 14,726,918.00	\$ (6,740,517.90)	54.23%
Expenses					
60000 ADMINISTRATIVE EXPENSES					

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
60100 Commissioner expenses					
60110 Board Compensation Policy	5,700.00	5,700.00	36,000.00	(30,300.00)	15.83%
Total 60100 Commissioner expenses	\$ 5,700.00	\$ 5,700.00	\$ 36,000.00	\$ (30,300.00)	15.83%
60130 SAFE-D expenses					
60131 Membership dues			1,275.00	(1,275.00)	0.00%
60132 Conference registration			5,300.00	(5,300.00)	0.00%
60133 Training sessions			5,300.00	(5,300.00)	0.00%
60134 Conference travel, meals & lodging	5,942.51	5,942.51	16,000.00	(10,057.49)	37.14%
Total 60130 SAFE-D expenses	\$ 5,942.51	\$ 5,942.51	\$ 27,875.00	\$ (21,932.49)	21.32%
60140 Marketing					
60141 Community engagement meetings			3,200.00	(3,200.00)	0.00%
60142 Awards - Employee Recognition			11,160.00	(11,160.00)	0.00%
60143 Printed materials			3,000.00	(3,000.00)	0.00%
60144 Chamber of Commerce memberships			4,500.00	(4,500.00)	0.00%
60145 Chamber of Commerce functions			2,300.00	(2,300.00)	0.00%
60146 Promotional materials			3,000.00	(3,000.00)	0.00%
60147 Marketing materials			1,000.00	(1,000.00)	0.00%
60148 Advertising costs			6,500.00	(6,500.00)	0.00%
60149 Photography/videography			12,000.00	(12,000.00)	0.00%
Total 60140 Marketing	\$ -	\$ -	\$ 46,660.00	\$ (46,660.00)	0.00%
60150 Community education					
60151 Printed materials			1,500.00	(1,500.00)	0.00%
60152 County filing fees			500.00	(500.00)	0.00%
60153 Consultant fees			12,000.00	(12,000.00)	0.00%
Total 60150 Community education	\$ -	\$ -	\$ 14,000.00	\$ (14,000.00)	0.00%
60200 Salaries & benefits					
60210 Administrative salaries & wages					
60211 Salaries	29,323.87	29,323.87	446,209.00	(416,885.13)	6.57%
60212 Overtime	569.36	569.36	19,799.00	(19,229.64)	2.88%
60221 Holiday pay	2,757.90	2,757.90		2,757.90	
60223 Sick time	250.80	250.80		250.80	
60227 Merit increases			25,000.00	(25,000.00)	0.00%
Total 60210 Administrative salaries & wages	\$ 32,901.93	\$ 32,901.93	\$ 491,008.00	\$ (458,106.07)	6.70%
60239 Benefits					
60240 Payroll taxes					
60241 FICA	2,017.84	2,017.84	30,442.00	(28,424.16)	6.63%
60242 Medicare	471.91	471.91	7,119.00	(6,647.09)	6.63%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
60243 Unemployment tax - TWC	227.42	227.42	490.00	(262.58)	46.41%
Total 60240 Payroll taxes	\$ 2,717.17	\$ 2,717.17	\$ 38,051.00	\$ (35,333.83)	7.14%
60250 Medical insurance					
60251 Medical insurance - employees	3,100.08	3,100.08	75,095.00	(71,994.92)	4.13%
60261 Dental insurance - employees	108.75	108.75	18,731.00	(18,622.25)	0.58%
60262 Dental insurance - dependents	36.26	36.26	12,487.00	(12,450.74)	0.29%
60263 Vision insurance - employees	22.54	22.54	474.00	(451.46)	4.76%
60264 Vision insurance - dependents	7.52	7.52	284.00	(276.48)	2.65%
Total 60250 Medical insurance	\$ 3,275.15	\$ 3,275.15	\$ 107,071.00	\$ (103,795.85)	3.06%
60270 Other employee benefits					
60271 Basic life insurance	66.00	66.00	990.00	(924.00)	6.67%
60272 Supplemental life insurance	106.80	106.80	1,158.00	(1,051.20)	9.22%
60273 Dependent life insurance	13.25	13.25	270.00	(256.75)	4.91%
60274 AD&D	10.80	10.80	161.00	(150.20)	6.71%
60275 Supplemental AD&D	3.60	3.60	61.00	(57.40)	5.90%
60276 Dependent AD&D	0.75	0.75	27.00	(26.25)	2.78%
60277 Short-term disability	163.65	163.65	1,634.00	(1,470.35)	10.02%
60278 Long-term disability	83.81	83.81	837.00	(753.19)	10.01%
60279 Next Level Prime	375.00	375.00	4,500.00	(4,125.00)	8.33%
Total 60270 Other employee benefits	\$ 823.66	\$ 823.66	\$ 9,638.00	\$ (8,814.34)	8.55%
60280 Workers' compensation					
60281 Workers comp policy costs			5,000.00	(5,000.00)	0.00%
Total 60280 Workers' compensation	\$ -	\$ -	\$ 5,000.00	\$ (5,000.00)	0.00%
60290 Pension					
60291 TCDRS pension matching	2,901.89	2,901.89	43,306.00	(40,404.11)	6.70%
Total 60290 Pension	\$ 2,901.89	\$ 2,901.89	\$ 43,306.00	\$ (40,404.11)	6.70%
Total 60239 Benefits	\$ 9,717.87	\$ 9,717.87	\$ 203,066.00	\$ (193,348.13)	4.79%
Total 60200 Salaries & benefits	\$ 42,619.80	\$ 42,619.80	\$ 694,074.00	\$ (651,454.20)	6.14%
60300 Office expense					
5025 Office Supplies & Expense			4,000.00	(4,000.00)	0.00%
60301 Supplies - Office			18,600.00	(18,600.00)	0.00%
60302 Supplies - Postage & Shipping			6,600.00	(6,600.00)	0.00%
60303 Sundry - Dues & Memberships			21,103.00	(21,103.00)	0.00%
60304 Sundry - Subscriptions			29,214.00	(29,214.00)	0.00%
60305 Bank Charges	248.42	248.42	5,308.00	(5,059.58)	4.68%
60306 Copier charges			2,000.00	(2,000.00)	0.00%
60310 Meeting Expense			1,500.00	(1,500.00)	0.00%
60311 Bonding Fees	200.00	200.00	500.00	(300.00)	40.00%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
60312 Office Equipment Rental/Lease	246.57	246.57	2,000.00	(1,753.43)	12.33%
Total 60300 Office expense	\$ 694.99	\$ 694.99	\$ 90,825.00	\$ (90,130.01)	0.77%
60400 Professional fees					
60410 Legal					
60411 Legal - General Counsel	4,068.75	4,068.75	90,000.00	(85,931.25)	4.52%
60413 Legal - Litigation			20,000.00	(20,000.00)	0.00%
60414 Published Legal Notices			5,000.00	(5,000.00)	0.00%
Total 60410 Legal	\$ 4,068.75	\$ 4,068.75	\$ 115,000.00	\$ (110,931.25)	3.54%
60416 Election Costs			40,000.00	(40,000.00)	0.00%
60421 Bookkeeping Fees					
60422 Audit Fees			75,000.00	(75,000.00)	0.00%
60423 Payroll processing fees	1,731.96	1,731.96	7,500.00	(5,768.04)	23.09%
60424 Management consulting			275,000.00	(275,000.00)	0.00%
60425 Other consulting projects	1,995.00	1,995.00	75,000.00	(73,005.00)	2.66%
60426 Sales tax consultant			20,000.00	(20,000.00)	0.00%
60427 Financial consulting	5,000.00	5,000.00	60,000.00	(55,000.00)	8.33%
60428 Brazoria County Tax Collector			25,000.00	(25,000.00)	0.00%
60429 Appraisal District	26,662.25	26,662.25	99,782.00	(73,119.75)	26.72%
60431 FSA Plan Admin services	265.99	265.99	2,500.00	(2,234.01)	10.64%
60435 Salary surveys			15,000.00	(15,000.00)	0.00%
60442 Architectural projects			60,000.00	(60,000.00)	0.00%
Total 60400 Professional fees	\$ 39,723.95	\$ 39,723.95	\$ 869,782.00	\$ (830,058.05)	4.57%
60500 Training					
60501 Training classes			5,000.00	(5,000.00)	0.00%
60502 Professional development			7,000.00	(7,000.00)	0.00%
60503 Travel costs			12,000.00	(12,000.00)	0.00%
60504 Staff development			15,000.00	(15,000.00)	0.00%
60505 Operative IQ			25,000.00	(25,000.00)	0.00%
Total 60500 Training	\$ -	\$ -	\$ 64,000.00	\$ (64,000.00)	0.00%
Total 60000 ADMINISTRATIVE EXPENSES	\$ 94,681.25	\$ 94,681.25	\$ 1,843,216.00	\$ (1,748,534.75)	5.14%
70000 OPERATIONS					
70100 Service provider operations					
70110 Provider operating payments	624,069.25	624,069.25	2,499,121.00	(1,875,051.75)	24.97%
70130 Operational support payments	15,264.32	15,264.32		15,264.32	
Total 70100 Service provider operations	\$ 639,333.57	\$ 639,333.57	\$ 2,499,121.00	\$ (1,859,787.43)	25.58%
70200 Operation salaries & benefits					
70210 Salaries & wages expenses					
70211 Command staff	34,865.92	34,865.92	515,342.00	(480,476.08)	6.77%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
70213 Supervisors	14,379.22	14,379.22	192,909.00	(178,529.78)	7.45%
70214 Supervisor overtime	11,113.82	11,113.82	117,993.00	(106,879.18)	9.42%
70215 Clinical	60,799.95	60,799.95	1,030,377.00	(969,577.05)	5.90%
70216 Clinical overtime	50,124.32	50,124.32	624,170.00	(574,045.68)	8.03%
70217 Apparatus Maintenance	6,882.59	6,882.59	123,971.00	(117,088.41)	5.55%
70218 Apparatus Maintenance overtime	933.66	933.66	12,419.00	(11,485.34)	7.52%
70219 Administrative assistant	3,394.65	3,394.65	54,611.00	(51,216.35)	6.22%
70221 Salaries - Holiday Pay	14,002.01	14,002.01		14,002.01	
70223 Salaries - Sick Time	8,741.94	8,741.94		8,741.94	
70225 Paid time off	6,414.37	6,414.37		6,414.37	
70226 Salaries - Survey Adjustments			75,000.00	(75,000.00)	0.00%
70227 Part-time positions	100,175.77	100,175.77	1,584,639.00	(1,484,463.23)	6.32%
70229 Unscheduled overtime	2,683.66	2,683.66		2,683.66	
70230 Building maintenance technician			65,000.00	(65,000.00)	0.00%
Total 70210 Salaries & wages expenses	\$ 314,511.88	\$ 314,511.88	\$ 4,396,431.00	\$ (4,081,919.12)	7.15%
70239 Benefits					
70240 Salaries - Payroll Taxes					
70241 FICA	12,943.34	12,943.34	172,781.00	(159,837.66)	7.49%
70242 Medicare	3,027.12	3,027.12	40,409.00	(37,381.88)	7.49%
70243 Benefits - Unemployment Insurance					
(TWC)	1,392.01	1,392.01	1,176.00	216.01	118.37%
Total 70240 Salaries - Payroll Taxes	\$ 17,362.47	\$ 17,362.47	\$ 214,366.00	\$ (197,003.53)	8.10%
70250 Benefits - Medical Benefits					
70251 Medical insurance - employees	16,352.48	16,352.48	280,746.00	(264,393.52)	5.82%
70252 Medical insurance - dependents	1,453.94	1,453.94	115,310.00	(113,856.06)	1.26%
70253 Dental - employees	768.77	768.77	10,406.00	(9,637.23)	7.39%
70254 Dental - dependents	(63.83)	(63.83)	7,183.00	(7,246.83)	-0.89%
70255 Vision - employees	157.92	157.92	160.00	(2.08)	98.70%
70256 Vision - dependents	(5.82)	(5.82)	1,567.00	(1,572.82)	-0.37%
Total 70250 Benefits - Medical Benefits	\$ 18,663.46	\$ 18,663.46	\$ 415,372.00	\$ (396,708.54)	4.49%
70270 Other employee benefits					
70271 Basic life insurance	(126.62)	(126.62)	7,951.00	(8,077.62)	-1.59%
70272 Supplemental life insurance	269.30	269.30	1,367.00	(1,097.70)	19.70%
70273 Dependent life insurance	37.20	37.20	34.00	3.20	109.41%
70274 AD&D	62.10	62.10	794.00	(731.90)	7.82%
70275 Supplemental AD&D	31.80	31.80	149.00	(117.20)	21.34%
70276 Dependent AD&D	(13.69)	(13.69)	4.00	(17.69)	-342.25%
70277 Short-term disability	940.41	940.41	10,894.00	(9,953.59)	8.63%
70278 Long-term disability	480.75	480.75	5,579.00	(5,098.25)	8.62%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
70281 Annual physicals			19,700.00	(19,700.00)	0.00%
70282 EAP			2,400.00	(2,400.00)	0.00%
70283 COBRA contract	60.00	60.00		60.00	
70284 Next Level Prime	3,600.00	3,600.00	49,425.00	(45,825.00)	7.28%
70285 Accident & Sickness	25,201.00	25,201.00	26,300.00	(1,099.00)	95.82%
Total 70270 Other employee benefits	\$ 30,542.25	\$ 30,542.25	\$ 124,597.00	\$ (94,054.75)	24.51%
70290 Pension Plan					
70291 Benefits - Pension	18,979.96	18,979.96	250,648.00	(231,668.04)	7.57%
Total 70290 Pension Plan	\$ 18,979.96	\$ 18,979.96	\$ 250,648.00	\$ (231,668.04)	7.57%
70295 Workers compensation insurance					
70296 Benefits - Worker's Compensation	134,150.20	134,150.20	258,400.00	(124,249.80)	51.92%
Total 70295 Workers compensation insurance	\$ 134,150.20	\$ 134,150.20	\$ 258,400.00	\$ (124,249.80)	51.92%
Total 70239 Benefits	\$ 219,698.34	\$ 219,698.34	\$ 1,263,383.00	\$ (1,043,684.66)	17.39%
Total 70200 Operation salaries & benefits	\$ 534,210.22	\$ 534,210.22	\$ 5,659,814.00	\$ (5,125,603.78)	9.44%
70300 Insurance costs					
70311 Vehicle Insurance			140,058.00	(140,058.00)	0.00%
70312 Property & Casualty Insurance			105,065.00	(105,065.00)	0.00%
70313 General liability			7,286.00	(7,286.00)	0.00%
70314 Cyber insurance			6,000.00	(6,000.00)	0.00%
70315 Theft fees			400.00	(400.00)	0.00%
70316 Crime fees			219.00	(219.00)	0.00%
70317 Management liability			9,853.00	(9,853.00)	0.00%
70318 Excess liability			11,449.00	(11,449.00)	0.00%
70319 Portable equipment			9,234.00	(9,234.00)	0.00%
Total 70300 Insurance costs	\$ -	\$ -	\$ 289,564.00	\$ (289,564.00)	0.00%
70350 Fleet operations				0.00	
70351 Vehicle repairs	8,079.97	8,079.97	341,000.00	(332,920.03)	2.37%
70352 Preventative Maintenance			154,439.00	(154,439.00)	0.00%
70353 Supplies - Fuel, Oil & Grease	121.52	121.52	120,500.00	(120,378.48)	0.10%
70354 Tires	10,947.99	10,947.99	43,000.00	(32,052.01)	25.46%
70355 Other fleet costs			2,000.00	(2,000.00)	0.00%
Total 70350 Fleet operations	\$ 19,149.48	\$ 19,149.48	\$ 660,939.00	\$ (641,789.52)	2.90%
70400 Facilities				0.00	
70410 Utility costs				0.00	
70411 Utilities - Electric			61,050.00	(61,050.00)	0.00%
70412 Utilities - Gas	750.36	750.36	12,000.00	(11,249.64)	6.25%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
70413 Utilities - Water	252.94	252.94	6,550.00	(6,297.06)	3.86%
70414 Utilities - Waste Disposal			21,500.00	(21,500.00)	0.00%
70415 Utilities - Telephone	360.44	360.44	53,700.00	(53,339.56)	0.67%
70416 Utilities - Radio & Pager			500.00	(500.00)	0.00%
70417 Utilities - Cable/Internet	1,031.01	1,031.01	40,900.00	(39,868.99)	2.52%
Total 70410 Utility costs	\$ 2,394.75	\$ 2,394.75	\$ 196,200.00	\$ (193,805.25)	1.22%
70420 Rental costs					
70422 Buildings			40,000.00	(40,000.00)	0.00%
Total 70420 Rental costs	\$ -	\$ -	\$ 40,000.00	\$ (40,000.00)	0.00%
70430 Building & grounds maintenance					
70431 Landscape maintenance	1,655.70	1,655.70	21,500.00	(19,844.30)	7.70%
70432 Lawn sprinkler maintenance	300.00	300.00	7,500.00	(7,200.00)	4.00%
70433 Services - Electricians			6,700.00	(6,700.00)	0.00%
70434 Plumbing			5,000.00	(5,000.00)	0.00%
70435 HVAC repairs	129.00	129.00	55,300.00	(55,171.00)	0.23%
70436 HVAC PMs			1,500.00	(1,500.00)	0.00%
70437 HVAC filters			3,500.00	(3,500.00)	0.00%
70438 Bay doors			18,000.00	(18,000.00)	0.00%
70439 Alarm monitoring			1,000.00	(1,000.00)	0.00%
70440 Building fire sprinkler maintenance			4,000.00	(4,000.00)	0.00%
70442 Building access controls			4,850.00	(4,850.00)	0.00%
70443 Cleaning services	1,511.12	1,511.12	25,000.00	(23,488.88)	6.04%
70444 Roof repairs			10,000.00	(10,000.00)	0.00%
70445 Exterminating			2,550.00	(2,550.00)	0.00%
70446 Building repairs			11,150.00	(11,150.00)	0.00%
70447 Appliance repairs/replacement			500.00	(500.00)	0.00%
70448 Furniture			2,500.00	(2,500.00)	0.00%
70449 Generator Repairs			2,500.00	(2,500.00)	0.00%
Total 70430 Building & grounds maintenance	\$ 3,595.82	\$ 3,595.82	\$ 183,050.00	\$ (179,454.18)	1.96%
Total 70400 Facilities	\$ 5,990.57	\$ 5,990.57	\$ 419,250.00	\$ (413,259.43)	1.43%
70460 Equipment costs					
70461 Maintenance - Equipment	500.33	500.33	20,300.00	(19,799.67)	2.46%
70462 Preventative Maintenance	366.59	366.59	79,750.00	(79,383.41)	0.46%
70463 Medical equipment			500.00	(500.00)	0.00%
70464 Minor Gear/Equipment			10,150.00	(10,150.00)	0.00%
70465 Services - PPE Cleaning			18,000.00	(18,000.00)	0.00%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
70466 Supplies - Minor Tools & Equipment			30,500.00	(30,500.00)	0.00%
70467 Services - Equipment Rental/Lease	91.50	91.50	6,300.00	(6,208.50)	1.45%
70468 Equipment maintenance contracts			1,000.00	(1,000.00)	0.00%
70469 AED maintenance contract			6,600.00	(6,600.00)	0.00%
70470 Stryker maintenance contract			10,000.00	(10,000.00)	0.00%
Total 70460 Equipment costs	\$ 958.42	\$ 958.42	\$ 183,100.00	\$ (182,141.58)	0.52%
70500 Other personnel costs					
70501 Supplies - Uniforms	313.50	313.50	31,424.00	(31,110.50)	1.00%
70502 Sundry - Recruitment			8,800.00	(8,800.00)	0.00%
70503 Screening & testing	320.00	320.00	3,254.00	(2,934.00)	9.83%
70504 Background checks			3,213.00	(3,213.00)	0.00%
70505 Advertising - Boost			1,500.00	(1,500.00)	0.00%
70506 Advertising - magazines			4,000.00	(4,000.00)	0.00%
70507 PPE	400.24	400.24	19,200.00	(18,799.76)	2.08%
70509 PPE rental			27,000.00	(27,000.00)	0.00%
Total 70500 Other personnel costs	\$ 1,033.74	\$ 1,033.74	\$ 98,391.00	\$ (97,357.26)	1.05%
70520 Training costs					
70521 Supplies - Educational & Training			62,016.00	(62,016.00)	0.00%
70522 Sundry - Permits, Certifications & Licenses			4,130.00	(4,130.00)	0.00%
70523 Sundry - Travel/Training	21.35	21.35	38,278.00	(38,256.65)	0.06%
70525 Professional development			5,000.00	(5,000.00)	0.00%
Total 70520 Training costs	\$ 21.35	\$ 21.35	\$ 109,424.00	\$ (109,402.65)	0.02%
70550 Other supplies					
70551 Supplies - Expendables			7,950.00	(7,950.00)	0.00%
70552 *Supplies - Household			9,200.00	(9,200.00)	0.00%
70553 Supplies - Public Relation Items			7,775.00	(7,775.00)	0.00%
70554 Supplies - Fire Suppressant & Chemical			12,350.00	(12,350.00)	0.00%
70555 Supplies - Food & Ice	176.91	176.91	7,550.00	(7,373.09)	2.34%
Total 70550 Other supplies	\$ 176.91	\$ 176.91	\$ 44,825.00	\$ (44,648.09)	0.39%
70560 Medical supplies					
70561 Oxygen	589.84	589.84	4,145.00	(3,555.16)	14.23%
70562 Oxygen bottle rental			4,372.00	(4,372.00)	0.00%
70563 Pharmacy	4,322.84	4,322.84	29,311.00	(24,988.16)	14.75%
70564 Blood and products			11,280.00	(11,280.00)	0.00%
70566 Sharps compliance			400.00	(400.00)	0.00%
70567 Medical durable	339.81	339.81	7,500.00	(7,160.19)	4.53%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
70568 Medical expendables	7,537.17	7,537.17	152,893.00	(145,355.83)	4.93%
Total 70560 Medical supplies	\$ 12,789.66	\$ 12,789.66	\$ 209,901.00	\$ (197,111.34)	6.09%
70570 FRO Program costs					
70571 Oxygen			714.00	(714.00)	0.00%
70572 Oxygen bottle rental			1,152.00	(1,152.00)	0.00%
70573 Pharmacy			713.00	(713.00)	0.00%
70574 Medical durable			3,145.00	(3,145.00)	0.00%
70575 Medical expendables			2,465.00	(2,465.00)	0.00%
70576 Vector Solutions online CE			4,986.00	(4,986.00)	0.00%
70577 FRO Medical Director			9,000.00	(9,000.00)	0.00%
Total 70570 FRO Program costs	\$ -	\$ -	\$ 22,175.00	\$ (22,175.00)	0.00%
70600 Technology					
70601 ESO HER software	10,738.84	10,738.84	11,013.00	(274.16)	97.51%
70602 ESO HDE software	2,324.97	2,324.97	1,056.00	1,268.97	220.17%
70603 ESO scheduling			7,348.00	(7,348.00)	0.00%
70604 ESO fire incident reporting	1,300.14	1,300.14	12,250.00	(10,949.86)	10.61%
70605 Website	248.00	248.00	7,500.00	(7,252.00)	3.31%
70606 Social media posting	349.00	349.00	4,000.00	(3,651.00)	8.73%
70607 Datavox			2,500.00	(2,500.00)	0.00%
70608 Computer repairs	2,100.00	2,100.00	19,600.00	(17,500.00)	10.71%
70609 Computer replacement			9,800.00	(9,800.00)	0.00%
70610 IT service contract			20,000.00	(20,000.00)	0.00%
70611 Operating system	3,708.49	3,708.49	30,000.00	(26,291.51)	12.36%
70612 Network			1,000.00	(1,000.00)	0.00%
70613 CAD Software			13,100.00	(13,100.00)	0.00%
70614 Maintenance & Inventory Software	186.00	186.00	7,400.00	(7,214.00)	2.51%
70615 Alerting Software			2,500.00	(2,500.00)	0.00%
70616 Accounting Software			3,800.00	(3,800.00)	0.00%
70619 GIS services			6,000.00	(6,000.00)	0.00%
70627 ADP			6,500.00	(6,500.00)	0.00%
Total 70600 Technology	\$ 20,955.44	\$ 20,955.44	\$ 165,367.00	\$ (144,411.56)	12.67%
70650 Communications					
70651 Communications - Contracts	50,000.17	50,000.17	174,012.00	(124,011.83)	28.73%
70652 Technology fee	5,351.57	5,351.57	38,361.00	(33,009.43)	13.95%
70653 Communication - Repair			10,200.00	(10,200.00)	0.00%
70654 Services - Digital Radio Enhancements			2,666.00	(2,666.00)	0.00%
70655 Cell phones			18,664.00	(18,664.00)	0.00%
70656 Mobile hotspots			11,050.00	(11,050.00)	0.00%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
Total 70650 Communications	\$ 55,351.74	\$ 55,351.74	\$ 254,953.00	\$ (199,601.26)	21.71%
70700 Volunteer expenses					
70701 Services - VFD Pension			70,909.00	(70,909.00)	0.00%
70702 Salaries - Staffing Fees			10,200.00	(10,200.00)	0.00%
70703 Services - VFD Group Life Insurance			500.00	(500.00)	0.00%
70704 Accident & sickness policy			1,800.00	(1,800.00)	0.00%
70706 Recruiting costs			2,756.00	(2,756.00)	0.00%
70708 Volunteer stipends			70,200.00	(70,200.00)	0.00%
70709 Service awards & recognition			5,500.00	(5,500.00)	0.00%
Total 70700 Volunteer expenses	\$ -	\$ -	\$ 161,865.00	\$ (161,865.00)	0.00%
70750 Operational professional fees					
70751 Services - Billing	5,954.61	5,954.61	91,827.00	(85,872.39)	6.48%
70752 EMS collection service	436.35	436.35	500.00	(63.65)	87.27%
70753 Medical director	2,470.00	2,470.00	50,600.00	(48,130.00)	4.88%
70754 Credit card processing services	559.10	559.10	2,922.00	(2,362.90)	19.13%
Total 70750 Operational professional fees	\$ 9,420.06	\$ 9,420.06	\$ 145,849.00	\$ (136,428.94)	6.46%
70780 Other expenses					
70781 Miscellaneous Expense	-	-	-	-	-
Total 70780 Other expenses	\$ -	\$ -	\$ -	\$ -	-
Total 70000 OPERATIONS	\$ 1,299,391.16	\$ 1,299,391.16	\$ 10,924,538.00	\$ (9,625,146.84)	11.89%
Total Expenses	\$ 1,394,072.41	\$ 1,394,072.41	\$ 12,767,754.00	\$ (11,373,681.59)	10.92%
Net Operating Income	\$ 6,592,327.69	\$ 6,592,327.69	\$ 1,959,164.00	\$ 4,633,163.69	336.49%
Other Income					
80000 Other sources of cash					
80010 Interest Earned					
80011 Interest on invested funds	66,461.37	66,461.37	400,000.00	(333,538.63)	16.62%
80012 Interest on sweep account	544.00	544.00	450,000.00	(449,456.00)	0.12%
80013 Interest on checking accounts			12,000.00	(12,000.00)	0.00%
Total 80010 Interest Earned	\$ 67,005.37	\$ 67,005.37	\$ 862,000.00	\$ (794,994.63)	7.77%
80020 Other Revenue					
80075 Tower lease proceeds	9,411.11	9,411.11	20,000.00	(10,588.89)	47.06%
Total 80020 Other Revenue	\$ 9,411.11	\$ 9,411.11	\$ 20,000.00	\$ (10,588.89)	47.06%
80050 Contributions					
80051 Liverpool			10,000.00	(10,000.00)	0.00%
Total 80050 Contributions	\$ -	\$ -	\$ 10,000.00	\$ (10,000.00)	0.00%
83000 Loan proceeds					
83300 Vehicles			3,150,000.00	(3,150,000.00)	0.00%
Total 83000 Loan proceeds	\$ -	\$ -	\$ 3,150,000.00	\$ (3,150,000.00)	0.00%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
Total 80000 Other sources of cash	\$ 76,416.48	\$ 76,416.48	\$ 4,042,000.00	\$ (3,965,583.52)	1.89%
Total Other Income	\$ 76,416.48	\$ 76,416.48	\$ 4,042,000.00	\$ (3,965,583.52)	1.89%
Other Expenses					
90000 Other uses of cash					
90010 Capital expenditures					
90180 Technology					
90181 New equipment			18,000.00	(18,000.00)	0.00%
Total 90180 Technology	\$ -	\$ -	\$ 18,000.00	\$ (18,000.00)	0.00%
90200 Buildings					
90210 Architect			708,315.00	(708,315.00)	0.00%
90220 Construction contract	4,960.00	4,960.00		4,960.00	
90245 Building renovations	3,172.66	3,172.66	828,414.00	(825,241.34)	0.38%
90250 Building improvements			125,000.00	(125,000.00)	0.00%
90285 Warning signs	3,800.00	3,800.00		3,800.00	
Total 90200 Buildings	\$ 11,932.66	\$ 11,932.66	\$ 1,661,729.00	\$ (1,649,796.34)	0.72%
90300 Capital Purchase - Equipment					
90301 EMS	3,065.00	3,065.00	45,822.00	(42,757.00)	6.69%
90351 Fire			504,000.00	(504,000.00)	0.00%
90352 Turnout gear			274,000.00	(274,000.00)	0.00%
90353 SCBA			20,000.00	(20,000.00)	0.00%
90371 Apparatus lifts			65,000.00	(65,000.00)	0.00%
Total 90300 Capital Purchase - Equipment	\$ 3,065.00	\$ 3,065.00	\$ 908,822.00	\$ (905,757.00)	0.34%
90400 Apparatus purchases					
90401 EMS			854,846.00	(854,846.00)	0.00%
90451 Fire			2,580,000.00	(2,580,000.00)	0.00%
Total 90400 Apparatus purchases	\$ -	\$ -	\$ 3,434,846.00	\$ (3,434,846.00)	0.00%
90500 Support vehicles purchases					
90501 EMS			110,250.00	(110,250.00)	0.00%
90551 Fire			500,000.00	(500,000.00)	0.00%
Total 90500 Support vehicles purchases	\$ -	\$ -	\$ 610,250.00	\$ (610,250.00)	0.00%
Total 90010 Capital expenditures	\$ 14,997.66	\$ 14,997.66	\$ 6,633,647.00	\$ (6,618,649.34)	0.23%
Total 90000 Other uses of cash	\$ 14,997.66	\$ 14,997.66	\$ 6,633,647.00	\$ (6,618,649.34)	0.23%
92000 M&O Funded debt service					
92100 Principal payments					
92101 A10 P			28,404.00	(28,404.00)	0.00%
92102 MVFD Station - Masters Rd			74,615.00	(74,615.00)	0.00%
Total 92100 Principal payments	\$ -	\$ -	\$ 103,019.00	\$ (103,019.00)	0.00%
92200 Interest paid					

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
92201 A10			1,870.00	(1,870.00)	0.00%
96161 MVFD Station - Masters Rd			18,467.00	(18,467.00)	0.00%
Total 92200 Interest paid	\$ -	\$ -	\$ 20,337.00	\$ (20,337.00)	0.00%
Total 92000 M&O Funded debt service	\$ -	\$ -	\$ 123,356.00	\$ (123,356.00)	0.00%
Total other uses of cash	\$ 14,997.66	\$ 14,997.66	\$ 6,757,003.00	\$ (6,742,005.34)	
Net Other Sources (Uses) of Cash	\$ 61,418.82	\$ 61,418.82	\$ (2,715,003.00)	\$ 2,776,421.82	
GENERAL FUND NET CASH FLOW (DEFICIT)	\$ 6,653,746.51	\$ 6,653,746.51	\$ (755,839.00)	\$ 7,409,585.51	
94000 DEBT SERVICE FUND					
95000 Receipts					
95100 Property tax revenue					
95101 Current I&S taxes	341,380.10	341,380.10	541,900.00	(200,519.90)	63.00%
95102 Prior year's I&S taxes	177.15	177.15	2,000.00	(1,822.85)	8.86%
95103 Ag	0.10	0.10		0.10	
95104 Rendition penalties	9.80	9.80		9.80	
95105 Renditin penalty fees	(0.41)	(0.41)		(0.41)	
95210 I&S penalties	35.56	35.56		35.56	
95220 I&S interest	784.37	784.37		784.37	
Total 95100 Property tax revenue	\$ 342,386.67	\$ 342,386.67	\$ 543,900.00	\$ (201,513.33)	62.95%
95200 Interest earnings					
95201 Interest on invested debt service funds	731.58	731.58	6,000.00	(5,268.42)	12.19%
Total 95200 Interest earnings	\$ 731.58	\$ 731.58	\$ 6,000.00	\$ (5,268.42)	12.19%
Total 95000 Receipts	\$ 343,118.25	\$ 343,118.25	\$ 549,900.00	\$ (206,781.75)	62.40%
96000 Expenditures					
96100 Debt service					
96120 Principal payments					
96102 Trustmark - A11 & A12 P			70,990.00	(70,990.00)	0.00%
96123 Iowa Colony Station - Meridiana			304,917.00	(304,917.00)	0.00%
96124 Webster Bank - Admin/Masters			165,734.00	(165,734.00)	0.00%
Renovation					
Total 96120 Principal payments	\$ -	\$ -	\$ 541,641.00	\$ (541,641.00)	0.00%
96160 Interest payments					
96163 Iowa Colony Station - Meridiana			159,041.00	(159,041.00)	0.00%
96164 Webster Bank - Admin/Masters			82,200.00	(82,200.00)	0.00%
Renovation					
96202 A11 & A12			18,839.00	(18,839.00)	0.00%
Total 96160 Interest payments	\$ -	\$ -	\$ 260,080.00	\$ (260,080.00)	0.00%
Total 96100 Debt service	\$ -	\$ -	\$ 801,721.00	\$ (801,721.00)	0.00%

Brazoria County ESD 3 District Wide Actual vs Budget

	Month of		Total		
	January	26-Jan	Budget	Over (Under) Budget	% of Budget
Total 96000 Expenditures	\$ -	\$ -	\$ 801,721.00	\$ (801,721.00)	0.00%
Total 94000 DEBT SERVICE FUND	\$ 343,118.25	\$ 343,118.25	\$ (251,821.00)	\$ 594,939.25	-136.25%
District Wide Net Cash Flow (Deficit)	\$ 6,996,864.76	\$ 6,996,864.76	\$ (1,007,660.00)	\$ 8,004,524.76	-694.37%

**Brazoria County ESD 3
Brazoria County ESD 3 EMS
Actual vs Budget**

	Month of		Year to Date		
	January	26-Jan	Budget	Over (Under)Budget	% of Budget
Income					
40100 Revenues from services					
40120 EMS patient revenues					
40120A Transport Revenues					
40121 Medicare	2,578.37	2,578.37		2,578.37	
40122 Contract	105,313.85	105,313.85		105,313.85	
40124 Self pay	1,236.30	1,236.30		1,236.30	
40125 Private insurance	123.60	123.60		123.60	
40129 Other patient revenues			1,596,984.00	(1,596,984.00)	0.00%
Total 40120A Transport Revenues	\$ 109,252.12	\$ 109,252.12	\$ 1,596,984.00	\$ (1,487,731.88)	6.84%
Total 40120 EMS patient revenues	\$ 109,252.12	\$ 109,252.12	\$ 1,596,984.00	\$ (1,487,731.88)	6.84%
40201 Administrative Services Provided (E. TX. Gulf Coast)					
40205 EMS Standby fees					
			10,702.00	(10,702.00)	0.00%
			20,352.00	(20,352.00)	0.00%
Total 40100 Revenues from services	\$ 109,252.12	\$ 109,252.12	\$ 1,628,038.00	\$ (1,518,785.88)	6.71%
40210 Other service revenue					
40141 MUD billings					
40142 MUD 21			230,840.00	(230,840.00)	0.00%
40143 MUD 22			230,840.00	(230,840.00)	0.00%
Total 40141 MUD billings	\$ -	\$ -	\$ 461,680.00	\$ (461,680.00)	0.00%
Total 40210 Other service revenue	\$ -	\$ -	\$ 461,680.00	\$ (461,680.00)	0.00%
Total Income	\$ 109,252.12	\$ 109,252.12	\$ 2,089,718.00	\$ (1,980,465.88)	5.23%
Gross Profit	\$ 109,252.12	\$ 109,252.12	\$ 2,089,718.00	\$ (1,980,465.88)	5.23%
Expenses					
60000 ADMINISTRATIVE EXPENSES					
60130 SAFE-D expenses					
60134 Conference travel, meals & lodging	259.00	259.00		259.00	
Total 60130 SAFE-D expenses	\$ 259.00	\$ 259.00	\$ -	\$ 259.00	
60140 Marketing					
60142 Awards - Employee Recognition			4,660.00	(4,660.00)	0.00%
60145 Chamber of Commerce functions			1,500.00	(1,500.00)	0.00%
Total 60140 Marketing	\$ -	\$ -	\$ 6,160.00	\$ (6,160.00)	0.00%
60300 Office expense					
5025 Office Supplies & Expense			3,500.00	(3,500.00)	0.00%
60302 Supplies - Postage & Shipping			1,500.00	(1,500.00)	0.00%
60303 Sundry - Dues & Memberships			1,603.00	(1,603.00)	0.00%
60304 Sundry - Subscriptions			11,714.00	(11,714.00)	0.00%

60305 Bank Charges	136.06	136.06	4,308.00	(4,171.94)	3.16%
Total 60300 Office expense	\$ 136.06	\$ 136.06	\$ 22,625.00	\$ (22,488.94)	0.60%
60400 Professional fees					
60425 Other consulting projects	997.50	997.50		997.50	
60431 FSA Plan Admin services	190.99	190.99		190.99	
Total 60400 Professional fees	\$ 1,188.49	\$ 1,188.49	\$ -	\$ 1,188.49	
Total 60000 ADMINISTRATIVE EXPENSES	\$ 1,583.55	\$ 1,583.55	\$ 28,785.00	\$ (27,201.45)	5.50%
70000 OPERATIONS					
70200 Operation salaries & benefits					
70210 Salaries & wages expenses					
70211 Command staff	23,422.40	23,422.40	295,142.00	(271,719.60)	7.94%
70213 Supervisors	14,379.22	14,379.22	192,909.00	(178,529.78)	7.45%
70214 Supervisor overtime	11,113.82	11,113.82	117,993.00	(106,879.18)	9.42%
70215 Clinical	60,799.95	60,799.95	1,030,377.00	(969,577.05)	5.90%
70216 Clinical overtime	50,124.32	50,124.32	624,170.00	(574,045.68)	8.03%
70219 Administrative assistant	3,394.65	3,394.65	54,611.00	(51,216.35)	6.22%
70221 Salaries - Holiday Pay	12,412.61	12,412.61		12,412.61	
70223 Salaries - Sick Time	8,741.94	8,741.94		8,741.94	
70225 Paid time off	6,414.37	6,414.37		6,414.37	
70226 Salaries - Survey Adjustments			75,000.00	(75,000.00)	0.00%
70227 Part-time positions	860.44	860.44	60,000.00	(59,139.56)	1.43%
70229 Unscheduled overtime	2,683.66	2,683.66		2,683.66	
Total 70210 Salaries & wages expenses	\$ 194,347.38	\$ 194,347.38	\$ 2,450,202.00	\$ (2,255,854.62)	7.93%
70239 Benefits					
70240 Salaries - Payroll Taxes					
70241 FICA	11,658.35	11,658.35	151,912.00	(140,253.65)	7.67%
70242 Medicare	2,726.59	2,726.59	35,528.00	(32,801.41)	7.67%
70243 Benefits - Unemployment Insurance (TWC)	1,263.18	1,263.18	980.00	283.18	128.90%
Total 70240 Salaries - Payroll Taxes	\$ 15,648.12	\$ 15,648.12	\$ 188,420.00	\$ (172,771.88)	8.30%
70250 Benefits - Medical Benefits					
70251 Medical insurance - employees	15,577.46	15,577.46	252,138.00	(236,560.54)	6.18%
70252 Medical insurance - dependents	6,872.18	6,872.18	104,017.00	(97,144.82)	6.61%
70253 Dental - employees	725.00	725.00	10,406.00	(9,681.00)	6.97%
70254 Dental - dependents	596.09	596.09	6,994.00	(6,397.91)	8.52%
70255 Vision - employees	150.40	150.40	160.00	(9.60)	94.00%
70256 Vision - dependents	104.78	104.78	1,567.00	(1,462.22)	6.69%
Total 70250 Benefits - Medical Benefits	\$ 24,025.91	\$ 24,025.91	\$ 375,282.00	\$ (351,256.09)	6.40%
70270 Other employee benefits				0.00	
70271 Basic life insurance	346.50	346.50	4,554.00	(4,207.50)	7.61%
70272 Supplemental life insurance	230.00	230.00	1,153.00	(923.00)	19.95%
70273 Dependent life insurance	31.20	31.20	34.00	(2.80)	91.76%
70274 AD&D	56.70	56.70	745.00	(688.30)	7.61%
70275 Supplemental AD&D	28.50	28.50	144.00	(115.50)	19.79%
70276 Dependent AD&D	5.40	5.40	4.00	1.40	135.00%

70277 Short-term disability	838.14	838.14	9,927.00	(9,088.86)	8.44%
70278 Long-term disability	428.37	428.37	5,084.00	(4,655.63)	8.43%
70282 EAP			2,250.00	(2,250.00)	0.00%
70284 Next Level Prime	1,800.00	1,800.00	27,000.00	(25,200.00)	6.67%
70285 Accident & Sickness			21,400.00	(21,400.00)	0.00%
Total 70270 Other employee benefits	\$ 3,764.81	\$ 3,764.81	\$ 72,295.00	\$ (68,530.19)	5.21%
70290 Pension Plan				0.00	
70291 Benefits - Pension	17,141.10	17,141.10	216,108.00	(198,966.90)	7.93%
Total 70290 Pension Plan	\$ 17,141.10	\$ 17,141.10	\$ 216,108.00	\$ (198,966.90)	7.93%
70295 Workers compensation insurance					
70296 Benefits - Worker's Compensation			150,000.00	(150,000.00)	0.00%
Total 70295 Workers compensation insurance	\$ -	\$ -	\$ 150,000.00	\$ (150,000.00)	0.00%
Total 70239 Benefits	\$ 60,579.94	\$ 60,579.94	\$ 1,002,105.00	\$ (941,525.06)	6.05%
Total 70200 Operation salaries & benefits	\$ 254,927.32	\$ 254,927.32	\$ 3,452,307.00	\$ (3,197,379.68)	7.38%
70300 Insurance costs					
70311 Vehicle Insurance			46,803.00	(46,803.00)	0.00%
70319 Portable equipment			5,000.00	(5,000.00)	0.00%
Total 70300 Insurance costs	\$ -	\$ -	\$ 51,803.00	\$ (51,803.00)	0.00%
70350 Fleet operations					
70351 Vehicle repairs			75,000.00	(75,000.00)	0.00%
70352 Preventative Maintenance			22,939.00	(22,939.00)	0.00%
70353 Supplies - Fuel, Oil & Grease			40,000.00	(40,000.00)	0.00%
70354 Tires			16,500.00	(16,500.00)	0.00%
70355 Other fleet costs			1,500.00	(1,500.00)	0.00%
Total 70350 Fleet operations	\$ -	\$ -	\$ 155,939.00	\$ (155,939.00)	0.00%
70400 Facilities					
70410 Utility costs					
70412 Utilities - Gas	188.42	188.42		188.42	
Total 70410 Utility costs	\$ 188.42	\$ 188.42	\$ -	\$ 188.42	
Total 70400 Facilities	\$ 188.42	\$ 188.42	\$ -	\$ 188.42	
70460 Equipment costs					
70461 Maintenance - Equipment			8,800.00	(8,800.00)	0.00%
70462 Preventative Maintenance	366.59	366.59	29,250.00	(28,883.41)	1.25%
70464 Minor Gear/Equipment			1,650.00	(1,650.00)	0.00%
70466 Supplies - Minor Tools & Equipment			5,000.00	(5,000.00)	0.00%
70470 Stryker maintenance contract			10,000.00	(10,000.00)	0.00%
Total 70460 Equipment costs	\$ 366.59	\$ 366.59	\$ 54,700.00	\$ (54,333.41)	0.67%
70500 Other personnel costs					
70501 Supplies - Uniforms	313.50	313.50	12,174.00	(11,860.50)	2.58%
70502 Sundry - Recruitment			1,300.00	(1,300.00)	0.00%
70503 Screening & testing	320.00	320.00	1,254.00	(934.00)	25.52%
70504 Background checks			1,713.00	(1,713.00)	0.00%
Total 70500 Other personnel costs	\$ 633.50	\$ 633.50	\$ 16,441.00	\$ (15,807.50)	3.85%
70520 Training costs					

70521 Supplies - Educational & Training			30,091.00	(30,091.00)	0.00%
70522 Sundry - Permits, Certifications & Licenses			1,580.00	(1,580.00)	0.00%
70523 Sundry - Travel/Training	21.35	21.35	11,078.00	(11,056.65)	0.19%
Total 70520 Training costs	\$ 21.35	\$ 21.35	\$ 42,749.00	\$ (42,727.65)	0.05%
70550 Other supplies					
70552 *Supplies - Household			6,700.00	(6,700.00)	0.00%
70553 Supplies - Public Relation Items			1,000.00	(1,000.00)	0.00%
70555 Supplies - Food & Ice			1,050.00	(1,050.00)	0.00%
Total 70550 Other supplies	\$ -	\$ -	\$ 8,750.00	\$ (8,750.00)	0.00%
70560 Medical supplies					
70561 Oxygen	589.84	589.84	4,145.00	(3,555.16)	14.23%
70562 Oxygen bottle rental			4,372.00	(4,372.00)	0.00%
70563 Pharmacy	4,322.84	4,322.84	29,311.00	(24,988.16)	14.75%
70564 Blood and products			11,280.00	(11,280.00)	0.00%
70566 Sharps compliance			400.00	(400.00)	0.00%
70567 Medical durable	339.81	339.81	7,500.00	(7,160.19)	4.53%
70568 Medical expendables	7,537.17	7,537.17	150,393.00	(142,855.83)	5.01%
Total 70560 Medical supplies	\$ 12,789.66	\$ 12,789.66	\$ 207,401.00	\$ (194,611.34)	6.17%
70570 FRO Program costs					
70571 Oxygen			714.00	(714.00)	0.00%
70572 Oxygen bottle rental			1,152.00	(1,152.00)	0.00%
70573 Pharmacy			713.00	(713.00)	0.00%
70574 Medical durable			3,145.00	(3,145.00)	0.00%
70575 Medical expendables			2,465.00	(2,465.00)	0.00%
70576 Vector Solutions online CE			4,986.00	(4,986.00)	0.00%
70577 FRO Medical Director			9,000.00	(9,000.00)	0.00%
Total 70570 FRO Program costs	\$ -	\$ -	\$ 22,175.00	\$ (22,175.00)	0.00%
70600 Technology					
70601 ESO HER software	10,738.84	10,738.84	11,013.00	(274.16)	97.51%
70602 ESO HDE software			1,056.00	(1,056.00)	0.00%
70603 ESO scheduling			1,848.00	(1,848.00)	0.00%
70608 Computer repairs	637.50	637.50	3,600.00	(2,962.50)	17.71%
70609 Computer replacement			4,800.00	(4,800.00)	0.00%
Total 70600 Technology	\$ 11,376.34	\$ 11,376.34	\$ 22,317.00	\$ (10,940.66)	50.98%
70650 Communications					
70651 Communications - Contracts	46,580.17	46,580.17	131,012.00	(84,431.83)	35.55%
70652 Technology fee			25,861.00	(25,861.00)	0.00%
70653 Communication - Repair			3,500.00	(3,500.00)	0.00%
70654 Services - Digital Radio Enhancements			2,666.00	(2,666.00)	0.00%
70655 Cell phones			8,664.00	(8,664.00)	0.00%
Total 70650 Communications	\$ 46,580.17	\$ 46,580.17	\$ 171,703.00	\$ (125,122.83)	27.13%
70750 Operational professional fees					
70751 Services - Billing	5,954.61	5,954.61	91,827.00	(85,872.39)	6.48%
70752 EMS collection service	436.35	436.35	500.00	(63.65)	87.27%

70753 Medical director	1,970.00	1,970.00	23,600.00	(21,630.00)	8.35%
70754 Credit card processing services	559.10	559.10	2,922.00	(2,362.90)	19.13%
Total 70750 Operational professional fees	\$ 8,920.06	\$ 8,920.06	\$ 118,849.00	\$ (109,928.94)	7.51%
Total 70000 OPERATIONS	\$ 335,803.41	\$ 335,803.41	\$ 4,325,134.00	\$ (3,989,330.59)	7.76%
Total Expenses	\$ 337,386.96	\$ 337,386.96	\$ 4,353,919.00	\$ (4,016,532.04)	7.75%
Net Operating Income	\$ (228,134.84)	\$ (228,134.84)	\$ (2,264,201.00)	\$ 2,036,066.16	10.08%
Other Expenses					
90000 Other uses of cash					
90010 Capital expenditures					
90300 Capital Purchase - Equipment					
90301 EMS	3,065.00	3,065.00	45,822.00	(42,757.00)	6.69%
Total 90300 Capital Purchase - Equipment	\$ 3,065.00	\$ 3,065.00	\$ 45,822.00	\$ (42,757.00)	6.69%
90400 Apparatus purchases					
90401 EMS			854,846.00	(854,846.00)	0.00%
Total 90400 Apparatus purchases	\$ -	\$ -	\$ 854,846.00	\$ (854,846.00)	0.00%
90500 Support vehicles purchases					
90501 EMS			110,250.00	(110,250.00)	0.00%
Total 90500 Support vehicles purchases	\$ -	\$ -	\$ 110,250.00	\$ (110,250.00)	0.00%
Total 90010 Capital expenditures	\$ 3,065.00	\$ 3,065.00	\$ 1,010,918.00	\$ (1,007,853.00)	0.30%
Total 90000 Other uses of cash	\$ 3,065.00	\$ 3,065.00	\$ 1,010,918.00	\$ (1,007,853.00)	0.30%
92000 M&O Funded debt service					
92100 Principal payments					
92101 A10 P			28,404.00	(28,404.00)	0.00%
92102 MVFD Station - Masters Rd			74,615.00	(74,615.00)	0.00%
Total 92100 Principal payments	\$ -	\$ -	\$ 103,019.00	\$ (103,019.00)	0.00%
92200 Interest paid					
92201 A10			1,870.00	(1,870.00)	0.00%
96161 MVFD Station - Masters Rd			18,467.00	(18,467.00)	0.00%
Total 92200 Interest paid	\$ -	\$ -	\$ 20,337.00	\$ (20,337.00)	0.00%
Total 92000 M&O Funded debt service	\$ -	\$ -	\$ 123,356.00	\$ (123,356.00)	0.00%
94000 DEBT SERVICE FUND					
96000 Expenditures					
96100 Debt service					
96120 Principal payments					
96102 Trustmark - A11 & A12 P			70,990.00	(70,990.00)	0.00%
96124 Webster Bank - Admin/Masters Renovation			165,734.00	(165,734.00)	0.00%
Total 96120 Principal payments	\$ -	\$ -	\$ 236,724.00	\$ (236,724.00)	0.00%
96160 Interest payments					
96164 Webster Bank - Admin/Masters Renovation			82,200.00	(82,200.00)	0.00%
96202 A11 & A12			18,839.00	(18,839.00)	0.00%
Total 96160 Interest payments	\$ -	\$ -	\$ 101,039.00	\$ (101,039.00)	0.00%
Total 96100 Debt service	\$ -	\$ -	\$ 337,763.00	\$ (337,763.00)	0.00%
Total 96000 Expenditures	\$ -	\$ -	\$ 337,763.00	\$ (337,763.00)	0.00%

Total 94000 DEBT SERVICE FUND	\$	-	\$	-	\$	337,763.00	\$	(337,763.00)	0.00%
Total Other Expenses	\$	3,065.00	\$	3,065.00	\$	1,472,037.00	\$	(1,468,972.00)	0.21%
Net Other Income	\$	(3,065.00)	\$	(3,065.00)	\$	(1,472,037.00)	\$	1,468,972.00	0.21%
Net Income	\$	(231,199.84)	\$	(231,199.84)	\$	(3,736,238.00)	\$	3,505,038.16	6.19%

INVESTMENT REPORT, AUTHORIZATION AND REVIEW

Report for:
Brazoria County ESD 3

Report period from **1/1/2026** to **1/31/2026**

Investment Pools	Inv rating	Interest rate	Value at Beginning of the Period		Interest earned this period	Net Deposits or Withdrawals	Value at End of the Period		
			Book	NAV			Book	NAV	Market
Texas Class - Building Improvements		4.5419%	\$ 74,293.70	1	\$ 74,293.70	\$ 243.56	\$ 74,537.26	1	\$ 74,537.26
Texas Class - Equipment & PPE		4.5419%	\$ 265,730.76	1	\$ 265,730.76	\$ 871.25	\$ 266,602.01	1	\$ 266,602.01
Texas Class - Vehicle replacement		4.5419%	\$ 723,844.05	1	\$ 723,844.05	\$ 2,373.25	\$ 726,217.30	1	\$ 726,217.30
Texas Class - EMS funds		4.5419%	\$ 2,739.05	1	\$ 2,739.05	\$ 8.99	\$ 2,748.04	1	\$ 2,748.04
Texas Class - General Reserves		4.5419%	\$ 13,279,117.69	1	\$ 13,279,117.69	\$ 51,107.39	\$ 17,330,225.08	1	\$ 17,330,225.08
Texas Class - Liverpool		4.5419%	\$ 1,036.12	1	\$ 1,036.12	\$ 3.42	\$ 1,039.54	1	\$ 1,039.54
Texas Class - I&S tax fund			\$ 223,130.15	1	\$ 223,130.15	\$ 731.58	\$ 223,861.73	1	\$ 223,861.73
Texas Class - Webster Bank loan funds			\$ 1,581,294.11	1	\$ 1,581,294.11	\$ 5,184.58	\$ 1,586,478.69	1	\$ 1,586,478.69
TexPool - General reserve		4.4755%	\$ 2,348,745.14	1	\$ 2,348,745.14	\$ 7,400.49	\$ 2,356,145.63	1	\$ 2,356,145.63
Totals			\$ 18,499,930.77		\$ 18,499,930.77	\$ 67,924.51	\$ 22,567,855.28		\$ 22,567,855.28

Certificates of Deposit & Money Market Accounts	Interest rate	Purchase Value	Term in Days	Ledger at Begin of Period	Interest accrued this period	Net Deposits or (Withdrawals)	Ledger at end of period	Reconciling Items	Ending Ledger Balance
Wells Fargo EMS collections				218,011.75	-	112,820.88	330,832.63		330,832.63
Wells Fargo Sweep				424,061.46	-	(87,478.54)	336,582.92		336,582.92
Totals		-		806,074.52	544.00	750,591.79	1,556,666.31		1,556,666.31

Total Investments \$ 18,499,930.77 \$ 19,306,005.29 \$ 68,468.51 \$ 4,750,591.79 \$ 24,124,521.59 \$ 24,124,521.59

Compliance Statement: The investments reported above for the noted period are in compliance with the investment strategy expressed in the District's Investment Policy and the Public Funds Investment Act.

Review:

This report and the District's Investment Policy are submitted to the Board for its review and to make any changes thereto as determined by the Board to be necessary and prudent for the management of District funds.

Investments Officer

Agenda

Item 5c



Memo

To: Jeff Braun, Executive Director

From: Tim Welch, BCEESD 3 EMS Chief *TW*

Date: 01/03/2026

Re: BCEESD 3 Policy Revision

BCEESD 3 policy **3002 Clinical Credentialing** has been revised to meet new Texas Department of State Health Services rules and to differentiate between required credentials and required training. The revisions to the policy are the following:

- All EMS personnel are required to complete annual Human Trafficking training as stipulated in TDSHS rule 157.11.
- Items that are required credentials are denoted in red.
- Items that are required training are denoted in blue
- Items that are recommended credentials and/or training are denoted in black.

3002 Clinical Credentialing

Applicability

This policy applies to all uniformed employees responsible for providing emergency medical care.

Policy

It is the policy of BCESD 3 that all clinicians must maintain certain credentials to retain their ability to perform clinical services.

Procedure

It is the responsibility of each BCESD 3 clinician to ensure that all required training classes are kept current. Required credentials may be obtained from third-party vendors, with no guarantee of reimbursement for fees incurred. Required credentials vary based on clinical authorization level and are outlined below.

ITEMS THAT APPEAR IN RED ARE REQUIRED CREDENTIALS

ITEMS THAT APPEAR IN BLUE ARE REQUIRED ANNUAL TRAINING

ITEMS THAT APPEAR IN BLACK ARE RECOMMENDED CREDENTIALS OR RECOMMENDED TRAINING

	EMT	AEMT	Paramedic	*Lieutenant	Captain/Sup.	Deputy Chief	Chief
TDSHS EMT – Basic or Higher	●						
Licensure TDSHS Advanced EMT or Higher		●					
Licensure TDSHS Paramedic or Lic. Paramedic			●		●	●	●
Basic Life Support (Healthcare Provider)	●	●	●	●	●	●	●
Advanced Cardiovascular Life Support (ACLS)	●	●	●	●	●	●	●
Pediatric Advanced Life Support (PALS)	●	●	●	●	●	●	●
Pre-Hospital Trauma Life Support (PHTLS)	●	●	●	●	●	●	●
NIMS 100, 200, 700, 800	●	●	●	●	●	●	●
NIMS 300, 400	●	●	●	●	●	●	●
Annual Competency Evaluation (ACE)	●	●	●	●	●	●	●
Difficult Airway Course	●	●	●	●	●	●	●
Bloodborne Pathogens	●	●	●	●	●	●	●
Emergency Vehicle Operations	●	●	●	●	●	●	●
HIPAA Awareness	●	●	●	●	●	●	●
DSHS Human Trafficking Training	●	●	●	●	●	●	●
Texas Cyber Security	●	●	●	●	●	●	●

Clinical employees shall complete all annual training (HIPAA, Blood-borne Pathogens, and Emergency Vehicle Operation, etc.) on or before the Annual Competency Evaluation (ACE) date established by the organization.

BCESD 3 clinical staff are eligible for clinical credentialing following successful completion of the Annual Competency Evaluation which encompasses the following:

- Successfully pass the Patient Care Guideline Exam with a minimum score of 80%.
- Successful completion of Cadaver Lab skills.
- Successful completion of annual skills testing.

*Lieutenants can hold any state certification. Other credentialing is dependent on the state certification held by the employee:

- American Heart Association (AHA) certifications
 - EMT & AEMT – BLS
 - Paramedic - BLS, ACLS, PALS
- Difficult Airway Course
 - AEMT & Paramedic

EMS Supervisor Credentialing

- Must successfully complete the Field Supervisor Patient Care Guideline exam with a minimum score of 80%.
- Must successfully complete a Delayed Sequence Intubation scenario with the Medical Director.
- Must successfully complete an adult and pediatric Megacode scenario with the Medical Director.
- Must be approved by the Medical Director and the EMS Chief or their designee for credentialing.

The EMS Chief or his/her designee may require additional training at any time.

DRAFT

Agenda

Item 6

**No
Documentation
for this Item**

Agenda

Item 7



MEMO

To: Jeff D. Braun, Executive Director
From: Jack Helton, Fire Service Administrator *JH*
Date: 2/4/2026
Re: Recommendation for Approval – District Breathing Air Maintenance

The purpose of this memo is to recommend approval to proceed with Morton Morrow, Inc. for annual preventative maintenance and required air testing services for all Brazoria County ESD No. 3 breathing air compressors for calendar year 2026.

Morton Morrow, Inc. submitted a comprehensive proposal dated January 16, 2026, for annual, quarterly, and semi-annual preventative maintenance services for breathing air compressors assigned to Danbury, Demi-John, Manvel, Rosharon, Iowa Colony, and County Road 143 Fire Departments.

The proposal includes all required OEM parts, labor, and Trace Analytics air quality testing to ensure compliance with NFPA breathing air standards. The total cost for district-wide service is **\$15,246.56**,

Morton Morrow is the only authorized MAKO distributor and service provider for the municipal fire market in the State of Texas. MAKO Compressors has formally confirmed that Morton Morrow is the sole provider approved to perform warranty service, OEM parts replacement, and certified maintenance on MAKO breathing air products within Texas. No alternative vendor is authorized to provide these services without risking warranty invalidation or non-compliant repairs.

Breathing air compressors are mission-critical life safety systems. Regular preventative maintenance and documented air quality testing are essential to firefighter health, regulatory compliance, and uninterrupted operations. Utilizing the manufacturer-authorized service provider ensures proper maintenance, certified technicians, and traceable documentation for audits, ISO review, and liability protection.

Recommendation

Based on sole-source authorization, regulatory compliance requirements, life-safety considerations, and the reasonable and consolidated pricing provided, I recommend approval to proceed with Morton Morrow, Inc. for the 2026 annual breathing air compressor maintenance program in the total amount of **\$15,246.56**.

Agenda

Item 8



MEMO

To: Jeff D. Braun, Executive Director
From: Jack Helton, Fire Service Administrator *JH*
Date: 2/2/2026
Re: Recommendation for Approval – District SCBA Maintenance

The purpose of this memorandum is to recommend the vendor that provides the best overall value for annual SCBA inspection, testing, maintenance, and repair services for Brazoria County ESD #3.

I am submitting for your review and approval a request to move forward with MES Service Company, LLC as the Self-contained Breathing Apparatus (SCBA) vendor for the 2026 budget year.

Bids were reviewed based on:

- Compliance with NFPA 1852, OSHA, and DOT requirements
- Scope of services included
- On-site service capability and downtime reduction
- Manufacturer certification and technical expertise
- Parts discounts and long-term cost control
- Documentation, record-keeping, and audit readiness
- Overall value and operational risk

The recommended proposal includes set pricing for one year on the following items:

- SCBA Flow Testing- \$42.50 each pack
- SCBA Fit Testing- \$35.00 per person
- Service Call Fee- Once Daily @ \$65.00
- 25% Discount off list pricing for non-warranty parts
- Set labor cost as listed in the contract for common non-warranty SCBA repairs

MES provides the best balance of cost, compliance, service depth, and risk reduction for Brazoria County ESD #3. Their proposal supports firefighter safety, minimizes downtime, and ensures the District remains compliant with applicable standards.

Recommendation: Approve MES as the District's SCBA inspection, testing, & maintenance service provider.

Vendors Reviewed

- MES Service Company
- 3M/Scott Direct Service
- Metro Fire Apparatus Specialists
- HEAT Safety Equipment, LLC

Agenda Item 9



MEMO

To: Jeff D. Braun, Executive Director
From: Jack Helton, Fire Service Administrator 
Date: 2/4/2026
Re: Recommendation for Approval – Respirator Fit Testing System

Purpose

To recommend the purchase of a QuantiFit2 Respirator Fit Testing System through Municipal Emergency Services (MES) and to present a separate recommendation for a 5-year calibration, maintenance, and extended warranty option.

Background

Respirator fit testing is a required component of TCFP, NFPA, and OSHA respiratory protection compliance and is critical to firefighter safety. The QuantiFit2 system provides quantitative respirator fit testing in a portable platform suitable for department operations. Quotes for the system and service options were reviewed for pricing, coverage, and long-term value.

Recommendation #1 – Vendor and Equipment Purchase

Approve the purchase of the **QuantiFit2 Respirator Fit Testing System** from MES.

The MES quote includes:

- QuantiFit2 Fit Testing System with Logic Software
- Roller case and required hardware
- Lifetime powertrain warranty
- Required respirator adapters

Total equipment cost: \$11,146.44 (including shipping)

MES provides competitive pricing, established fire service support, and a complete turnkey solution for this equipment.

Recommendation #2 – Separate Warranty and Service Option

Approve the **5-year Bumper-to-Bumper Calibration, Maintenance, and Extended Warranty Contract** as a **separate action** from the equipment purchase.

This option includes:

- Annual NIST-traceable calibration and preventive maintenance
- Full extended warranty coverage for the duration of the contract
- Return shipping following service

5-year service cost: \$4,380.00

This option ensures compliance, reduces downtime, and provides long-term cost certainty by avoiding unplanned calibration and repair expenses.

Summary

Approval of these two items ensures the department acquires a compliant fit testing system with the option for long-term maintenance and warranty protection. An additional bid from OHD LLLC was obtained for **\$11,465.00 for the unit and \$4,380.00 for the warranty.**



(877) 637-3473

Quote

Quote # QT2024923
Date 01/21/2026
Expires 02/05/2026
Sales Rep Evans, James M
Shipping Method FedEx Ground
Customer MANVEL FIRE DEPARTMENT (TX)
Customer # C32360

Bill To

MANVEL FIRE DEPARTMENT
 P.O. BOX 374
 MANVEL TX 77578
 United States

Ship To

MANVEL FIRE DEPARTMENT
 6212 North Masters
 MANVEL TX 77578
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
9519-4210			QuantiFit2 Respirator Fit Testing System, Includes Logic Software, Roller Case, Triple Tube Assembly, USB Cable, Power Supply, Shell for Battery Compartment and Lifetime Powertrain Warranty† . (Fit test adapters sold separately.)	1	\$10,751.44	\$10,751.44
9513-0500F			AV2000/AV3000 & SureSeal	1	\$395.00	\$395.00
OHD	SERPW 9519-4020/5		SERPW 9519-4020/5 Custom OHD Bumper to Bumper Calibration, Maintenance, & Extended Warranty Contract. Includes calibration & maintenance, full warranty through contract, and return shipping (customer is responsible for shipping to OHD)	1	\$4,380.00	\$4,380.00

Subtotal \$15,526.44

Contact: C32360 MANVEL FIRE DEPARTMENT (TX) : Ricky Burlison (281) 381-0899

Shipping Cost \$0.00

Tax Total \$0.00

Total \$15,526.44

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT2024923



Manvel Volunteer Fire Department

6212 Masters
Manvel, TX 77578
United States

Quote number: 20260121-123104608

Quote created: January 21, 2026

Quote expires: February 20, 2026

Ricky Burleson

ricky.burleson@manvelfire.org

Comments from John

Thank you!

Item & Description	Unit Price	Quantity	Total
FTK 9519-4200 QuantiFit2 Package: QuantiFit2 Respirator Fit Testing System with Bluetooth®. Includes Logic Software, Roller Case, Triple Tube Assembly, USB Cable, Power Supply, Shell for Battery Compartment and Lifetime Powertrain Warranty†. (Fit test adapters sold separately.)	\$10,995.00	1	\$10,995.00
FTK 9513-0500 F Kit 50F Scott 2000/3000 - Pure Adapter	\$395.00	1	\$395.00
	One-time subtotal		\$11,390.00
	Shipping		\$75.00
	Total		\$11,465.00

Terms & Conditions

By purchasing from OHD, you agree to abide by [OHD's Terms & Conditions](#).

Questions? Contact me



John Koch

Occupational Health Sales and Service Representative

jkoch@ohdglobal.com

+12054182145

OHD, LLLP

2200 Resource Drive

Birmingham, AL 35242

US

Select Language ▼

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QuantiFit2[®]

CALIBRATION AND MAINTENANCE

SERVICE OPTION COMPARISON CHART

SERVICE OPTION	BASIC SERVICE	OHD PREMIUM SERVICE PACKAGE	OHD PREMIUM SERVICE PACKAGE	OHD GOLD SERVICE PACKAGE
CALIBRATION & MAINTENANCE	✓	✓	✓	✓
RETURN SHIPPING		✓	*	*
OHD ROUND TRIP SHIPPING			✓	✓
EXTENDED WARRANTY		✓		✓
OHD ACCESSORY ASSURANCE				✓
IN-HOUSE SERVICE TURN-AROUND TIME	3-5 Days Typical	3-5 Days Typical	3-5 Days Typical	3 Days Guaranteed

*return shipping included with OHD Round Trip Shipping

CALIBRATION AND MAINTENANCE

QUANTIFIT2 PREPAID SERVICE OPTIONS - AVAILABLE IN 1, 3, 5 OR 10 YEAR PACKAGES

SERVICE OPTION	DESCRIPTION	PART NUMBER X = NUMBER OF YEARS
CALIBRATION & MAINTENANCE	Prepaid Annual NIST Traceable Calibration and Preventative Maintenance	SERP 9519-4020/X
BUMPER TO BUMPER	Prepaid Annual NIST Traceable Calibration and Preventative Maintenance, QuantiFit2 Warranty Over the Length of the Package (standard warranty is 2 years) and Return Shipping	SERPW 9519-4020/X
RETURN SHIPPING	Shipping to Customer after Calibration	Included with Bumper to Bumper Package
OHD ROUND TRIP SHIPPING	Pick-up and Return of QuantiFit2 for Annual Services (Insured by OHD)	Included with Premium Service Package and Gold Service Package
OHD ACCESSORY ASSURANCE	Adapter and Accessory Evaluation and Repair/Replacement	Included with Gold Service Package

PREPAID SERVICE OPTIONS

SERVICE PACKAGE	1 YEAR PACKAGE COST	3 YEAR PACKAGE COST	5 YEAR PACKAGE COST	10 YEAR PACKAGE COST	PART NUMBER X= NUMBER OF YEARS
Bumper to Bumper Calibration, Maintenance, & Extended Warranty Package Includes: <ul style="list-style-type: none"> Calibration & Maintenance Package Full Warranty Through Package Return Shipping 	N/A	\$2,615.00 (AK, HI & Canada \$2,965.00)	\$4,380.00 (AK, HI & Canada \$5,030.00)	\$8,979.00 (AK, HI & Canada \$10,229.00)	SERPW 9519-4020/X
OHD Premium Service Package Includes: <ul style="list-style-type: none"> Calibration & Maintenance Package OHD Round Trip Shipping 	\$985.00 (AK, HI & Canada \$1,185.00)	\$2,985.00 (AK, HI & Canada \$3,680.00)	\$5,095.00 (AK, HI & Canada \$6,390.00)	\$10,335.00 (AK, HI & Canada \$12,925.00)	SERP 9519-4020/X
OHD Gold Service Package Includes: <ul style="list-style-type: none"> Calibration & Maintenance Package Full Warranty Through Package OHD Accessory Assurance OHD Round Trip Shipping 3 Day In-House Service Turnaround 	\$1,245.00 (AK, HI & Canada \$1,445.00)	\$3,710.00 (AK, HI & Canada \$4,405.00)	\$5,950.00 (AK, HI & Canada \$7,245.00)	\$12,400.00 (AK, HI & Canada \$14,990.00)	SERP 9519-4020/X

*Prices and specifications subject to change without notice

Agenda

Item 10



MEMO

To: Jeff D. Braun, Executive Director
From: Jack Helton, Fire Service Administrator *JHK*
Date: 2/4/2026
Re: Recommendation for Approval – Manvel- Physical-Security Upgrade (TIPS Proposal DVXB-24549)

The purpose of this memorandum is to request Board approval for the purchase and installation of a new physical-security system at Manvel Fire Station 1. The security upgrade, comprising Avigilon Alta video-surveillance and access-control equipment is budgeted in the FY-2026 capital plan. Approval is needed to authorize execution of the **TIPS cooperative-contract proposal (contract No. 230105) with DataVox.**

We seek Board approval to purchase and install a modern physical-security system at Manvel Fire Station 1. The project – funded within the FY-2026 capital budget – will upgrade the station's video surveillance and access control, improving safety and regulatory compliance. The vendor, DataVox, is an advanced technology partner since 1988 and offers turnkey design, installation, programming and 24x7 support. Pricing is through the TIPS cooperative contract (No. 230105), and the proposal is valid until **March 05, 2026**. Each device includes a one-year cloud license. DataVox will integrate the system with Station 1's network and perform programming and training.

Cost:

Total **\$40,275.94** for video surveillance and access control. This amount is within the approved FY-2026 budget of **\$45,000.00**. TIPS is a CoOp and DataVox is the vendor of choice for the District and used exclusively in other District facilities.

Given the security nature of this purchase, if the Board desires more detailed information about the equipment, this information can be provided in closed session under §551.076.

Recommendation

Authorize staff to execute the DataVox proposal under TIPS Contract 230105 for \$40,275.94. Approval will allow us to order the equipment and complete installation before the proposal expires, delivering a much-needed security upgrade to Manvel Station 1 that is compatible with the District's current system.

Agenda

Item 11



Memo

To: Board of Commissioners
From: Cindy Reaves, Administrative Director *CR*
Date: February 2, 2026
Re: Surplus and/or Salvage Property

The District has furniture items that are defective or are being replaced by new furnishings after the building renovation is complete. I am requesting that the furniture be deemed as surplus and that authorization be given to staff to auction them. If the items are not sold within the legally defined timeframe, I am requesting that the board authorize us to dispose of said items.

The items are listed on the attached document.

Auction List

Location	Quantity	Description
Jeff	1 1 1 8 1	12' long conference table 2 drawer filing / storage cabinet 2 drawer filing cabinet office chairs bookshelf
Charla	1 1 2 1 2 1 1	solid wood desk with 5 drawers, L return with 2 drawers round table lamps bookshelf solid wood arm chairs stackable decorative storage cabinet solid wood trash can
Cindy/Demetrie	1 1 2 2 1	bookshelf desk with 6 drawers decorative wooden chairs office chairs desk with 5 drawers, L return with 2 drawers
Daphney / Kristen	1 1 1 2 1	solid wood arm chair solid wood wall unit desk with 3 drawers, l return with 2 shelves, 2 -2 drawer filing cabinets desk with 4 drawers office chairs round wooden table
Jack	1 1 1 1 2 1	solid wood desk with L return 4 shelf hutch with 2 drawers round side table lamp solid wood arm chairs solid wood corner hutch
Miscellaneous	8	Apple Laptops Multiple phones replaced by current phone system to be salvaged due to being obsolete and out of warranty

Agenda

Item 12



MEMO

To: Board of Commissioners

From: Jeff D. Braun, Executive Director

Date: 2/4/2026

Re: Interlocal Agreement for Lakes of Savannah Station Addition

Chief Welch and I attended the regular board meetings of Brazoria County MUD 21 and 22 to present and discuss a proposed expansion of the Lakes of Savannah Station. Both meetings went well, and the discussions were constructive and well received.

As the next step, the District's legal counsel, John Peeler, has drafted an interlocal agreement between BCESD3, MUD 21, and MUD 22 to establish the framework necessary to facilitate the proposed expansion project.

This item is on the agenda tonight for discussion.

Agenda

Item 13



MEMO

TO: Board of Commissioners
FROM: Jeff D. Braun, Executive Director 
DATE: February 3, 2026
RE: Station 2 Alterations

Station 2 is located in the Lakes of Savannah development. The station is owned by MUD 21. The station is staffed 24/7 by BCESD3 EMS crews. The design of the building and the amount of space are no longer aligned with the needs of our EMS crews. It lacks the infrastructure and storage to effectively support the operational and logistical demands of BCESD3. The station needs to be enlarged, and the configuration of the building needs to be altered to improve essential workflows and staff movements.

In November 2024, the district contracted with Slattery Tackett Architects to put together a preliminary design that will improve the station. With the design and estimated construction budget, Chief Welch and I approached MUD 21 and MUD 22 last month with a request for the two MUDs to fund the needed improvements. The presentations went well. Both meetings were constructive and well received. After the meeting with the MUDs attorney, it was decided that the district's legal counsel, John Peeler, would draft an interlocal agreement between BCESD3, MUD 21, and MUD22 to establish the framework necessary to facilitate the proposed expansion project. An agenda item related to this interlocal agreement was considered previously on this agenda. After the meeting, I also had discussions with David Slattery about putting together an agreement between the district and Slattery Tackett Architects to have the firm develop the final design, prepare construction specifications, and manage the expansion of the Lakes of Savannah station.

At this meeting. It is my recommendation that the Board approves an agreement with Slattery Tackett Architects (see attached). However, when making the motion to engage the architectural firm, please make your approval CONTINGENT on both MUDs approving the interlocal agreement. Thus, the actual execution of the agreement with Slattery Tackett Architects would wait until the district has the countersigned interlocal agreement back from the MUDs.



AIA® Document B101® – 2017

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the Ninth day of February in the year Two Thousand Twenty-Six

(In words, indicate day, month and year.)

BETWEEN the Architect’s client identified as the Owner:

(Name, legal status, address and other information)

Brazoria County Emergency Services District No. 3
6931 Masters
Manvel, TX 77578
(281) 519-8779

and the Architect:

(Name, legal status, address and other information)

Slattery Tackett Architects, LLP
730 North Post Oak Rd. Suite 200
Houston, TX 77024
(713) 521-0591

for the following Project:

(Name, location and detailed description)

BCESD 3 Station 2 Alterations and Addition
1511 County Road 58
Rosharon, TX 77583
Alterations and addition to existing Fire/EMS Station located at 1511 County Road 58
in Rosharon, Texas.

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 ARCHITECT'S RESPONSIBILITIES
- 3 SCOPE OF ARCHITECT'S BASIC SERVICES
- 4 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

As represented in conceptual plan prepared by Architect under separate Agreement as shown in Exhibit B - Concept Plan

§ 1.1.2 The Project's physical characteristics:

(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

Alterations and addition to provide additional/reconfigured living quarters for duty crew. Additional and reconfigured spaces include day room, kitchen, dining, work area, and dorm rooms.

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

(Provide total and, if known, a line item breakdown.)

As will be adopted by action of the BCESD 3 Commissioners.

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

- .1 Design phase milestone dates, if any:

TBD

.2 Construction commencement date:

TBD

.3 Substantial Completion date or dates:

TBD

.4 Other milestone dates:

N/A

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:
(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:
(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

N/A

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™–2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204–2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204–2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:
(List name, address, and other contact information.)

Jeff Braun
6931 Masters
Manvel, TX 77578
(281) 519-8779
jbraun@bcesd3.com

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:
(List name, address, and other contact information.)

§ 1.1.9 The Owner shall retain the following consultants and contractors:
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

TBD

.2 Civil Engineer:

N/A

.3 Other, if any:

(List any other consultants and contractors retained by the Owner.)

Construction materials testing, building commissioning, communications, security, and network as identified in Section 4.1.

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:
(List name, address, and other contact information.)

David Slattery, AIA
730 North Post Oak Rd. Suite 200
Houston, TX 77024
(713) 521-0591
david.slattery@slatterytackett.com

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

.1 Structural Engineer:

Pinnacle Structural Engineers
3120 Southwest Freeway, Suite 410
Houston, Texas 77098
(713) 807-8911

.2 Mechanical Engineer:

Thomas & Dunne Engineers
738 S. Hwy. 6, Suite 260
Houston, Texas 77079
(713) 993-1001

.3 Electrical Engineer:

Same as Mechanical Engineer

§ 1.1.11.2 Consultants retained under Supplemental Services:

Civil Engineer (to be determined)

§ 1.1.12 Other Initial Information on which the Agreement is based:

N/A

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by

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User Notes:

architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than One Million Dollars and Zero Cents (\$ 1,000,000.00) for each occurrence and Two Million Dollars and Zero Cents (\$ 2,000,000.00) in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than One Million Dollars and Zero Cents (\$ 1,000,000.00) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than (\$) each accident, (\$) each employee, and (\$) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than Two Million Dollars and Zero Cents (\$ 2,000,000.00) per claim and Two Million Dollars and Zero Cents (\$ 2,000,000.00) in the aggregate.

§ 2.5.7 Additional Insured Obligations. To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Schematic Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any

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adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 Procurement Phase Services

§ 3.5.1 General

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.5.3 Negotiated Proposals

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

§ 3.6 Construction Phase Services

§ 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 Evaluations of the Work

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 Certificates for Payment to Contractor

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 Submittals

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests

for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 Project Completion

§ 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services

§ 4.1.1 The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)

Supplemental Services	Responsibility <i>(Architect, Owner, or not provided)</i>
§ 4.1.1.1 Programming	Owner
§ 4.1.1.2 Multiple preliminary designs	Not Provided
§ 4.1.1.3 Measured drawings	Not Provided

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§ 4.1.1.4	Existing facilities surveys	Not Provided
§ 4.1.1.5	Site evaluation and planning	Not Provided
§ 4.1.1.6	Building Information Model management responsibilities	Not Provided
§ 4.1.1.7	Development of Building Information Models for post construction use	Not Provided
§ 4.1.1.8	Civil engineering	Architect
§ 4.1.1.9	Landscape design	Not Provided
§ 4.1.1.10	Architectural interior design	Architect
§ 4.1.1.11	Value analysis	Not Provided
§ 4.1.1.12	Detailed cost estimating beyond that required in Section 6.3	Not Provided
§ 4.1.1.13	On-site project representation	Not Provided
§ 4.1.1.14	Conformed documents for construction	Not Provided
§ 4.1.1.15	As-designed record drawings	Not Provided
§ 4.1.1.16	As-constructed record drawings	Not Provided
§ 4.1.1.17	Post-occupancy evaluation	Not Provided
§ 4.1.1.18	Facility support services	Not Provided
§ 4.1.1.19	Tenant-related services	Not Provided
§ 4.1.1.20	Architect's coordination of the Owner's consultants	Architect
§ 4.1.1.21	Telecommunications/data design	Owner
§ 4.1.1.22	Security evaluation and planning	Owner
§ 4.1.1.23	Commissioning	Owner
§ 4.1.1.24	Sustainable Project Services pursuant to Section 4.1.3	Not Provided
§ 4.1.1.25	Fast-track design services	Not Provided
§ 4.1.1.26	Multiple bid packages	Not Provided
§ 4.1.1.27	Historic preservation	Not Provided
§ 4.1.1.28	Furniture, furnishings, and equipment design	Not Provided
§ 4.1.1.29	Other services provided by specialty Consultants	Owner
§ 4.1.1.30	Other Supplemental Services	Not Provided

§ 4.1.2 Description of Supplemental Services

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)

- 4.1.2.1.1 Civil engineering services for normal on-site grading, drainage, stormwater management, utilities, and paving.
- 4.1.2.1.2 Architectural interior design services for the selection and scheduling of interior finish materials.
- 4.1.2.1.3 Architect's coordination of Owner's consultants with Architectural design

§ 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)

- 4.1.2.2.1 Programming as represented in conceptual design adopted by Owner.

- 4.1.2.2.2 Telecommunications/data design services including radio and station alerting.
- 4.1.2.2.3 Security system design services including surveillance cameras, intrusion alarms, and access controls.
- 4.1.2.2.4 HVAC systems commissioning.
- 4.1.2.2.5 Other specialty consultants including construction materials testing.

§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

§ 4.2 Architect's Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the

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- .2 Twelve (12) visits to the site by the Architect during construction
 - .3 Two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
 - .4 One (1) inspections for any portion of the Work to determine final completion.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed within Fifteen (15) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is

exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case

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not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

- Arbitration pursuant to Section 8.3 of this Agreement
- Litigation in a court of competent jurisdiction
- Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 8.3 Arbitration

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations

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purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.4 Consolidation or Joinder

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience

pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:
(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

N/A

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

To be determined by mutual agreement.

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose “confidential” or “business proprietary” information after 7 days’ notice to the other party, when required by law, arbitrator’s order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties’ intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect’s Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

.1 Stipulated Sum
(Insert amount)

.2 Percentage Basis
(Insert percentage value)

Twelve (12.00) % of the Owner’s budget for the Cost of the Work, as calculated in accordance with Section 11.6.

.3 Other
(Describe the method of compensation)

§ 11.2 For the Architect’s Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

- 11.2.1 Civil engineering services at cost (without markup) of proposal acceptable to Owner and Architect.
- 11.2.2 Architectural interior design services lump sum of \$2,000.00.
- 11.2.3 Coordination of the Owner’s consultants at no additional charge.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

Architect’s Standard Hourly Rate Schedule (2026)

§ 11.4 Compensation for Supplemental and Additional Services of the Architect’s consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus Ten percent (10.00%), or as follows:
(Insert amount of, or basis for computing, Architect’s consultants’ compensation for Supplemental or Additional Services.)

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	Ten percent (10.00 %)
Design Development Phase	Twenty percent (20.00 %)
Construction Documents Phase	Forty-Five percent (45.00 %)
Procurement Phase	Five percent (5.00 %)

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Construction Phase

Twenty percent (20.00 %)

Total Basic Compensation

one hundred percent (100.00 %)

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Exhibit A - Architect's Standard Hourly Rates (2026)

Employee or Category

Rate (\$0.00)

§ 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus Zero percent (0.00 %) of the expenses incurred.

§ 11.9 Architect's Insurance. If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:
(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)

§ 11.10 Payments to the Architect

§ 11.10.1 Initial Payments

§ 11.10.1.1 An initial payment of Zero Dollars and Zero Cents (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

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§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of (\$) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.

§ 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid Forty-Five (45) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

1.50 % monthly

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect
- .2 Building Information Modeling Exhibit, if completed:

.3 Exhibits:
(Check the appropriate box for any exhibits incorporated into this Agreement.)

AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this agreement.)

Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)

Exhibit A - Architect's Standard Hourly Rates (2026)
Exhibit B - Concept Plan

.4 Other documents:
(List other documents, if any, forming part of the Agreement.)

N/A

This Agreement entered into as of the day and year first written above.



OWNER *(Signature)*

BY: Jeff Braun, Executive Director

(Printed name and title)

ARCHITECT *(Signature)*

BY: David Slattery, AIA, Managing Partner

(Printed name, title, and license number if required)

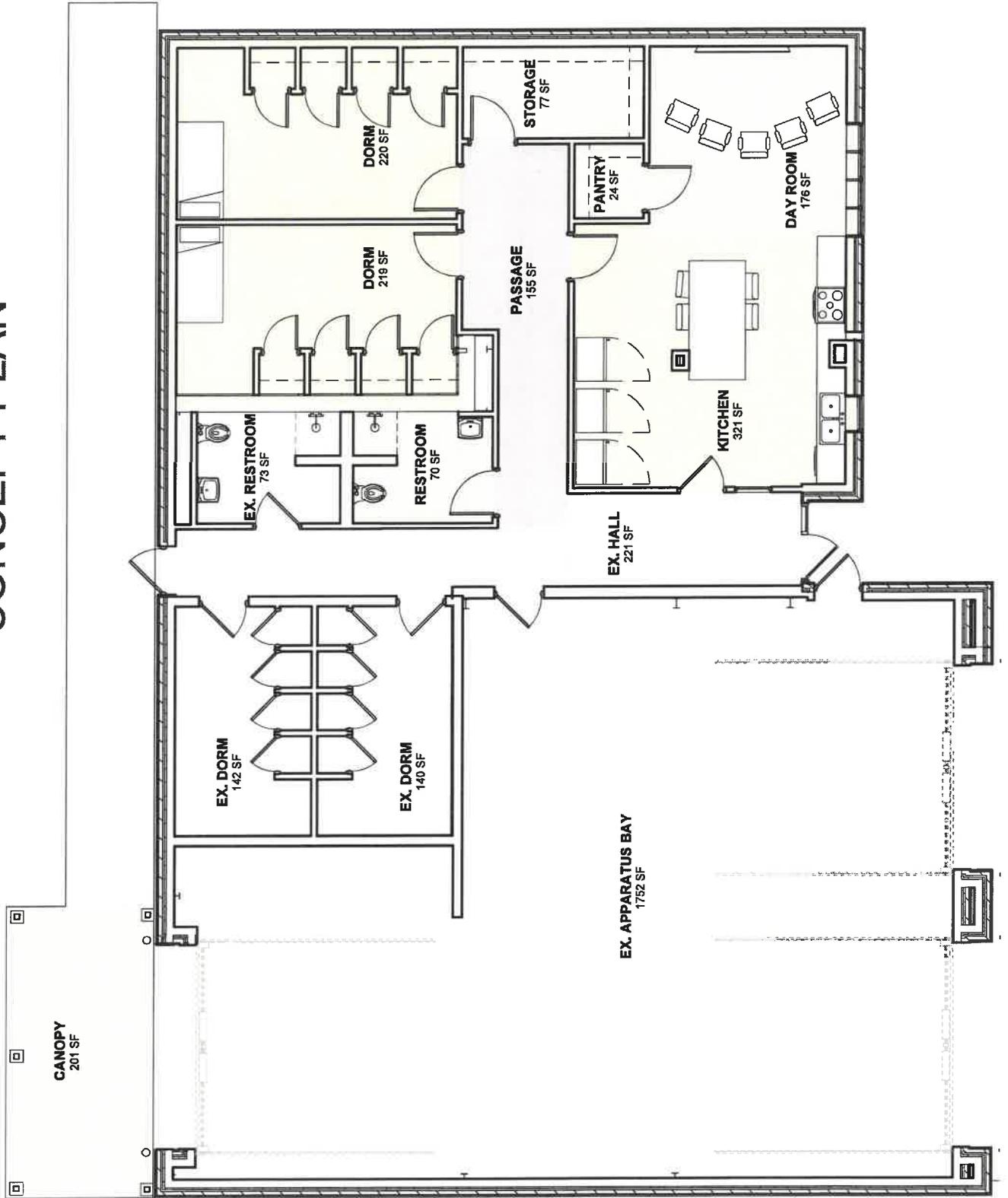
EXHIBIT A



SLATTERY TACKETT ARCHITECTS STANDARD HOURLY RATE SCHEDULE 2026

<u>Category</u>	<u>Hourly Rate</u>
Principal	\$180.00 per hour
Project Designer/Project Architect	\$120.00 per hour
Staff Architect	\$ 90.00 per hour
Design Professional/Senior Technician	\$ 75.00 per hour
Design Professional/Technician	\$ 60.00 per hour
Clerical	\$ 45.00 per hour

EXHIBIT B CONCEPT PLAN



Additions and Deletions Report for AIA® Document B101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:53:51 CST on 02/03/2026.

Changes to original AIA text

PAGE 3

~~Competitive Sealed Proposals~~ Competitive

PAGE 10

Supplemental Services	Responsibility (Architect, Owner, or not provided)
§ 4.1.1.1 Programming	<u>Owner</u>
§ 4.1.1.2 Multiple preliminary designs	<u>Not Provided</u>
§ 4.1.1.3 Measured drawings	<u>Not Provided</u>
§ 4.1.1.4 Existing facilities surveys	<u>Not Provided</u>
§ 4.1.1.5 Site evaluation and planning	<u>Not Provided</u>
§ 4.1.1.6 Building Information Model management responsibilities	<u>Not Provided</u>
§ 4.1.1.7 Development of Building Information Models for post construction use	<u>Not Provided</u>
§ 4.1.1.8 Civil engineering	<u>Architect</u>
§ 4.1.1.9 Landscape design	<u>Not Provided</u>
§ 4.1.1.10 Architectural interior design	<u>Architect</u>
§ 4.1.1.11 Value analysis	<u>Not Provided</u>
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	<u>Not Provided</u>
§ 4.1.1.13 On-site project representation	<u>Not Provided</u>
§ 4.1.1.14 Conformed documents for construction	<u>Not Provided</u>
§ 4.1.1.15 As-designed record drawings	<u>Not Provided</u>
§ 4.1.1.16 As-constructed record drawings	<u>Not Provided</u>
§ 4.1.1.17 Post-occupancy evaluation	<u>Not Provided</u>
§ 4.1.1.18 Facility support services	<u>Not Provided</u>
§ 4.1.1.19 Tenant-related services	<u>Not Provided</u>
§ 4.1.1.20 Architect's coordination of the Owner's consultants	<u>Architect</u>
§ 4.1.1.21 Telecommunications/data design	<u>Owner</u>
§ 4.1.1.22 Security evaluation and planning	<u>Owner</u>

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User Notes:

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§ 4.1.1.23	Commissioning	<u>Owner</u>
§ 4.1.1.24	Sustainable Project Services pursuant to Section 4.1.3	<u>Not Provided</u>
§ 4.1.1.25	Fast-track design services	<u>Not Provided</u>
§ 4.1.1.26	Multiple bid packages	<u>Not Provided</u>
§ 4.1.1.27	Historic preservation	<u>Not Provided</u>
§ 4.1.1.28	Furniture, furnishings, and equipment design	<u>Not Provided</u>
§ 4.1.1.29	Other services provided by specialty Consultants	<u>Owner</u>
§ 4.1.1.30	Other Supplemental Services	<u>Not Provided</u>

Variable Information

PAGE 1

AGREEMENT made as of the Ninth day of February in the year Two Thousand Twenty-Six
(In words, indicate day, month and year.)

Brazoria County Emergency Services District No. 3

6931 Masters
Manvel, TX 77578

(281) 519-8779

Slattery Tackett Architects, LLP

730 North Post Oak Rd. Suite 200
Houston, TX 77024

(713) 521-0591

BCESD 3 Station 2 Alterations and Addition

1511 County Road 58
Rosharon, TX 77583

Alterations and addition to existing Fire/EMS Station located at 1511 County Road 58 in Rosharon, Texas.

PAGE 2

As represented in conceptual plan prepared by Architect under separate Agreement as shown in Exhibit B - Concept Plan

Alterations and addition to provide additional/reconfigured living quarters for duty crew. Additional and reconfigured spaces include day room, kitchen, dining, work area, and dorm rooms.

As will be adopted by action of the BCESD 3 Commissioners.

TBD

PAGE 3

TBD

TBD

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User Notes:

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N/A

N/A

Jeff Braun

6931 Masters
Manvel, TX 77578

(281) 519-8779

jbraun@bcesd3.com

TBD

N/A

Construction materials testing, building commissioning, communications, security, and network as identified in Section 4.1.

PAGE 4

David Slattery, AIA

730 North Post Oak Rd. Suite 200
Houston, TX 77024

(713) 521-0591

david.slattery@slatterytackett.com

Pinnacle Structural Engineers

3120 Southwest Freeway, Suite 410

Houston, Texas 77098

(713) 807-8911

Thomas & Dunne Engineers

738 S. Hwy. 6, Suite 260

Houston, Texas 77079

(713) 993-1001

Same as Mechanical Engineer

Civil Engineer (to be determined)

N/A

PAGE 5

§ 2.5.1 Commercial General Liability with policy limits of not less than One Million Dollars and Zero Cents (\$ 1,000,000.00) for each occurrence and Two Million Dollars and Zero Cents (\$ 2,000,000.00) in the aggregate for bodily injury and property damage.

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§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than One Million Dollars and Zero Cents (\$ 1,000,000.00) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than Two Million Dollars and Zero Cents (\$ 2,000,000.00) per claim and Two Million Dollars and Zero Cents (\$ 2,000,000.00) in the aggregate.

PAGE 11

4.1.2.1.1 Civil engineering services for normal on-site grading, drainage, stormwater management, utilities, and paving.

4.1.2.1.2 Architectural interior design services for the selection and scheduling of interior finish materials.

4.1.2.1.3 Architect's coordination of Owner's consultants with Architectural design

PAGE 12

4.1.2.2.1 Programming as represented in conceptual design adopted by Owner.

4.1.2.2.2 Telecommunications/data design services including radio and station alerting.

4.1.2.2.3 Security system design services including surveillance cameras, intrusion alarms, and access controls.

4.1.2.2.4 HVAC systems commissioning.

4.1.2.2.5 Other specialty consultants including construction materials testing.

PAGE 13

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Twelve (12) visits to the site by the Architect during construction
- .3 Two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion.

§ 4.2.5 If the services covered by this Agreement have not been completed within Fifteen (15) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

PAGE 16

- Arbitration pursuant to Section 8.3 of this Agreement
- Litigation in a court of competent jurisdiction
- Other: *(Specify)*

PAGE 18

N/A

To be determined by mutual agreement.

PAGE 19

Twelve (12.00) % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.

11.2.1 Civil engineering services at cost (without markup) of proposal acceptable to Owner and Architect.

11.2.2 Architectural interior design services lump sum of \$2,000.00.

11.2.3 Coordination of the Owner's consultants at no additional charge.

Architect's Standard Hourly Rate Schedule (2026)

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus Ten percent (10.00 %), or as follows: *(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)*

Schematic Design Phase	<u>Ten</u> percent (<u>10.00</u> %)
Design Development Phase	<u>Twenty</u> percent (<u>20.00</u> %)
Construction Documents Phase	<u>Forty-Five</u> percent (<u>45.00</u> %)
Procurement Phase	<u>Five</u> percent (<u>5.00</u> %)
Construction Phase	<u>Twenty</u> percent (<u>20.00</u> %)
<hr/>	
Total Basic Compensation	one hundred percent (100.00 %)

PAGE 20

Exhibit A - Architect's Standard Hourly Rates (2026)

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus Zero percent (0.00 %) of the expenses incurred.

PAGE 21

§ 11.10.1.1 An initial payment of Zero Dollars and Zero Cents (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid Forty-Five (45) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect. *(Insert rate of monthly or annual interest agreed upon.)*

1.50 % monthly

Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)

Exhibit A - Architect's Standard Hourly Rates (2026)

Exhibit B - Concept Plan

N/A

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, David Slattery, AIA, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:53:51 CST on 02/03/2026 under Order No. 20250107046 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B101™ - 2017, Standard Form of Agreement Between Owner and Architect, other than those additions and deletions shown in the associated Additions and Deletions Report.



(Signed)

MANAGING PARTNER

(Title)

02/03/2026

(Dated)

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Agenda

Item 14

BCESD 3 EMS Division Report

February 9, 2026



January Winter Storm Response Recap

Event Start: Tuesday, January 20th 09:51

Event End: Sunday, January 25th 14:03

- EMS Division Staff Briefings
 - Daily electronic situational briefings were sent to staff regarding pending weather event starting on Tuesday, January 20th.
 - Virtual situational briefing for all staff was conducted on Saturday, January 24th.
- Regional Situational Briefings
 - Chief Lammert and I participated on daily regional calls with Brazoria County OEM/National Weather Service, City of Manvel OEM and SETRAC.
- EMS Division EOC
 - EOC began operating virtually on Saturday, January 24th.
 - EOC staffed onsite by Chief Welch , Sunday, January 25th 07:00
 - EOC closed, Sunday, January 25th 14:03
- Staffing Plan
 - The EOC staffing plan for this event was activated on Saturday, January 24th
 - The staffing plan for this event was activated on Saturday, January 24th by having B shift report to work 12 hrs. ahead of their shift.
- Operational Needs
 - Medical supply inventory was checked and verified on Friday, January 23rd
 - Fueling plan activated on Saturday, January 24th
 - Chief Lammert arranged secured food for the on-duty crews on Saturday, January 24th

EMS Division Updates

Operations

• Fleet

- A11 - payoff received from VFIS
- A6 – report from BC Auto below:
 - We did receive the diagnostic testing results from the shop that performed the engine replacement. A compression test was completed on the engine. Factory specification is approximately 300 psi per cylinder. While the engine does ultimately reach this pressure, it takes significantly longer than expected to build compression, and the engine is exhibiting excessive blow-by.
 - Based on the findings, this indicates internal engine wear or damage. As discussed previously, potential causes include compression-related issues and/or turbocharger-related concerns. At this time, the results point more strongly toward an internal engine condition rather than an external or ancillary component.
 - We are still working with the mfg. to see what our options are and determine the root cause of the issue. That I don't have a clear answer on yet. As you know there has been a lot of issues with the ambulance over the course of the last 3 years and we are digging into each one of those to see if we can come up with a clear answer.
- Loaner Ambulances
 - Frazer - is working to identify a loaner ambulance for us. We will keep the loaner until we take delivery of E-4848 A13 in Q4 of this year.
 - DEMS – loaned us one of their ambulances to use until we can stabilize our current fleet situation. Should they need the ambulance back we will take it to them.

• Staffing Update

- Currently we have one open Paramedic FTE position which was vacated by a staff member going back to college.
- We are interviewing for that position.

Clinical Services

- 2026 Patient Care Guidelines – went live February 1st.
- Blood Program – 2 patients have been transfused so far this year!¹¹³



Dispatched Incident Dashboard

Date

1/1/2026



1/31/2026



321

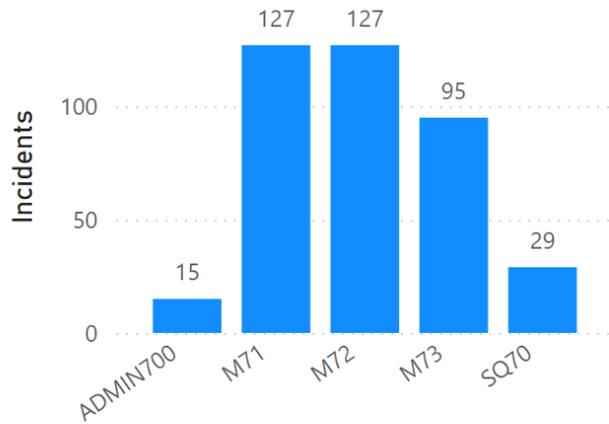
Incidents

215

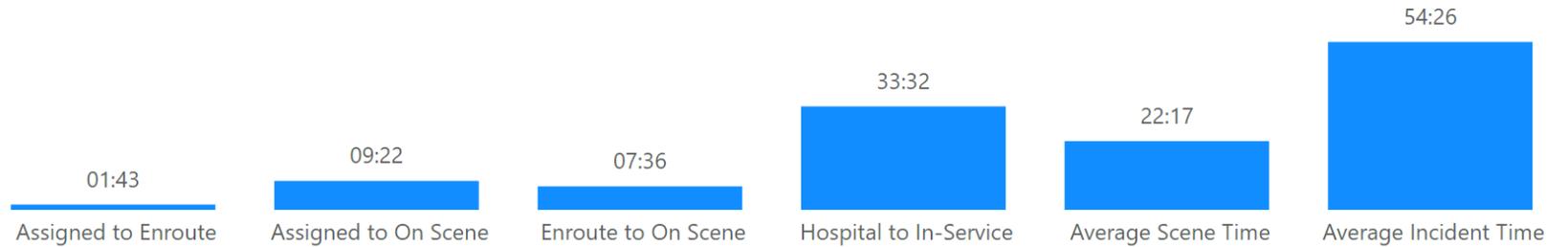
Transports

UnitName	MANVEL	MUD 21	MUD 22	CR143	IOWA COLONY	ROSHARON	Mutual Aid (Outgoing)	Total
ADMIN700	8	3	1		2	1		15
M71	83	3	1	8	17	2	13	127
M72	88	10	9	3	14	1	2	127
M73	17	2	1	1	58	14	2	95
SQ70	14	3			8	3	1	29
Total	172	15	11	12	79	16	16	321

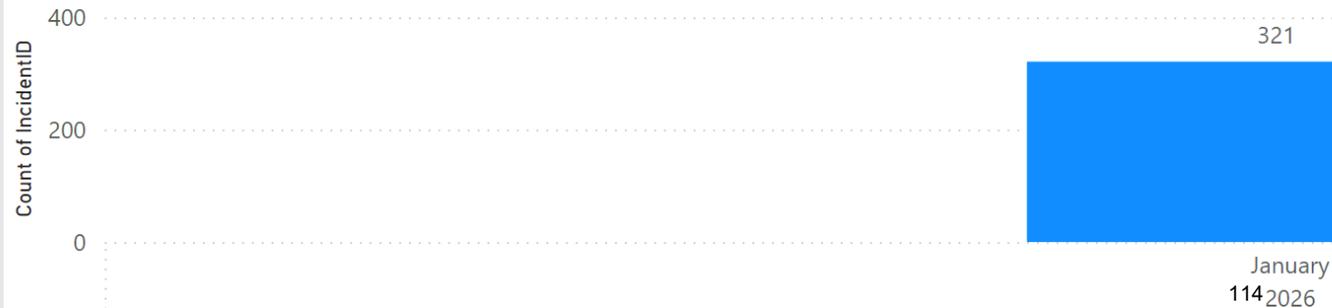
Incidents by Unit



Response Time Averages



Incidents Over Time





Transport Dashboard

Date

1/1/2026



1/31/2026



215

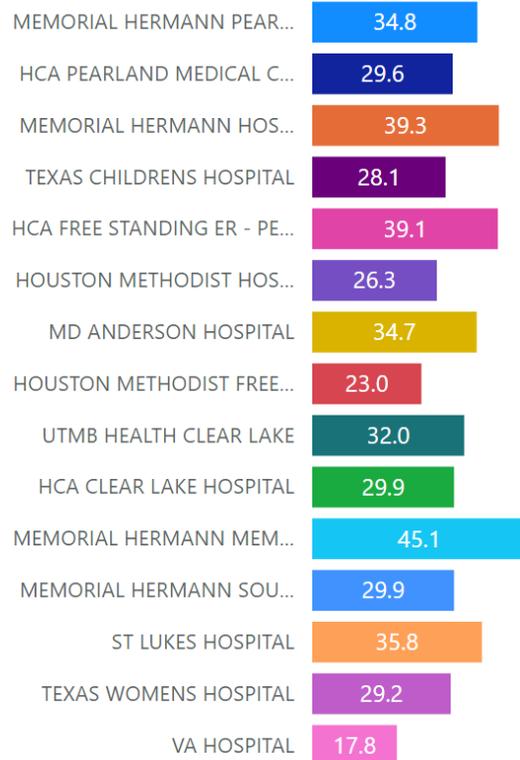
Transports

32.5

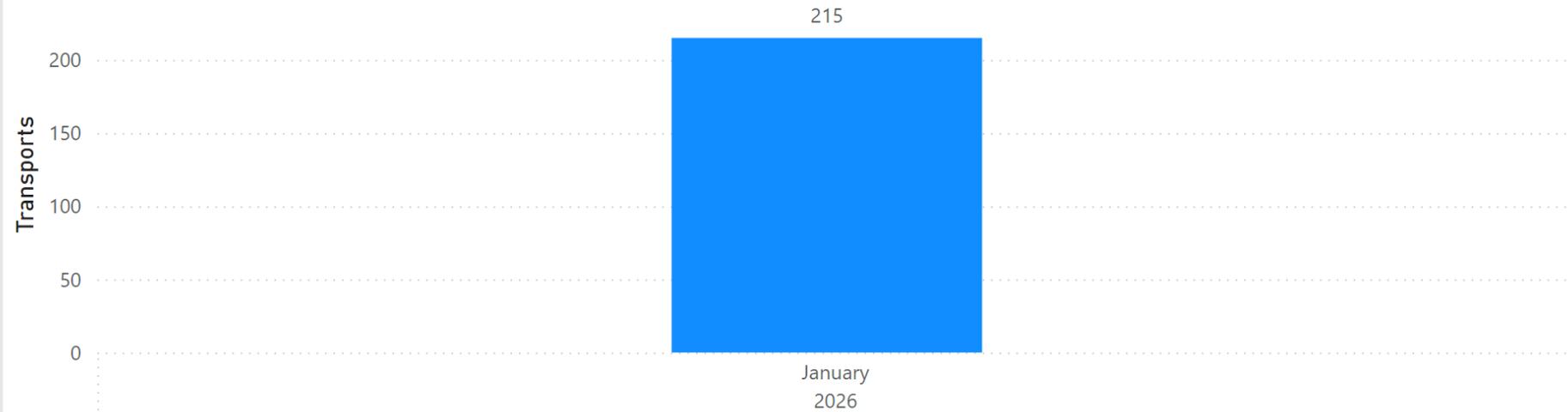
Median Turnaround Tim...

Median Turnaround Times by Destination

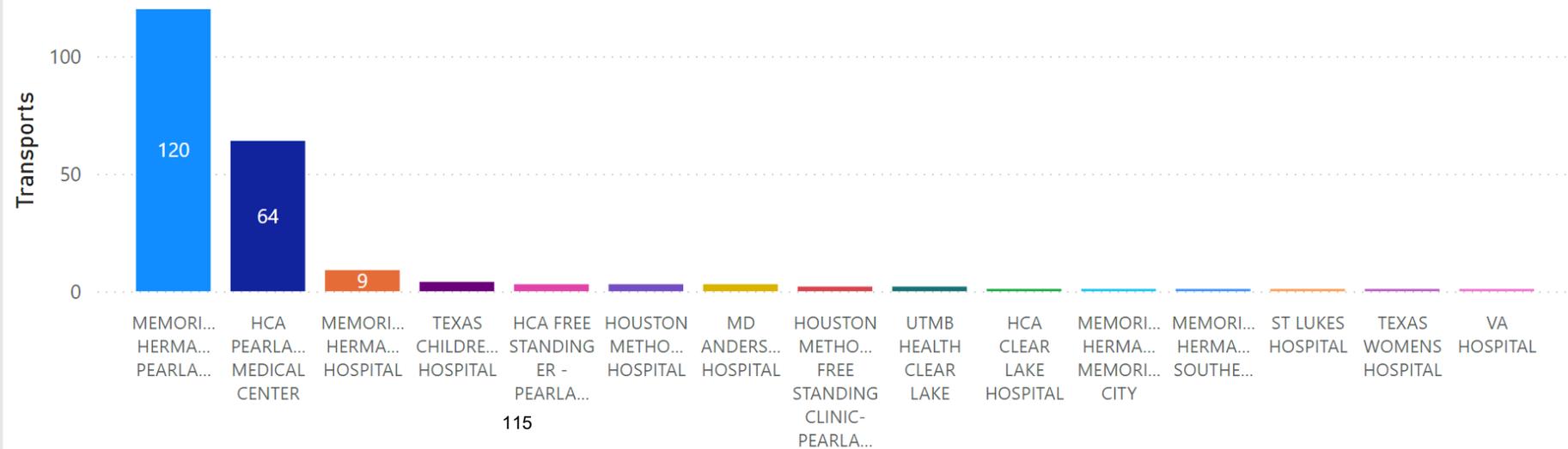
Sorted by number of transports, descending

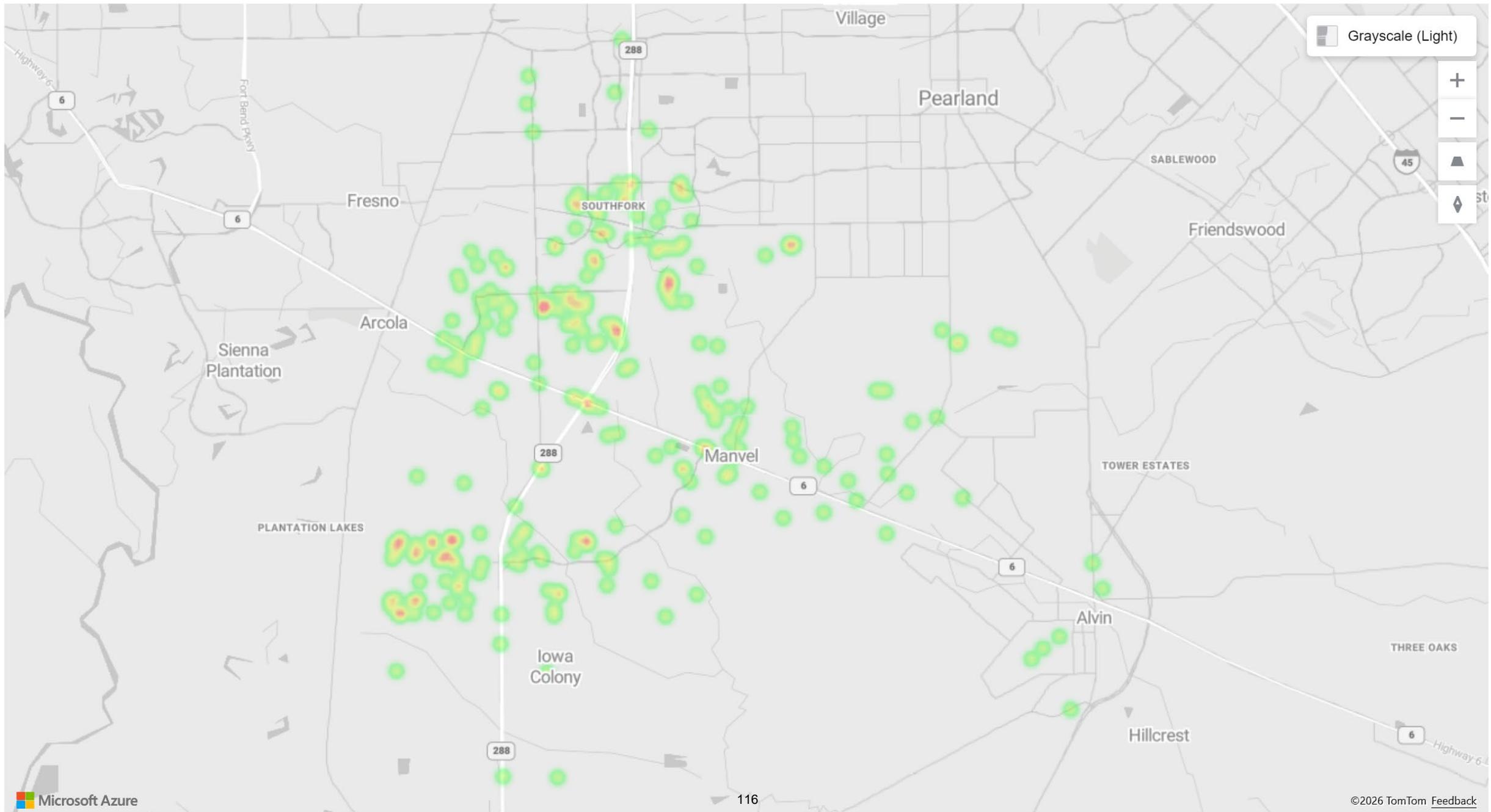


Transports by Year and Month



Transports by Hospital







Our Core Values

Safety, World-Class Patient Care, Caring for Each Other, the Patients and Communities We Serve!

One Team, One Vision, One Mission
“Saving Lives”



Agenda

Item 15



MEMO

To: Board of Commissioners

From: Jack Helton, Fire Service Administrator *JH*

Date: 2/5/2026

Re: Fire, Fleet and Facilities January Report

Due to the unforeseen issues with EOS software, I was unable to prepare a Fire, Fleet and Facilities report to post with the agenda packet. When / if the information becomes available, I will have a report to hand out the night of the Board Meeting.

Agenda

Item 16



Community Engagement

February 9, 2026



Contacts

- 3 Special Events (Chamber Luncheons and Morning Meetings)
- 4 Community Events (Chamber BOD meetings, committee meetings for two chambers of commerce)
- Community Engagement Committee Meeting
- Meeting with Liverpool Mayor and City Manager re: April Special Event
- 10-12 New Contacts
- 2 New Community Engagement Committee Meetings
- Attended 3 Day Safe D Conference



Social Media

Month/Yr	FB Reach	Insta Reach	Paid Reach	FB Followers	Insta Followers	Website Visits	Web Page Views
2025							
January	23,500	144	1,236	2,900	119	775	1,550
February	21,000	216	1,434	2,900	118	858	1,586
March	17,700	263	N/A	2,900	119	871	1,724
April	21,000	232	6,510	2,949	120	1,062	2,021
May	4,400	58	N/A	2,963	120	1,091	1,873
June	5,301	N/A	N/A	2,970	N/A	508	1,088
July	6,266	N/A	N/A	2,999	N/A	630	1,275
August	30,131	N/A	12,239	3,000	N/A	642	1,389
September	47,600	N/A	35,117	3,000	N/A	2,641	4,168
October	5,400	131	N/A	3,100	33	1,094	3,044
November	48,527	99	N/A	3,200	33	904	1,514
December	63,259	1,086	20,001	3,200	38	1,512	2,213
2026							
January	107,238	3,557	52,523	3,255	45	2,616	3,496
2023							
Jan	25,184	157	13,081	2,179	104	675	1,341



Social Media

Brazoria County Emergency Services District No 3
Published by Cindy Reeves · January 1 · 0

👏 Congratulations, Merritt!

Another member of our EMS Division has reached an exciting milestone. Merritt Boozer has advanced their Texas Department of State Health Services certification from Advanced EMT to Paramedic and is now the newest BCECD 3 EMS Division Paramedic.

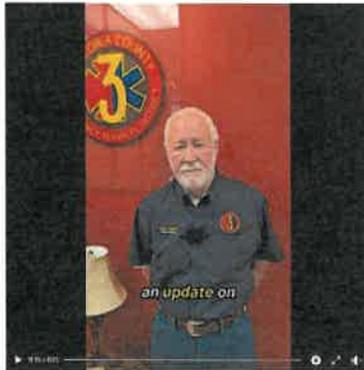
Merritt is a graduate of the Houston Community College EMS Program, and this achievement reflects dedication, perseverance, and a strong commitment to serving our community.

Please join us in congratulating Merritt on a job well done and welcoming them into this next chapter of their EMS career! 🎉👏



Brazoria County Emergency Services District No 3
Published by Scott Salter · January 21 at 7:08PM · 0

January board meeting update.



Brazoria County Emergency Services District No 3
Published by Scott Salter · January 24 at 10:42AM · 0

👏 EMS Awards Banquet 🎉

Friday night, we had the honor of celebrating our EMS Division at their annual awards banquet. It was a fantastic evening filled with service awards, special recognition, and distinguished guests, all highlighting the dedication and professionalism of our EMS team.

We are incredibly proud of the men and women who serve our community every day with compassion, skill, and commitment. Nights like this give us the opportunity to pause and say thank you for the lifesaving work they do.

A special thank you to New Hope Church for graciously hosting us and to Joe's BBQ for the outstanding catering that everyone enjoyed. We truly appreciate the support from our community partners who help make events like this possible.

📸 More photos will be posted soon!

Thank you to everyone who helped make this night memorable and to our community for continuing to support your EMS professionals. ❤️



Brazoria County Emergency Services District No 3
Published by Scott Salter · Jan 24 '15 at 3:44PM · 0

A message from Dr. Scott Wiesenborn, the medical director for Brazoria County ESD-3.



Audience

Demograph...

Trends

Potential audience

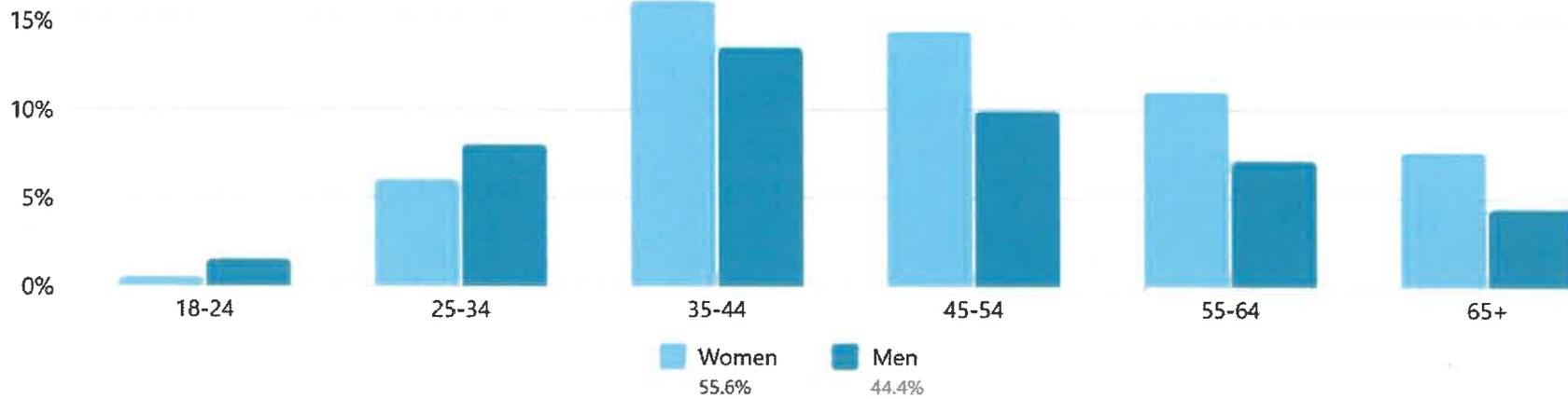
Followers ⓘ

Lifetime

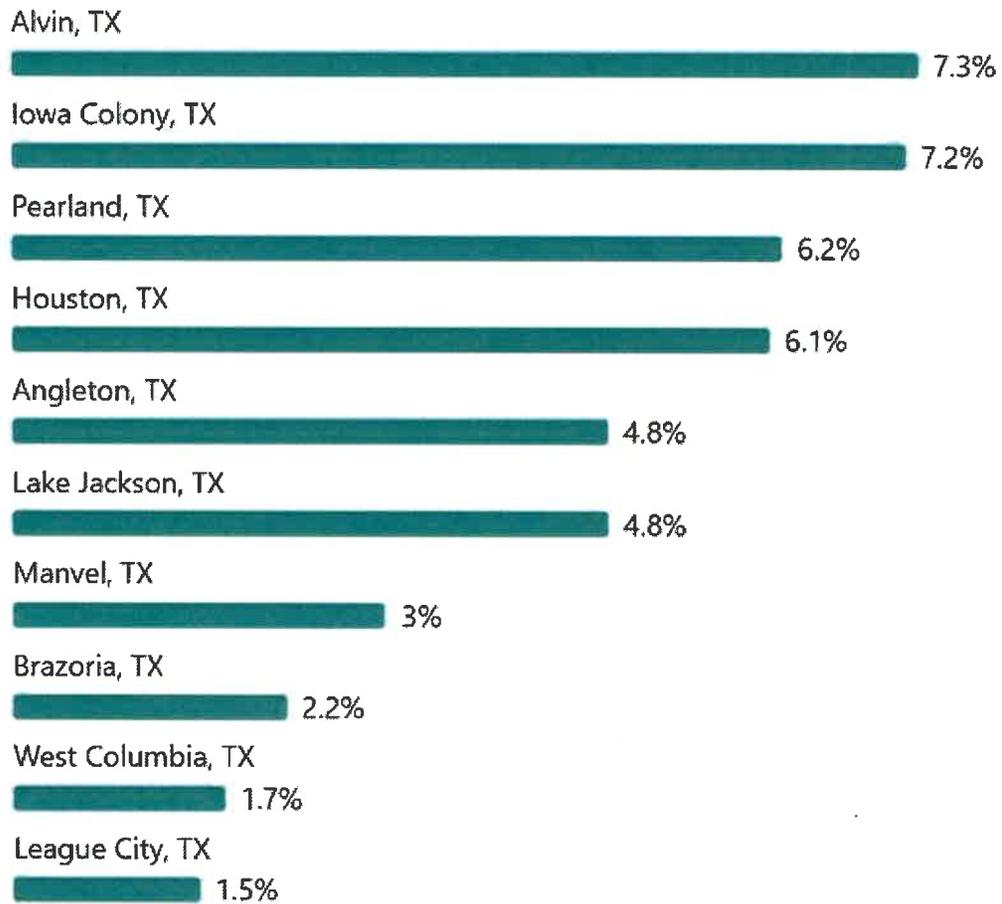
3,255

Age & gender ⓘ

20%



Top cities



2026 Goals

- 10 New Personal Contacts Per Month
- Increase Membership of Community Engagement Committee by 20%
- Increase attendance for CEC to 18-25 consistently
- Creation of Video – ESD Education
- Additional Promotional Materials for the District and the Providers
- Photo Shoot highlighting Providers and District Support
- Increased Involvement with Chambers of Commerce
- Addition of Quarterly Appreciation Event for Staff, Providers and Volunteers



Important Dates

- February 10th - State of the State Luncheon NBCC
- March 9th – BCESD3 Board Meeting
- March 19th – Community Engagement Meeting
- March 26th – Employee and Staff Appreciation Event
- April 13th – BCESD3 Board Meeting
- April 25th – Liverpool Recruitment Event



Agenda

Item 17

**No
Documentation
for this Item**

Agenda

Item 18

**No
Documentation
for this Item**

Agenda

Item 19

**No
Documentation
for this Item**

Agenda

Item 20

**No
Documentation
for this Item**