

PERSONNEL CHANGE REQUEST

Name: BILLY STUTES

Department: ROAD AND BRIDGE PCT 1

Position: MECHANIC

New Position

(If applicable) NA

Current wage or salary	\$21.00
New wage or salary	\$23.55
Effective date of change	OCTOBER 24, 2022

Billy Alford
Elected Official/Department Head
Signature

10-11-2022
Date Signed

County Of Panola

HOLLY GIBBS

TAX ASSESSOR - COLLECTOR

PANOLA COUNTY COURTHOUSE

110 S. SYCAMORE, ROOM 211

CARTHAGE, TEXAS 75633

(903) 693-0340

September 27, 2022

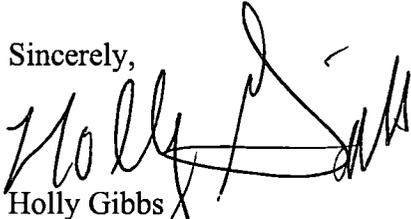
Panola County Commissioners Court
Panola County Courthouse

Gentlemen:

Please record the salary increase from \$15.10 per hour to \$15.60 per hour for Kirstyn Jacks, Deputy Clerk in the Panola County Tax Assessor's Office, effective October 8, 2022.

Thank you for your continued support and cooperation.

Sincerely,



Holly Gibbs

Panola County Tax Assessor-Collector

cc, Joni Reed, County Treasurer
Jennifer Stacy, County Auditor



Panola County Sheriff's Office

Sheriff Sarah Fields

Office: 903-693-0333
Fax: 903-693-9366

314 W. Wellington
Carthage, Texas 75633

October 3, 2022

The Honorable David Anderson
Panola County Judge
110 S. Sycamore
Carthage, Texas 75633

Dear Judge Anderson,

Please add the following item(s) to the next scheduled meeting of the Panola County Commissioner's Court:

Please record the resignation of Brant Shrell as Courthouse Security for the Panola County Sheriff's Office effective October 21, 2022.

Please record the appointment of Brant Shrell as a Reserve Deputy for the Panola County Sheriff's Office effective October 22, 2022.

Sincerely,



Sarah Fields
Sheriff

SF/lw

CC: Jennifer Stacy
Joni Reed

Honesty - Integrity - Dedication

September 29, 2022

FROM: Melanie Earle, Road and Bridge Warehouse Coordinator

TO: Joni Reed, County Treasurer

SUBJECT: EFFECTIVE DATE OF EMPLOYMENT:

Please be advised of the effective date of employment for Brant Shrell, Operator, for Panola County Road & Bridge Department, Pct. 1, effective October 22, 2022 at the rate of \$19.77 per hour.

Melanie Earle

Melanie Earle

Road and Bridge

Warehouse Coordinator



Panola County Sheriff's Office

Sheriff Sarah Fields

Office: 903-693-0333
Fax: 903-693-9366

314 W. Wellington
Carthage, Texas 75633

October 3, 2022

The Honorable David Anderson
Panola County Judge
110 S. Sycamore
Carthage, Texas 75633

Dear Judge Anderson,

Please add the following item(s) to the next scheduled meeting of the Panola County Commissioner's Court:

Please record the employment of Brittany Collins as a Detention Officer for the Panola County Sheriff's Office at a pay rate of \$15.36 per hour effective October 5, 2022.

Sincerely,

Sarah Fields
Sheriff

SF/lw

CC: Jennifer Stacy
Joni Reed



Panola County Sheriff's Office

Sheriff Sarah Fields

Office: 903-693-0333
Fax: 903-693-9366

314 W. Wellington
Carthage, Texas 75633

October 6, 2022

The Honorable David Anderson
Panola County Judge
110 S. Sycamore
Carthage, Texas 75633

Dear Judge Anderson,

Please add the following item(s) to the next scheduled meeting of the Panola County Commissioner's Court:

Please record a change in rate of pay for Reid Peace, a Detention Officer for the Panola County Sheriff's Office, from \$15.36 per hour to \$16.66 per hour effective October 8, 2022.

Please record a change in rate of pay for Isaiah Daniels, a Detention Officer for the Panola County Sheriff's Office, from \$15.36 per hour to \$16.66 per hour effective October 8, 2022.

Sincerely,

A handwritten signature in black ink that reads "Sarah Fields". The signature is fluid and cursive.

Sarah Fields
Sheriff

SF/lw

CC: Jennifer Stacy
Joni Reed

**NOTICE OF PROPOSED INSTALLATION
PIPELINE AND/OR UTILITY LINES**

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

Slant Operating, LLC

_____ proposes to place a
(COMPANY NAME)

temporary 12" collapsible (1) _____ line within the Right-of-Way
(PIPE SIZE)

of County Road: _____ #235 _____ as follows:
(NUMBER OF ROAD)

The proposed pipeline will cross under the indicated roads on the attached sheet.
Installation shall be made by boring a total length of _____ NA _____ line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown
by the copies of the drawings attached to this notice. The line will be constructed and
maintained on the County Right-of-Way as directed by the County Commissioners in
accordance with current Panola County Specifications.

Construction of this line will begin on or after the _____ 1st _____ day of
November, 2022.

FIRM: Slant Operating, LLC

BY: David P. Orgeron.

TITLE: Land Manager-East Texas

ADDRESS: 3861 Ambassador Caffery Parkway, Suite 601
Lafayette, LA 70503

PHONE: (337) 484-1039

APPROVAL

October 11, 2022

TO: Slant Operating, LLC
Attn: David P. Orgeron
3861 Ambassador Caffery Parkway, Suite 601
Lafayette, LA 70503

RE: **CR #235**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **temporary 12" collapsible line** within the right-of-way of County Road **#235** as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.

5. Parallel line will be installed as near the right-of-way lines as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.
6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

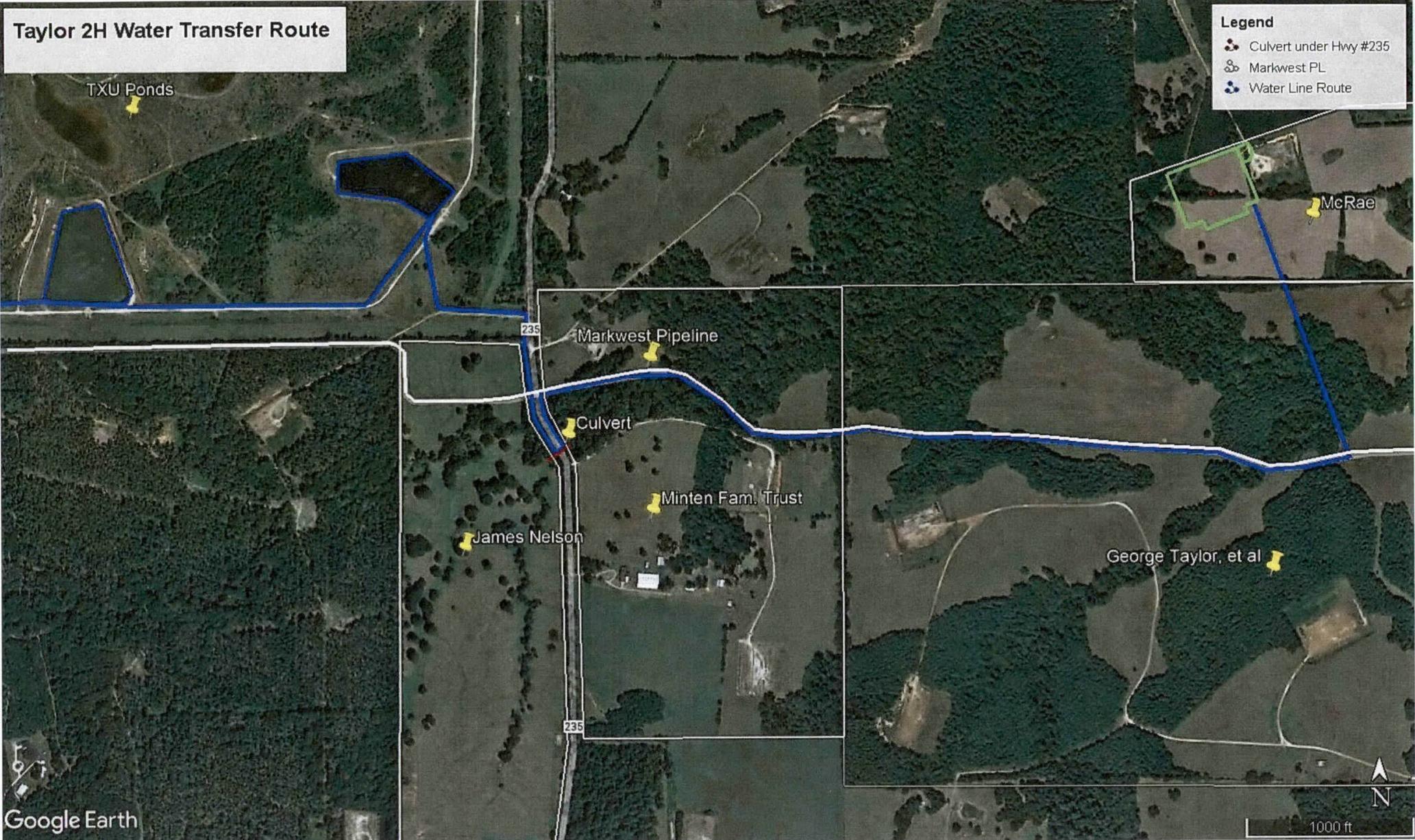
Approved: 
COUNTY JUDGE

COMMISSIONERS:

- Precinct #1 Billy Alexander
- Precinct #2 David A. Cole
- Precinct #3 Craig M. Lawless
- Precinct #4 Dale LaGrone

Taylor 2H Water Transfer Route

- Legend**
-  Culvert under Hwy #235
 -  Markwest PL
 -  Water Line Route



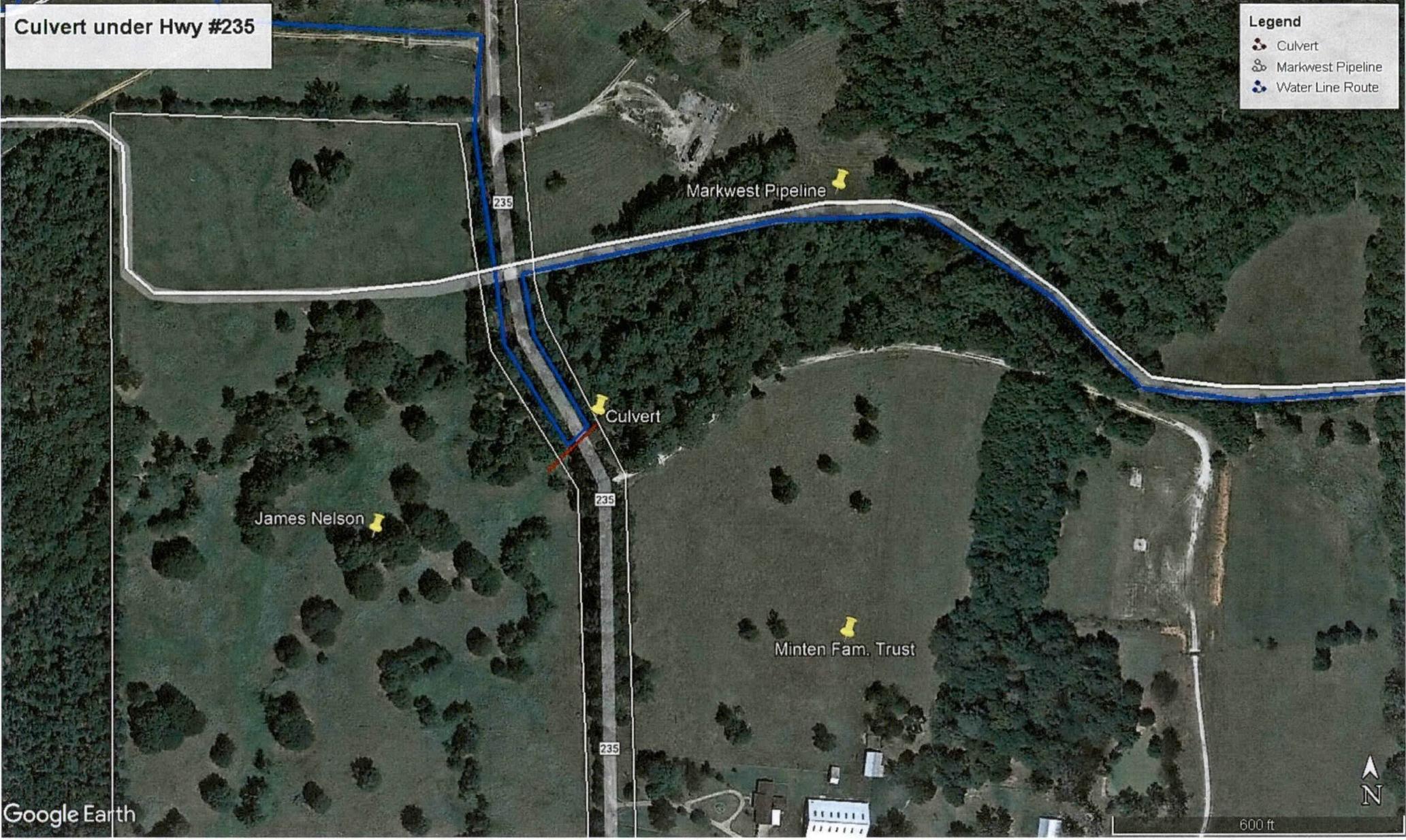
Google Earth

1000 ft

Culvert under Hwy #235

Legend

-  Culvert
-  Markwest Pipeline
-  Water Line Route



Communications Officer with the Panola County Sheriff's Department effective August 13, 2022.

- d. To record the retirement of Robert Duncan as a Patrol Deputy with the Panola County Sheriff's Department effective August 31, 2022.

ROAD & BRIDGE

- a. To approve and record a request by Blue Dome Operating Company to place 10" lines within the right-of-way of Panola County Roads #322, #335, & Don Long Road.
- b. To approve and record a request by Chevron U.S.A., Inc., to place 8" and 10" lines within the right-of-way of Panola County Roads #469 & #470.
- c. To approve and record a request by Silver Hill Energy Partners, LLC to place a 6" line within the right-of-way of Panola County Road #326.
- d. To accept and record a donation of material (Hot Oil Sand) valued at \$39,078.00 from Rockcliff Energy for use by the Panola County Road and Bridge Department, Precinct #3 on County Road #328.
- e. To accept and record a donation of material (Oil) valued at \$49,011.20 from KJE Oil & Gas LLC for use by the Panola County Road and Bridge Department, Precinct #1 on County Roads #155 & #158.

MISCELLANEOUS

- a. To approve and record 2022 Budget Amendment No. 18.
- b. To record July 2022 Treasurers Report for Panola County Treasurer's Office.
- c. To record July 2022 Fund Balance Report for Panola County Auditor's Office.
- d. To record corrected Investment Report for 4th Quarter Fiscal Year 2021.
- e. To ratify the property tax increase reflected in the approved budget which will require raising more revenue from property taxes than in the previous year pursuant to Local Government Code, Section 111.010).
- f. To approve and record Panola County Investment Report for 1st Quarter Fiscal Year 2022.
- g. To authorize the County Auditor to advertise for sealed bids for the replacement of the roof at the Panola County Courthouse. Bids to be opened September 27, 2022 at 1:30 p.m. Specifications available in the County Judge's Office, 110 S. Sycamore, Room 216-A, Carthage, Texas.

REQUESTS FOR CONFERENCE ATTENDANCE

- a. To approve and record a Request for Attendance at a Conference form(s) for the following Panola County elected official(s)/employee(s): Panola

Donation

Date August 25, 2022

The undersigned has secured a contribution from KJE Oil & Gas to Panola County for use in the Panola County Road and Bridge Fund. This contribution consists of:

\$ 49,011.20 and/or

Material of the following type and amount Oil

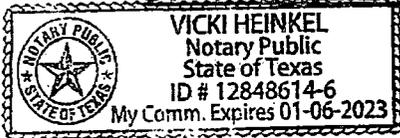
This donation is to be used as needed by the Panola County Road and Bridge Department to improve Panola County road number #155 & #158, or if no road is indicated, then it is to be used to improve any Panola County road as seen fit by the Department. This donation must be accepted by the Panola County Commissioners' Court according to Local Gov. Code sec. 81.032 and Transportation Code sec. 252.214 and any money will be held by the Panola County Treasurer pending approval of deposit in the Road and Bridge Fund. Any material will not be used prior to the approval of the Court.

I acknowledge that this is intended as a donation and that no person or corporation has been promised any other benefit because of the donation, nor have been induced or coerced in any way by any official or employees of Panola County. I further certify that this donation was given freely and voluntarily.

Billy Alexander Commissioner, Precinct # 1

Sworn and subscribed to this 30th day of August, 2022

Vicki Heinkel, Notary Public, State of Texas, My commission expires 1-6-2023



(Panola County Commissioners' Court use only)

This item was accepted/disapproved (strike one) at a meeting of the Panola County Commissioners' Court on this 30 day of August, 2022

County Judge David Anderson

PANOLA COUNTY, TEXAS

INVITATION TO BID

RETURN BID TO:

COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633

The enclosed INVITATION TO BID (ITB) and accompanying SPECIFICATIONS AND BID SHEET are for your convenience in bidding the enclosed referenced service/products for Panola County.

Sealed bids shall be received no later than:

1:30 P.M., TUESDAY, NOVEMBER 8, 2022

MARK ENVELOPES

**“ELECTRICAL REPAIRS, MAINTENANCE
AND INSTALLATION WORK”**

Bidder shall sign and date the bid. Bids which are not signed and dated can be rejected. Bids must be submitted on the enclosed bid sheets and must be in ink or typewritten.

Panola County appreciates your time and effort in preparing this bid. Please note that all bids must be received at the designated location by the deadline shown. Bids received after the deadline will not be considered for the award of the contract, and shall be considered void and unacceptable. Opening is scheduled to be held in Commissioners Courtroom, Panola County Courthouse, Carthage, Texas. You are invited to attend.

Any questions concerning this Invitation to Bid and specifications should be directed to Maintenance Superintendent Tommy Earle at (903) 693-0318 or 903-692-2844.

Signature

PANOLA COUNTY
INVITATION TO BID

INSTRUCTIONS/TERMS OF CONTRACT

By order of the Commissioners' Court of Panola County, Texas, sealed bids will be received for:

ELECTRICAL REPAIRS, MAINTENANCE AND INSTALLATION WORK

IT IS UNDERSTOOD that the Commissioners Court of Panola County, Texas reserves the right to reject any or all bids to any or all products and/or services covered in this bid request and to waive informalities or defects in bids or to accept such bids as it shall deem to be in the best interests of Panola County.

BIDS MUST BE submitted on the bid forms included for that purpose in this packet. Bids shall be placed in separate sealed envelopes, with **each page manually signed by a person having the authority to bind the firm in a contract** and marked clearly on the outside as shown below.

SUBMISSION OF BIDS: Sealed bids shall be submitted to:

COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633

Not later than 1:30 p.m., Tuesday, November 8, 2022

Mark Envelopes:

**"ELECTRICAL REPAIRS, MAINTENANCE
AND INSTALLATION WORK"**

BIDS RECEIVED AFTER OPENING DATE AND TIME WILL NOT BE CONSIDERED

Signature

INVITATION TO BID
INSTRUCTIONS/TERMS OF CONTRACT

FUNDING: Funds for payment have been provided through the Panola County Budget adopted by the Commissioners' Court for Fiscal Year 2023.

LATE BIDS: Bids received after submission deadline will be considered void and unacceptable. Panola County is not responsible for lateness or non-delivery of mail, carrier, etc.

ALTERING BIDS: Bids cannot be altered or amended after submission deadline. Any interlineation, alteration or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.

WITHDRAWAL OF BID: A bid may not be withdrawn or canceled by the bidder without the permission of Panola County for a period of ninety (90) days following the date designated for the receipt of bids, and bidder so agrees upon submission of their bid.

SALES TAX: Panola County is exempt by law from payment of Texas Sales Tax and Federal Excise Tax, therefore, the bid shall not include sales tax.

BID AWARD: Panola County reserves the right to award bids on the lump sum or unit price basis, whichever is in the best interest of Panola County.

CONTRACT: This bid, when properly accepted by Panola County, shall constitute a contract equally binding between the successful bidder and Panola County. No different or additional terms will become a part of this contract with the exception of Change Orders.

CHANGE ORDERS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Panola County Judge.

DELIVERY: All delivery fees and freight or handling charges shall be as stated on the bid and contract forms section and if not so stated no such cost, fee or charge will be paid.

CONFLICT OF INTEREST: No public official shall have interest in this contract, in accordance with V.T.C.A., Local Government Code Title 5, Subtitle C, Chapter 171.

ETHICS: The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Panola County.

EXCEPTIONS/SUBSTITUTIONS: All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the bid. The absence of such a list shall indicate that the bidder has not taken

exceptions and shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Panola County Commissioners' Court reserves the right to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the county.

DESCRIPTIONS: Any reference to model and/or make/maker used in bid specifications is descriptive, not restrictive. It is used to indicate the type and quality desired. Bids on items of like quality will be considered.

ADDENDA: Any interpretations, corrections or changes in this ITB and Specifications will be made by addenda. Sole issuing authority of addenda shall be vested in Panola County. Addenda will be mailed to all who are known to have received a copy of this ITB. Bidders shall acknowledge receipt of all addenda.

BIDS MUST COMPLY with all federal, state, county and local laws concerning these types of service.

DESIGN, STRENGTH, QUALITY of materials must conform to the highest standards of manufacturing practice.

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

1. have adequate financial resources, or the ability to obtain such resources as required;
2. be able to comply with the required or proposed delivery schedule;
3. have a satisfactory record of performance;
4. have a satisfactory record of integrity and ethics;
5. be otherwise qualified and eligible to receive an award.

Panola County may request any other information sufficient to determine bidder's ability to meet these minimum standards listed above.

REFERENCES: Panola County may request bidder to supply a list of at least three (3) references where like services/products have been supplied by their firm.

BIDDER SHALL PROVIDE with this bid response, all documentation required by this ITB. Failure to provide this information may result in rejection of bid.

SUCCESSFUL BIDDER SHALL defend, indemnify, and save harmless Panola County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier in

the execution of, or performance under, any contract which may result from bid award. Successful bidder indemnifies and will indemnify and save harmless Panola County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful bidder shall pay any judgment costs which may be obtained against Panola County growing out of such injury or damages.

WAGES: Successful bidder shall pay or cause to be paid, without cost or expense to Panola County, all Social Security, Unemployment and Federal Income Withholding Taxes of all such employees and all such employees shall be paid wages and benefits as required by Federal and/or State law.

TERMINATION OF CONTRACT: This contract shall remain in effect until contract expires, delivery and acceptance of products and/or performance of services ordered or terminated by either party with a thirty (30) days written notice prior to any cancellation. The successful bidder must state therein the reasons for such cancellation. Panola County reserves the right to award canceled contract to the next lowest and best bidder as it deems to be in the best interest of the county.

TERMINATION FOR DEFAULT: Panola County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the county in the event of breach or default of this contract. Panola County reserves the right to terminate the contract immediately in the event the successful bidder fails to:

1. meet schedules;
2. defaults in the payment of any fees; or
3. otherwise perform in accordance with these specifications.

Breach of contract or default authorizes the county to exercise any or all of the following rights:

1. Panola County may take possession of the assigned premises and any fees accrued or becoming due to date;
2. Panola County may take possession of all goods, fixtures and materials of successful bidder therein and may foreclose its lien against such personal property, applying the proceeds toward fees due or thereafter becoming due.

In the event the successful bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, Panola County shall give the successful bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the county within two (2) working days of receipt of such notice by the successful bidder, default will be declared and all the successful bidder's rights shall

terminate.

Bidder, in submitting this bid, agrees Panola County shall not be liable to prosecution for damages in the event that the county declared the bidder in default.

NOTICE: Any notices provided by this bid (or required by law) to be given to the successful bidder by Panola County shall be conclusively deemed to have been given and received on the next day after such written notice has been deposited in the mail in Carthage, Texas, by Registered or Certified Mail with sufficient postage affixed thereto; addressed to the successful bidder at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

PATENTS/COPYRIGHTS: The successful bidder agrees to protect Panola County from claims involving infringement of patents and/or copyrights.

CONTRACT ADMINISTRATION: Panola County may appoint a contract administrator with designated responsibility to ensure compliance with contract requirements. The contract administrator will serve as liaison between Panola County and the successful bidder.

PURCHASE ORDER: A purchase order(s) shall be generated by Panola County to the successful bidder. The purchase order number must appear on all itemized invoices and packing slips. Panola County will not be held responsible for any orders placed/delivered without a valid current purchase order number.

INVOICES shall show (a) name and address of successful bidder; (b) county purchase order number; and (c) descriptive information as to the item(s) delivered.

PAYMENT will be made upon receipt and acceptance by the county of item(s) ordered and receipt of a valid invoice, in accordance with State of Texas Prompt Payment Act, V.T.C.S. Article 601f. Successful bidder is required to pay subcontractors within ten (10) days.

ITEMS supplied under this contract shall be subject to Panola County's approval. Items found defective or not meeting specifications shall be picked up and replaced by the successful bidder at no expense to the county. If item is not picked up within one (1) week after notification, the item will become a donation to the county for disposition.

SAMPLES: When requested, samples shall be furnished free of expense to Panola County.

WARRANTY: Successful bidder shall warrant that all items/services shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

REMEDIES: The successful bidder and Panola County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

VENUE: This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Panola County, Texas.

ASSIGNMENT: The successful bidder shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of Panola County.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

Each insurance policy to be furnished by successful bidder shall include, by endorsement to the policy, a statement that a notice shall be given to Panola County by certified mail thirty (30) days prior to cancellation or upon any material change in coverage.

ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

CERTIFICATE OF INTERESTED PARTIES: Effective January 1, 2016 all contracts executed by Commissioners Court, regardless of the dollar amount, will require completion of Form 1295 "Certificate of Interested Parties", per Government Code Statute §2252.908. All vendors submitting a response to a formal Bid, or any contracts, contract amendments, renewals or change orders are required to complete the Form 1295 online through the State of Texas Ethics Commission website. Please visit https://www.ethics.state.tx.us/whatsnew/elf_info_form1295 for more information.

Texas Government Code Sec. 2270.002 Provision Required in Contract:

1. Bidder does not boycott Israel; and
2. Bidder will not boycott Israel during the term of the contract.

ANY QUESTIONS concerning this INVITATION TO BID AND SPECIFICATIONS should be directed to Panola County Courthouse Maintenance Superintendent Tommy Earle at (903) 693-0318.

BID FORM AND CONTRACT

ELECTRICAL REPAIRS, MAINTENANCE AND INSTALLATION WORK

TO THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS FOR FURNISHING AND DELIVERING TO PANOLA COUNTY, TEXAS FOR USE BY PANOLA COUNTY, IN ACCORDANCE WITH THE FOREGOING SPECIFICATIONS:

The undersigned, as bidder, declares that the only person or persons interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; and that I (we) have carefully examined the advertisements, instructions to bidders, specifications, and condition of payment. It is understood that the Court reserves the right to accept or reject any and/or all bids. I/we understand that the bid should include delivery to the Panola County Courthouse in Carthage, Texas.

ELECTRICAL SERVICES:

LABOR:

Electrician (Per Hour Charge)	\$ _____
Journeyman (Per Hour Charge)	\$ _____
Helper (Per Hour Charge)	\$ _____

PARTS:

Markup (%) above cost _____

Exceptions to specifications: _____

NOTE: ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

SIGNATURE

COMPANY NAME

ADDRESS

CITY STATE ZIP

TELEPHONE NUMBER

DATE

ACCEPTED:

COUNTY JUDGE

DATE

PANOLA COUNTY, TEXAS

INVITATION TO BID

RETURN BID TO:

COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633

The enclosed INVITATION TO BID (ITB) and accompanying SPECIFICATIONS AND BID SHEET are for your convenience in bidding the enclosed referenced service/products for Panola County.

Sealed bids shall be received no later than:

1:30 P.M., TUESDAY, NOVEMBER 8, 2022

MARK ENVELOPES

**“HOUSEKEEPING SERVICES FOR PANOLA COUNTY
COURTHOUSE, JUDICIAL CENTER, PANOLA COUNTY
SHERIFF’S DEPARTMENT, PANOLA COUNTY DETENTION CENTER,
PROBATION OFFICES, ROAD AND BRIDGE WAREHOUSE OFFICES &
RESTROOMS, EXPOSITION CENTER AND OFFICE BUILDING LOCATED AT 318
BROWNWOOD CIRCLE”**

Bidder shall sign and date the bid. Bids which are not signed and dated can be rejected. Bids must be submitted on the enclosed bid sheets and must be in ink or typewritten.

Panola County appreciates your time and effort in preparing this bid. Please note that all bids must be received at the designated location by the deadline shown. Bids received after the deadline will not be considered for the award of the contract, and shall be considered void and unacceptable. Opening is scheduled to be held in Commissioners’ Courtroom, Panola County Courthouse, Carthage, Texas. You are invited to attend.

Any questions concerning this Invitation to Bid and specifications should be directed to Panola County Courthouse Maintenance Superintendent Tommy Earle, (903) 693-0318 or (903)692-2844.

Signature

**PANOLA COUNTY
INVITATION TO BID**

INSTRUCTIONS/TERMS OF CONTRACT

By order of the Commissioners' Court of Panola County, Texas, sealed bids will be received for:

**"HOUSEKEEPING SERVICES FOR PANOLA COUNTY
COURTHOUSE, JUDICIAL CENTER, PANOLA COUNTY
SHERIFF'S DEPARTMENT, PANOLA COUNTY DETENTION CENTER,
PROBATION OFFICES, ROAD AND BRIDGE WAREHOUSE OFFICES &
RESTROOMS, EXPOSITION CENTER AND OFFICE BUILDING LOCATED AT 318
BROWNWOOD CIRCLE"**

IT IS UNDERSTOOD that the Commissioners' Court of Panola County, Texas reserves the right to reject any or all bids for any or all products and/or services covered in this bid request and to waive informalities or defects in bids or to accept such bids as it shall deem to be in the best interests of Panola County.

BIDS MUST BE submitted on the bid forms included for that purpose in this packet. Bids shall be placed in separate sealed envelopes, with **each page manually signed by a person having the authority to bind the firm in a contract** and marked clearly on the outside as shown below.

SUBMISSION OF BIDS: Sealed bids shall be submitted to:

**COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633**

Not later than **1:30 p.m., Tuesday, November 8, 2022**

Mark Envelopes:

**"HOUSEKEEPING SERVICES FOR PANOLA COUNTY
COURTHOUSE, JUDICIAL CENTER, PANOLA COUNTY
SHERIFF'S DEPARTMENT, PANOLA COUNTY DETENTION CENTER,
PROBATION OFFICES, ROAD AND BRIDGE WAREHOUSE OFFICES &
RESTROOMS, EXPOSITION CENTER AND OFFICE BUILDING LOCATED AT 318
BROWNWOOD CIRCLE"**

**BIDS RECEIVED AFTER OPENING DATE
AND TIME WILL NOT BE CONSIDERED**

Signature

INVITATION TO BID
INSTRUCTIONS/TERMS OF CONTRACT

FUNDING: Funds for payment have been provided through the Panola County Budget adopted by the Commissioners' Court for Fiscal Year 2023.

LATE BIDS: Bids received after submission deadline will be considered void and unacceptable. Panola County is not responsible for lateness or non-delivery of mail, carrier, etc.

ALTERING BIDS: Bids cannot be altered or amended after submission deadline. Any interlineation, alteration or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.

WITHDRAWAL OF BID: A bid may not be withdrawn or canceled by the bidder without the permission of Panola County for a period of ninety (90) days following the date designated for the receipt of bids, and bidder so agrees upon submission of their bid.

SALES TAX: Panola County is exempt by law from payment of Texas Sales Tax and Federal Excise Tax, therefore, the bid shall not include sales tax.

BID AWARD: Panola County reserves the right to award bids on the lump sum or unit price basis, whichever is in the best interest of Panola County.

CONTRACT: This bid, when properly accepted by Panola County, shall constitute a contract equally binding between the successful bidder and Panola County. No different or additional terms will become a part of this contract with the exception of Change Orders.

CHANGE ORDERS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Panola County Judge.

DELIVERY: All delivery fees and freight or handling charges shall be as stated on the bid and contract forms section and if not so stated no such cost, fee or charge will be paid.

CONFLICT OF INTEREST: No public official shall have interest in this contract, in accordance with V.T.C.A., Local Government Code Title 5, Subtitle C, Chapter 171.

ETHICS: The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Panola County.

EXCEPTIONS/SUBSTITUTIONS: All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part

Signature of Bidder

of the bid. The absence of such a list shall indicate that the bidder has not taken exceptions and shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Panola County Commissioners' Court reserves the right to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the county.

DESCRIPTIONS: Any reference to model and/or make/maker used in bid specifications is descriptive, not restrictive. It is used to indicate the type and quality desired. Bids on items of like quality will be considered.

ADDENDA: Any interpretations, corrections or changes in this ITB and Specifications will be made by addenda. Sole issuing authority of addenda shall be vested in Panola County. Addenda will be mailed to all who are known to have received a copy of this ITB. Bidders shall acknowledge receipt of all addenda.

BIDS MUST COMPLY with all federal, state, county and local laws concerning these types of service.

DESIGN, STRENGTH, QUALITY of materials must conform to the highest standards of manufacturing practice.

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

1. have adequate financial resources, or the ability to obtain such resources as required;
2. be able to comply with the required or proposed delivery schedule;
3. have a satisfactory record of performance;
4. have a satisfactory record of integrity and ethics;
5. be otherwise qualified and eligible to receive an award.

Panola County may request any other information sufficient to determine bidder's ability to meet these minimum standards listed above.

REFERENCES: Panola County may request bidder to supply a list of at least three (3) references where like services/products have been supplied by their firm.

BIDDER SHALL PROVIDE with this bid response, all documentation required by this ITB. Failure to provide this information may result in rejection of bid.

SUCCESSFUL BIDDER SHALL defend, indemnify, and save harmless Panola County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages

Signature of Bidder

received or sustained by any person, persons or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder indemnifies and will indemnify and save harmless Panola County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful bidder shall pay any judgment costs which may be obtained against Panola County growing out of such injury or damages.

WAGES: Successful bidder shall pay or cause to be paid, without cost or expense to Panola County, all Social Security, Unemployment and Federal Income Withholding Taxes of all such employees and all such employees shall be paid wages and benefits as required by Federal and/or State law.

TERMINATION OF CONTRACT: This contract shall remain in effect until contract expires, delivery and acceptance of products and/or performance of services ordered or terminated by either party with a thirty (30) days written notice prior to any cancellation. The successful bidder must state therein the reasons for such cancellation. Panola County reserves the right to award canceled contract to the next lowest and best bidder as it deems to be in the best interest of the county.

TERMINATION FOR DEFAULT: Panola County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the county in the event of breach or default of this contract. Panola County reserves the right to terminate the contract immediately in the event the successful bidder fails to:

1. meet schedules;
2. defaults in the payment of any fees; or
3. otherwise perform in accordance with these specifications.

Breach of contract or default authorizes the county to exercise any or all of the following rights:

1. Panola County may take possession of the assigned premises and any fees accrued or becoming due to date;
2. Panola County may take possession of all goods, fixtures and materials of successful bidder therein and may foreclose its lien against such personal property, applying the proceeds toward fees due or thereafter becoming due.

In the event the successful bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, Panola County shall give the successful

Signature of Bidder

bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the county within two (2) working days of receipt of such notice by the successful bidder, default will be declared and all the successful bidder's rights shall terminate.

Bidder, in submitting this bid, agrees Panola County shall not be liable to prosecution for damages in the event that the county declared the bidder in default.

NOTICE: Any notices provided by this bid (or required by law) to be given to the successful bidder by Panola County shall be conclusively deemed to have been given and received on the next day after such written notice has been deposited in the mail in Carthage, Texas, by Registered or Certified Mail with sufficient postage affixed thereto, addressed to the successful bidder at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

PATENTS/COPYRIGHTS: The successful bidder agrees to protect Panola County from claims involving infringement of patents and/or copyrights.

CONTRACT ADMINISTRATION: Panola County may appoint a contract administrator with designated responsibility to ensure compliance with contract requirements. The contract administrator will serve as liaison between Panola County and the successful bidder.

PURCHASE ORDER: A purchase order(s) shall be generated by Panola County to the successful bidder. The purchase order number must appear on all itemized invoices and packing slips. Panola County will not be held responsible for any orders placed/delivered without a valid current purchase order number.

INVOICES shall show (a) name and address of successful bidder; (b) county purchase order number; and (c) descriptive information as to the item(s) delivered.

PAYMENT will be made upon receipt and acceptance by the county of item(s) ordered and receipt of a valid invoice, in accordance with State of Texas Prompt Payment Act, V.T.C.S. Article 601f. Successful bidder is required to pay subcontractors within ten (10) days.

ITEMS supplied under this contract shall be subject to Panola County's approval. Items found defective or not meeting specifications shall be picked up and replaced by the successful bidder at no expense to the county. If item is not picked up within one (1) week after notification, the item will become a donation to the county for disposition.

SAMPLES: When requested, samples shall be furnished free of expense to Panola County.

WARRANTY: Successful bidder shall warrant that all items/services shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code

Signature of Bidder

and be free from all defects in material, workmanship and title.

REMEDIES: The successful bidder and Panola County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

VENUE: This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Panola County, Texas.

ASSIGNMENT: The successful bidder shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of Panola County.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

Each insurance policy to be furnished by successful bidder shall include, by endorsement to the policy, a statement that a notice shall be given to Panola County by certified mail thirty (30) days prior to cancellation or upon any material change in coverage.

ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

CERTIFICATE OF INTERESTED PARTIES: Effective January 1, 2016 all contracts executed by Commissioners Court, regardless of the dollar amount, will require completion of Form 1295 "Certificate of Interested Parties", per Government Code Statute 2252.908. All vendors submitting a response to a formal Bid, or any contracts, contract amendments, renewals or change orders are required to complete the Form 1295 online through the State of Texas Ethics Commission website. Please visit https://www.ethics.state.tx.us/whatsnew/elf_info_form1295 for more information.

Texas Government Code Sec. 2270.002 Provision Required in Contract:

1. Bidder does not boycott Israel; and
2. Bidder will not boycott Israel during the term of the contract.

ANY QUESTIONS concerning this INVITATION TO BID AND SPECIFICATIONS should be directed to Panola County Maintenance Superintendent Tommy Earle at (903) 693-0318 or (903)692-2844.

Signature of Bidder

**SPECIFICATIONS
COURTHOUSE MAINTENANCE
PANOLA COUNTY COURTHOUSE, JUDICIAL CENTER,
PANOLA COUNTY SHERIFF'S DEPARTMENT, PANOLA COUNTY
DETENTION CENTER, PROBATION OFFICES, ROAD AND BRIDGE
WAREHOUSE OFFICES & RESTROOMS, EXPOSITION CENTER
AND OFFICE BUILDING LOCATED AT 318 BROWNWOOD CIRCLE**

It is the intent of these specifications to describe bidder qualifications, salary and wage requirements, employee requirements, insurance requirements, and a description of minimum requirements for proper cleaning of the Panola County Courthouse, Judicial Center, Panola County Sheriff's Department, Panola County Detention Center, Probation Offices, Road and Bridge Warehouse Offices & Restrooms, Exposition Center and Office Building located at 318 Brownwood Circle.

BIDDER QUALIFICATIONS:

2. Minimum of five (5) years experience in cleaning multi-story buildings of a minimum of 30,000 square feet per building. Bidder shall attach references to bid.

OR

2. If bidder has not had minimum experience required, furnish a satisfactory Performance Bond in an amount equal to twelve (12) months compensation on the basis of the bid submitted, such bond to be conditioned as required and collectable by Panola County for failure to perform the terms and conditions of bid on contract. Letter of Commitment for Performance Bond shall be attached to bid.

SALARIES AND WAGES:

3. Panola County and Contractor agree the Contractor is an independent contractor under this agreement and will in no way be considered to be an agent, partner, or employee of Panola County.
4. Salaries and wages of employees and any other amounts required to be paid under state and federal law, payroll taxes, unemployment insurance and FICA shall be paid by Contractor.

EMPLOYEES:

- 5a. Contractor must employ and use adequately trained employees, and a qualified supervisor properly trained to insure that all phases of the contract are properly performed in a professional manner.

- 5b. Contractor must have an employee at the Courthouse from 8 a.m. - 5 p.m. Monday through Friday.
6. Contractor agrees to comply fully with all state and federal laws and regulations including those of the U. S. Naturalization and Immigration laws, equal employment opportunity, hours and wages of employees, occupational safety and health, and discrimination.

INSURANCE:

7. Contractor shall obtain and maintain in effect at all times during the term of the contract the following insurance, and will provide Certificates of Insurance to Contract Administrator prior to commencing contract:
 - A. Workers' Compensation;
 - B. Bodily Injury with limits of \$500,000 for each person and \$500,000 for each incident or occurrence.

INDEMNITY:

8. Contract shall indemnify, hold harmless and defend Panola County, its representatives, employees, and agents from and against all claims, causes of actions or lawsuits, including negligence; the condition or use of personal property; damages; death or injuries to persons or property; including but not limited to attorney's fees and litigation expenses regarding or concerning or arising out of or resulting from or alleged to have been sustained by Contractor or Contractor's employees in connection with Courthouse Maintenance Agreement. The express indemnity of Panola County by Contractor includes any alleged negligence acts or omissions of Panola County in any action, claim, or suit brought against Panola County, its representatives, employees, agents, invitees, and licensees by Contractor, its agents, employees, representatives, volunteers, invitees, or any guest of the Contractor.

AREAS OF RESPONSIBILITY:

9. Contractor will be responsible for proper maintenance and cleaning of all areas of the Panola County Courthouse, Judicial Center, Panola County Sheriff's Department, Probation Offices, and all areas of the Panola County Detention Center (except the cell area), Road and Bridge Warehouse Offices & Restrooms, Exposition Center and Office Building located at 318 Brownwood Circle.

RESPONSIBILITY INCLUDES MAINTENANCE AND CLEANING OF AREAS OUTSIDE EACH ENTRANCE OF THE COURTHOUSE, JUDICIAL CENTER,

PANOLA COUNTY SHERIFF'S DEPARTMENT, PANOLA COUNTY DETENTION CENTER, PROBATION OFFICES, ROAD AND BRIDGE WAREHOUSE OFFICES & RESTROOMS, EXPOSITION CENTER AND OFFICE BUILDING LOCATED AT 318 BROWNWOOD CIRCLE.

MANNER AND FREQUENCY OF CLEANING:

NOTE: IT WILL BE NECESSARY TO CLEAN SOME AREAS PRIOR TO CLOSE OF BUSINESS EACH DAY.

10. WORK TO BE PERFORMED DAILY:

- A. Public areas (hallways, stairways, elevator, etc.):
 - i. Vacuumed, swept, and mopped so that no dirt, trash, paper clips, staples, etc. are left on the floors, this includes areas under benches, trash cans, etc.
 - ii. Walls, baseboards, and handrails spot checked and cleaned.
 - iii. Hallway benches and chairs spot checked and cleaned.
 - iv. Drinking fountains thoroughly cleaned.
 - v. Trash cans emptied and liners replaced.
 - vi. Carpet in all halls and corridors vacuumed with an industrial type vacuum and spot cleaned.

- B. Entrances:
 - i. All exterior walkways swept, including steps at main entrance.
 - ii. All glass entries cleaned with "Windex" type product so that glass is clear of fingerprints, smudges, etc.
 - iii. All cobwebs, etc. swept down.
 - iv. Doors spot checked and cleaned of dirt, smudges, etc.

- C. Restrooms:
 - i. Toilet bowls and urinals thoroughly cleaned both on the inside and outside of the bowls and urinals.
 - ii. Floors swept so that there is no paper, dirt, paper clips, etc. left on the floors.
 - iii. Floors mopped so that they are clean of all dirt, water spots, etc., paying particular attention to areas around toilet bowls, urinals and sinks.
 - iv. Walls spot cleaned.
 - v. Doors to stalls and partitions between stalls thoroughly cleaned.
 - vi. Sinks thoroughly cleaned.
 - vii. Window sills dusted.
 - viii. Hand towels, toilet tissue, soap dispensers, and room deodorant checked and replaced.

- ix. Trash cans emptied, liners replaced, and front of trash receptacle cleaned.
 - x. Mirrors cleaned.
- D. Offices and Courtrooms:
- i. Swept or vacuumed so that there is no dirt, paper clips, staples, etc. left of floors. This includes all accessible areas such as under desks, chairs, waste paper baskets, etc.
 - ii. Offices with vinyl floors mopped unless otherwise directed by department head.
 - iii. Trash cans emptied and liners replaced.
 - iv. Desk and work station tops cleaned and shined with a cleaner appropriate for the surface. This includes the entire tops (under calendars, staplers, tape dispensers, etc.) and all other areas where work has been properly removed from desk.
 - vi. Vinyl furniture spot cleaned.
- E. Contractor shall make sure that all lights are turned off in offices, all office and courtrooms doors are locked, and all exterior Courthouse doors are locked prior to leaving the building at night.

11. WORK TO BE PERFORMED WEEKLY:

- A. Front lobbies of all buildings and all vinyl floors buffed.
- B. Marble walls spot cleaned.
- C. Dust:
 - i. Baseboards.
 - ii. Pictures and other wall hangings.
 - iii. File cabinet tops.
 - iv. Interior window sills and ledges.
 - v. Lamps, vases, coffee, and end tables, and other such standard office furniture.
 - vi. Counter and table tops.
 - vii. Tops of partitions and door frames.
- D. General housekeeping (see 10 A, B, C, & D above) of Road and Bridge Warehouse Offices & Restrooms.

12. WORK TO BE PERFORMED QUARTERLY:

- A. Venetian blinds vacuumed.
- B. All marble walls thoroughly cleaned and polished.
- C. All baseboards thoroughly cleaned of dust, dirt, water, and wax spots, etc.
- D. Corridors and halls with carpet to be shampooed.
- E. Automatic floor scrubber used on all halls and corridors without carpet.

F. Woodwork in Judicial Building wiped down with lemon oil.

13. WORK TO BE PERFORMED SEMI-ANNUALLY:

- A. Courthouse main lobby and hallway floor stripped and waxed.
- B. Detention Center lobby and hallway floors stripped and waxed.
- C. Judicial Building lobbies stripped and waxed.
- D. Interior of windows cleaned with a "Windex" type product.
- E. Wooden desks, chairs, etc. polished.
- F. Maintenance rooms and closets cleaned.

14. WORK TO BE PERFORMED ANNUALLY:

- A. All office vinyl floors stripped and waxed.
- B. Carpet in offices shampooed.
- C. Venetian blinds removed, washed and replaced.
- D. Wash 1st and 2nd floor outside windows of Panola County Courthouse and Panola County Sheriff's Department.

ON ALL WORK REQUIRED TO BE PERFORMED QUARTERLY, SEMI-ANNUALLY AND ANNUALLY, CONTRACTOR WILL PROVIDE THE CONTRACT ADMINISTRATOR A DETAILED WORK SHEET WITHIN FIFTEEN (15) DAYS THAT WILL SHOW WHAT WORK WAS PERFORMED, WHEN IT WAS PERFORMED, AND WHO DID THE WORK. PANOLA COUNTY RESERVES THE RIGHT TO REQUEST SUCH DOCUMENTATION ON ALL WORK PERFORMED UNDER THESE SPECIFICATIONS.

EXPOSITION CENTER:

To be cleaned before every event.

OFFICE BUILDING LOCATED AT 318 BROWNWOOD CIRCLE

To be cleaned every Tuesday and Friday.

SUPPLIES:

- 15. Contract will supply equipment (including floor scrubber and industrial type vacuum). Panola County will furnish all cleaning supplies (including trash can liners), restroom supplies (including toilet tissue, hand towels, hand soap and room deodorant).

CONTRACT PERIOD:

- 16. Contract will be for a period beginning January 1, 2023 and ending December 31, 2023.
- 17. This Contract is non-assignable and cannot be sublet to any third party.

CANCELLATION

18. Panola County has the right to cancel Contract with successful bidder by giving thirty (30) days written notice of intent to cancel for failure to satisfactorily perform any of the terms, conditions or obligations required. Any misconduct, unsatisfactory service or work or violation of the bid requirements is grounds for termination.
19. Contract shall have the right to cancel only for non-payment.

COMPENSATION:

20. Payment for services will be made in equal monthly installments during the term of the Contract with payment being due on or before the 10th of the month following service upon receipt of an invoice from Contractor.

BID FORM AND CONTRACT HOUSEKEEPING

TO THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS FOR FURNISHING AND DELIVERING TO PANOLA COUNTY, TEXAS FOR USE BY PANOLA COUNTY, IN ACCORDANCE WITH THE FOREGOING SPECIFICATIONS:

The undersigned, as bidder, declares that the only person or persons interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; and that I (we) have carefully examined the advertisements, instructions to bidders, specifications, and condition of payment. It is understood that the Court reserves the right to accept or reject any and/or all bids. I/we understand that the bid should include delivery to the Panola County Courthouse in Carthage, Texas.

I (we) hereby agree to perform janitorial services at the Panola County Courthouse, Judicial Center, Panola County Sheriff's Department, Detention Center, Probation Offices, Road and Bridge Warehouse Offices & Restrooms, Exposition Center and Office Building located at 318 Brownwood Circle as set out in the foregoing Invitation to Bid and Specifications (which shall be attached to and made a part of this contract) for the period of January 1, 2023 to December 31, 2023 for the sum of:

JANITORIAL SERVICES:

\$ _____ Per Month

Exceptions to specifications: _____

NOTE: ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

SIGNATURE

COMPANY NAME

ADDRESS

CITY STATE ZIP

TELEPHONE NUMBER

DATE

ACCEPTED: _____

COUNTY JUDGE

LEASE AGREEMENT

This agreement is entered into this 1st day of October, 2022
by and between the Lessee:

Name: Holly Hammons

Address: 318 Brownwood Cr. 75633

Telephone: 903-754-9394

Email: holly@hammonsfirm.org

and Panola County, Texas, 110 S. Sycamore St., Carthage, Texas 75633

TERMS: This agreement shall commence on the 1st day of October, 2022 and shall continue month to month being automatically renewed for each month unless thirty days advanced written notice is given by either party that the agreement shall not be renewed.

LEASE: Lessee shall pay monthly as rent for the use of the described land the amount of Cash or check \$850.00 monthly, by the first day of each month. In all cases, if the payment is not made by the 10th day of each month the Panola County Commissioners' Court will determine if the lease should be terminated.

Lease payment shall be mailed or delivered in person to:

Panola County
Attn: Joni Reed, Panola County Treasurer
110 S Sycamore St. # 312
Carthage, Texas 75633

LOCATION DESCRIPTION: 318 Brownwood Circle, Lot 1, Block 50, Carthage, Texas office building.

LIABILITIES: Lessee shall be liable for any damage to Panola County property and/or other property arising from Lessee's negligence including, but not limited to, unauthorized activities in the building or the storage of flammable or other hazardous materials. Damage to any contents as a result of weather, acts of God or natural acts are not the responsibility of Panola County.

SUBLEASE OR ASSIGNMENT: These agreements are permitted when the sub-lessee is identified to and recorded by the County Treasurer and the Panola County Commissioners' Court. Timely lease payment and compliance with Panola County's rules and regulation and this agreement remain the responsibility of the original Lessee.

TERMINATION: This agreement may be terminated by either party upon thirty days advanced written notice of non - renewal as provide hereinbefore. Panola County may terminate this agreement and retain any advanced payments upon the occurrence of any of the following which shall constitute a breach of the lease agreement by Lessee. Rent not paid by the 10th of each month. Lessee fails to comply with any provisions of this lease; Lessee's conviction of any crime committed on County property; Lessee's violation of any drug, alcohol or weapon restriction contained in the Panola County rules and regulations. If the Panola County Commissioners' Court determines a breach of this lease, the Lessee will be given written notice of the termination. The Lessee shall have 30 days to remove any owned property from the building, after which Panola County will file appropriate petitions to the Panola County Justice of the Peace or the attorney representing Panola County to have the property removed.

INDEMNIFICATION: The Lessee shall assume all risks incident to or in connection with, its operation under this contract; shall be solely responsible for all accidents or injuries to persons or property caused by its operations upon or arising out of the Lessor's facilities; and shall indemnify, defend, and hold harmless Panola County, Texas, the Lessor, and its employees, authorized agents, and members of the Panola County Commissioners' Court, from any and all claims, suits, losses or damages for injuries to person or property, of whatsoever kind or nature, arising directly or indirectly out of Lessee's operations or resulting from any act of omission of the Lessee, its guests, agents, employees, or customers or resulting from any act of customers. The Lessor shall give timely notice to the Lessee of any claim against the Lessor if the Lessor considers such claim to be liability of the Lessee. Failure to give such notice shall not act to waive the Lessee's liability hereunder. The Lessee shall have the right to investigate, defend, or compromise such claim to the extent of its interest. The Lessee will indemnify, hold harmless, and waive subrogating insurance requirements, against any loss, liability or damages and from all action or causes of action for injuries to persons or property arising from or growing out of the use and occupancy of the Leased Premises, due to any negligence, act or omission to act of Lessee.

GOVERNING LAW: This agreement is a contract executed under and to be construed under the laws of the State of Texas and any cause of action that arises out of this agreement shall be filed in Panola County, Texas.

WAIVER AND SEVERABILITY: Either party's failure to enforce any provision of this agreement against the other party shall not be construed as a waiver thereof so as to excuse the other party from future performance of that provision or any other provision. The invalidity of any portion of the agreement shall not affect the validity of the remaining portion thereof.

ENTIRE AGREEMENT: This agreement constitutes the entire agreement between the parties. No statements, promises, or inducements made by any party to this agreement, or any agent or employees of either party, which are not contained in this written contract shall be valid or binding. This agreement may not be enlarged, modified or altered except in writing signed by the parties.

ACCEPTED AND AGREED TO BY:

Lessee:

Holly Hammons Lessee

10/3/22 Date

Panola County:

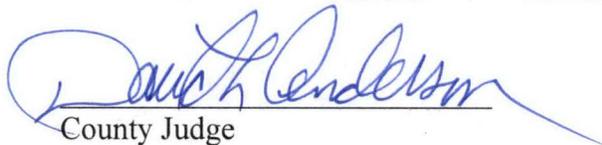
By: [Signature] Its authorized Agent, Lessor

10-1-22 Date

PANOLA COUNTY
2022
BUDGET AMENDMENT #21

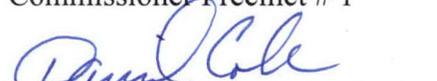
We hereby amend the Panola County Budget for the Fiscal Year 2021 as set forth above according to the procedures outlined under Local Government Code, Chapter 111, Subchapter A Sections 111.010 (c), (d). A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2022.

Signed on this 11th day of October, 2022.


County Judge


Commissioner Precinct # 1


Commissioner Precinct # 3


Commissioner Precinct # 2


Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 11th day of October, 2022 as the same appears on file in the office of the County Clerk of Panola County.


County Clerk



October 10, 2022



Adjustment Number	Budget Code	Description	Adjustment Date
BA0001638	2022 PANOLA COUNTY BU...	426 - VISITING JUDGES - PAUL BANNER	10/4/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-409-54080	CONTINGENCY	426 - VISITING JUDGES	84,292.00	-690.00	83,602.00
September:				-690.00	
100-426-54170	VISITING JUDGES	426 - VISITING JUDGES	500.00	690.00	1,190.00
September:				690.00	

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001639	2022 PANOLA COUNTY BU...	490 - NOVEMBER ELECTION BALLOTS	10/4/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-409-54080	CONTINGENCY	490 - ESS INVOICE INCREASE	84,292.00	-4,000.00	80,292.00
October:				-4,000.00	
100-490-54150	PROFESSIONAL SERVICES	490 - ESS INVOICE INCREASE	22,084.00	4,000.00	26,084.00
October:				4,000.00	

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001640	2022 PANOLA COUNTY BU...	570 -TO COVER SUPPLIES FOR THE REST OF 2022	10/6/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-570-53930	MISCELLANEOUS SUPPLIES	570 - MISCELLANEOUS SUPPLIES	43,000.00	8,000.00	51,000.00
October:				8,000.00	
100-570-54082	JAIL BOARD-PRISONERS FOODE	570 - MISCELLANEOUS SUPPLIES	139,500.00	-8,000.00	131,500.00
October:				-8,000.00	

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001641	2022 PANOLA COUNTY BU...	621 - REPLENISH SUPPLIES FOR REST OF YEAR	10/10/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
200-621-53560	REPAIR AND MAINTENANCE SU	621 - REPLENISH SUPPLIES	134,826.00	20,000.00	154,826.00
October:				20,000.00	
200-621-54080	CONTINGENCY	621 - REPLENISH SUPPLIES	20,926.00	-20,000.00	926.00
October:				-20,000.00	

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001642	2022 PANOLA COUNTY BU...	622 - OIL SAND	10/10/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
200-622-54080	CONTINGENCY	622 - OIL SAND	206,951.00	-50,000.00	156,951.00
October:				-50,000.00	
200-622-55280	ROAD OIL PRE MIX & GRAVEL	622 - OIL SAND	495,987.00	50,000.00	545,987.00
October:				50,000.00	

Budget Adjustment Register

Packet: GLPKT18174 - 10/4/2022 - #21

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001643	2022 PANOLA COUNTY BU...	622 - REPLENISH SUPPLIES	10/10/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
200-622-53560	REPAIR AND MAINTENANCE SU	622 - REPLENISH SUPPLIES	95,656.00	25,000.00	120,656.00
October:	25,000.00				
200-622-54080	CONTINGENCY	622 - REPLENISH SUPPLIES	206,951.00	-25,000.00	181,951.00
October:	-25,000.00				

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001644	2022 PANOLA COUNTY BU...	403 - MOVE FUNDS TO CC WORKERS COMP LINE	10/10/2022

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-403-52010	SOCIAL SECURITY TAXES	403 - MOVE FUNDS TO CC WORKERS COMP LI	15,561.00	-17.00	15,544.00
October:	-17.00				
100-403-52040	WORKERS COMPENSATION	403 - MOVE FUNDS TO CC WORKERS COMP LI	453.00	17.00	470.00
October:	17.00				

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2022	2022 PANOLA COUNTY BU	100-403-52010	SOCIAL SECURITY TAXES	15,561.00	-17.00	15,544.00
		100-403-52040	WORKERS COMPENSATION	453.00	17.00	470.00
		100-409-54080	CONTINGENCY	84,292.00	-4,690.00	79,602.00
		100-426-54170	VISITING JUDGES	500.00	690.00	1,190.00
		100-490-54150	PROFESSIONAL SERVICES	22,084.00	4,000.00	26,084.00
		100-570-53930	MISCELLANEOUS SUPPLIES	43,000.00	8,000.00	51,000.00
		100-570-54082	JAIL BOARD-PRISONERS FOODETC.	139,500.00	-8,000.00	131,500.00
		200-621-53560	REPAIR AND MAINTENANCE SUPP	134,826.00	20,000.00	154,826.00
		200-621-54080	CONTINGENCY	20,926.00	-20,000.00	926.00
		200-622-53560	REPAIR AND MAINTENANCE SUPP	95,656.00	25,000.00	120,656.00
		200-622-54080	CONTINGENCY	206,951.00	-75,000.00	131,951.00
		200-622-55280	ROAD OIL PRE MIX & GRAVEL	495,987.00	50,000.00	545,987.00
			2022 Total:	1,259,736.00	0.00	1,259,736.00
			Grand Total:	1,259,736.00	0.00	1,259,736.00

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2022 - 2022 PANOLA COUNTY BUDGET JAN-DEC Fiscal: 2022			
100	305,390.00	0.00	305,390.00
200	954,346.00	0.00	954,346.00
Budget Code 2022 Total:	1,259,736.00	0.00	1,259,736.00
Grand Total:	1,259,736.00	0.00	1,259,736.00

PANOLA COUNTY, TEXAS

INVITATION TO BID

RETURN BID TO:

COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633

The enclosed INVITATION TO BID (ITB) and accompanying SPECIFICATIONS AND BID SHEET are for your convenience in bidding the enclosed referenced service/products for Panola County.

Sealed bids shall be received no later than:

1:30 P.M., TUESDAY, NOVEMBER 8, 2022

MARK ENVELOPES

"NEW ROOF ON PANOLA COUNTY COURTHOUSE BUILDING"

Bidder shall sign and date the bid. Bids which are not signed and dated can be rejected. Bids must be submitted on the enclosed bid sheets and must be in ink or typewritten.

Panola County appreciates your time and effort in preparing this bid. Please note that all bids must be received at the designated location by the deadline shown. Bids received after the deadline will not be considered for the award of the contract, and shall be considered void and unacceptable. Opening is scheduled to be held in Commissioners Courtroom, Panola County Courthouse, Carthage, Texas. You are invited to attend.

Any questions concerning this Invitation to Bid and specifications should be directed to Maintenance Superintendent, Tommy Earle, at (903) 693-0318 or 903-692-2844.

Signature

INSTRUCTIONS/TERMS OF CONTRACT

By order of the Commissioners Court of Panola County, Texas, sealed bids will be received for:

NEW ROOF ON PANOLA COUNTY COURTHOUSE BUILDING

IT IS UNDERSTOOD that the Commissioners Court of Panola County, Texas reserves the right to reject any or all bids to any or all products and/or services covered in this bid request and to waive informalities or defects in bids or to accept such bids as it shall deem to be in the best interests of Panola County.

BIDS MUST BE submitted on the bid forms included for that purpose in this packet. Bids shall be placed in separate sealed envelopes, with **each page manually signed by a person having the authority to bind the firm in a contract** and marked clearly on the outside as shown below.

SUBMISSION OF BIDS: Sealed bids shall be submitted to:

**COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633**

Not later than **1:30 p.m., Tuesday, November 8, 2022**

Mark Envelopes:

"NEW ROOF ON PANOLA COUNTY COURTHOUSE BUILDING"

BIDS RECEIVED AFTER OPENING DATE AND TIME WILL NOT BE CONSIDERED

Signature

INVITATION TO BID
INSTRUCTIONS/TERMS OF CONTRACT

FUNDING: Funds for payment have been provided through the Panola County Budget adopted by the Commissioners' Court for Fiscal Year 2022.

LATE BIDS: Bids received after submission deadline will be considered void and unacceptable. Panola County is not responsible for lateness or non-delivery of mail, carrier, etc.

ALTERING BIDS: Bids cannot be altered or amended after submission deadline. Any interlineation, alteration or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.

WITHDRAWAL OF BID: A bid may not be withdrawn or canceled by the bidder without the permission of Panola County for a period of ninety (90) days following the date designated for the receipt of bids, and bidder so agrees upon submission of their bid.

SALES TAX: Panola County is exempt by law from payment of Texas Sales Tax and Federal Excise Tax, therefore, the bid shall not include sales tax.

BID AWARD: Panola County reserves the right to award bids on the lump sum or unit price basis, whichever is in the best interest of Panola County.

CONTRACT: This bid, when properly accepted by Panola County, shall constitute a contract equally binding between the successful bidder and Panola County. No different or additional terms will become a part of this contract with the exception of Change Orders.

CHANGE ORDERS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Panola County Judge.

DELIVERY: All delivery fees and freight or handling charges shall be as stated on the bid and contract forms section and if not so stated no such cost, fee or charge will be paid.

CONFLICT OF INTEREST: No public official shall have interest in this contract, in accordance with V.T.C.A., Local Government Code Title 5, Subtitle C, Chapter 171.

ETHICS: The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Panola County.

Signature of Bidder

EXCEPTIONS/SUBSTITUTIONS: All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the bid. The absence of such a list shall indicate that the bidder has not taken exceptions and shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Panola County Commissioners' Court reserves the right to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the county.

DESCRIPTIONS: Any reference to model and/or make/maker used in bid specifications is descriptive, not restrictive. It is used to indicate the type and quality desired. Bids on items of like quality will be considered.

ADDENDA: Any interpretations, corrections or changes in this ITB and Specifications will be made by addenda. Sole issuing authority of addenda shall be vested in Panola County. Addenda will be mailed to all who are known to have received a copy of this ITB. Bidders shall acknowledge receipt of all addenda.

BIDS MUST COMPLY with all federal, state, county and local laws concerning these types of service.

DESIGN, STRENGTH, QUALITY of materials must conform to the highest standards of manufacturing practice.

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

1. have adequate financial resources, or the ability to obtain such resources as required;
2. be able to comply with the required or proposed delivery schedule;
3. have a satisfactory record of performance;
4. have a satisfactory record of integrity and ethics;
5. be otherwise qualified and eligible to receive an award.

Panola County may request any other information sufficient to determine bidder's ability to meet these minimum standards listed above.

REFERENCES: Panola County may request bidder to supply a list of at least three (3) references where like services/products have been supplied by their firm.

Signature of Bidder

BIDDER SHALL PROVIDE with this bid response, all documentation required by this ITB. Failure to provide this information may result in rejection of bid.

SUCCESSFUL BIDDER SHALL defend, indemnify, and save harmless Panola County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons or property on account of any negligent act or fault or the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder indemnifies and will indemnify and save harmless Panola County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful bidder shall pay any judgment costs which may be obtained against Panola County growing out of such injury or damages.

NON COLLUSION AFFIDAVIT: Each Bidder submitting a Bid to the County for any portion of the work contemplated by the documents on which bidding is based shall execute and attach thereto, an affidavit substantially in the form herein provided, to the effect that he has not entered into a collusive agreement with any other person, firm, or corporation in regard to any Bid submitted.

DISPOSAL AND HOLDHARMLESS: BIDDER SHALL LAWFULLY DISPOSE OF ALL CONSTRUCTION MATERIALS, CHEMICALS, AND DEBRIS AND SHALL INDEMNIFY AND HOLD OWNER HARMLESS FOR THE UNLAWFUL DISPOSAL OF ALL CONSTRUCTION MATERIALS, CHEMICALS, AND DEBRIS DONE BY BIDDER OR ITS SUBCONTRACTOR IN FURTHERANCE OF THIS BID.

WAGES: Successful bidder shall pay or cause to be paid, without cost or expense to Panola County, all Social Security, Unemployment and Federal Income Withholding Taxes of all such employees and all such employees shall be paid wages and benefits as required by Federal and/or State law.

TERMINATION OF CONTRACT: This contract shall remain in effect until contract expires, delivery and acceptance of products and/or performance of services ordered or terminated by either party with a thirty (30) days written notice prior to any cancellation. The successful bidder must state therein the reasons for such cancellation. Panola County reserves the right to award canceled contract to the next lowest and best bidder as it deems to be in the best interest of the county.

Signature of Bidder

TERMINATION FOR DEFAULT: Panola County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the county in the event of breach or default of this contract. Panola County reserves the right to terminate the contract immediately in the event the successful bidder fails to:

1. meet schedules;
2. defaults in the payment of any fees; or
3. otherwise perform in accordance with these specifications.

Breach of contract or default authorizes the county to exercise any or all of the following rights:

1. Panola County may take possession of the assigned premises and any fees accrued or becoming due to date;
2. Panola County may take possession of all goods, fixtures and materials of successful bidder therein and may foreclose its lien against such personal property, applying the proceeds toward fees due or thereafter becoming due.

In the event the successful bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, Panola County shall give the successful bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the county within two (2) working days of receipt of such notice by the successful bidder, default will be declared and all the successful bidder's rights shall terminate.

Bidder, in submitting this bid, agrees Panola County shall not be liable to prosecution for damages in the event that the county declared the bidder in default.

NOTICE: Any notices provided by this bid (or required by law) to be given to the successful bidder by Panola County shall be conclusively deemed to have been given and received on the next day after such written notice has been deposited in the mail in Carthage, Texas, by Registered or Certified Mail with sufficient postage affixed thereto, addressed to the successful bidder at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

PATENTS/COPYRIGHTS: The successful bidder agrees to protect Panola County from claims involving infringement of patents and/or copyrights.

Signature of Bidder

CONTRACT ADMINISTRATION: Panola County may appoint a contract administrator with designated responsibility to ensure compliance with contract requirements. The contract administrator will serve as liaison between Panola County and the successful bidder.

PURCHASE ORDER: A purchase order(s) shall be generated by Panola County to the successful bidder. The purchase order number must appear on all itemized invoices and packing slips. Panola County will not be held responsible for any orders placed/delivered without a valid current purchase order number.

INVOICES shall show (a) name and address of successful bidder; (b) county purchase order number; and (c) descriptive information as to the item(s) delivered.

PAYMENT will be made upon receipt and acceptance by the county of item(s) ordered and receipt of a valid invoice, in accordance with State of Texas Prompt Payment Act, Gov't Code, Chapter 2251. Successful bidder is required to pay subcontractors within ten (10) days.

ITEMS supplied under this contract shall be subject to Panola County's approval. Items found defective or not meeting specifications shall be picked up and replaced by the successful bidder at no expense to the county. If item is not picked up within one (1) week after notification, the item will become a donation to the county for disposition.

WARRANTY: Successful bidder shall warrant that all items/services shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

REMEDIES: The successful bidder and Panola County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

VENUE: This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Panola County, Texas.

ASSIGNMENT: The successful bidder shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of Panola County.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

Signature of Bidder

Each insurance policy to be furnished by successful bidder shall include, by endorsement to the policy, a statement that a notice shall be given to Panola County by certified mail thirty (30) days prior to cancellation or upon any material change in coverage.

CERTIFICATE OF INTERESTED PARTIES: Effective January 1, 2016 all contracts executed by Commissioners Court, regardless of the dollar amount, will require completion of Form 1295 "Certificate of Interested Parties", per Government Code Statute §2252.908. All vendors submitting a response to a formal Bid, or any contracts, contract amendments, renewals or change orders are required to complete the Form 1295 online through the State of Texas Ethics Commission website. Please visit, https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm, for more information.

ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

Texas Government Code Sec. 2270.002 Provision Required in Contract:

1. Bidder does not boycott Israel; and
2. Bidder will not boycott Israel during the term of the contract.

ANY QUESTIONS concerning this INVITATION TO BID AND SPECIFICATIONS should be directed to Maintenance Superintendent, Tommy Earle, at (903) 693-0318 or (903) 692-2844.

Signature of Bidder

BID SPECIFICATIONS

NEW ROOF FOR PANOLA COUNTY COURTHOUSE BUILDING

Bid should include any and all expenses involved with the replacement of the flat roof at the Panola County Courthouse.

Job Description: Install 5 sections of roof totalling approximately 16,000 sq ft to the Panola County Courthouse building with 60 mil single ply white PVC membrane roofing system with a twenty (20) year NDL warranty against defects in materials and workmanship.

Install 3/8" Fan Fold insulation board over existing roof;

Install DURO-LAST nominal 60 mil white membrane;

Install DURO-LAST 1 - 3/4" fascia bar with cover at all overhead and rake trim terminations;

Install DURO-LAST pre-fabricated accessories as required to complete the system;

Install walk pads to HVAC units on roof top;

Remove and replace any material that exhibits decay, decomposition, and/or rot;

Have the necessary Commercial Roofing General Liability and Worker's Compensation Insurance; and

Clean up and dispose of construction related equipment and debris on a daily basis.

Repair any damage done to grounds.

BID FORM AND CONTRACT

ROOF REPLACEMENT FOR COURTHOUSE BUILDING

TO THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS FOR FURNISHING AND DELIVERING TO PANOLA COUNTY, TEXAS FOR USE BY PANOLA COUNTY, IN ACCORDANCE WITH THE FOREGOING SPECIFICATIONS:

The undersigned, as bidder, declares that the only person or persons interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; and that I (we) have carefully examined the advertisements, instructions to bidders, specifications, and condition of payment. It is understood that the Court reserves the right to accept or reject any and/or all bids. I/we understand that the bid should include delivery to the Panola County Courthouse in Carthage, Texas.

ROOF REPLACEMENT COURTHOUSE.....\$ _____

Exceptions to specifications: _____

NOTE: ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

SIGNATURE

COMPANY NAME

ADDRESS

CITY STATE ZIP

TELEPHONE NUMBER

DATE

ACCEPTED:

COUNTY JUDGE

DATE

PANOLA COUNTY, TEXAS

INVITATION TO BID

RETURN BID TO:

COUNTY JUDGE
PANOLA COUNTY COURTHOUSE, ROOM 216A
CARTHAGE, TEXAS 75633

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Sealed bids shall be received no later than:

1:30 P.M., TUESDAY, NOVEMBER 8, 2022

MARK ENVELOPES

"NEW ROOF ON PANOLA COUNTY EXPO BUILDING"

Bidder shall sign and date the bid. Bids which are not signed and dated can be rejected. Bids must be submitted on the enclosed bid sheets and must be in ink or typewritten.

Panola County appreciates your time and effort in preparing this bid. Please note that all bids must be received at the designated location by the deadline shown. Bids received after the deadline will not be considered for the award of the contract, and shall be considered void and unacceptable. Opening is scheduled to be held in Commissioners Courtroom, Panola County Courthouse, Carthage, Texas. You are invited to attend.

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Signature

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NEW ROOF ON PANOLA COUNTY EXPO BUILDING

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CARTHAGE, TEXAS 75633**

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Mark Envelopes:

"NEW ROOF ON PANOLA COUNTY EXPO BUILDING"

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Signature

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INSTRUCTIONS/TERMS OF CONTRACT

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BID AWARD: Panola County reserves the right to award bids on the lump sum or unit price basis, whichever is in the best interest of Panola County.

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CHANGE ORDERS: No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the Panola County Judge.

DELIVERY: All delivery fees and freight or handling charges shall be as stated on the bid and contract forms section and if not so stated no such cost, fee or charge will be paid.

CONFLICT OF INTEREST: No public official shall have interest in this contract, in accordance with V.T.C.A., Local Government Code Title 5, Subtitle C, Chapter 171.

ETHICS: The bidder shall not offer or accept gifts or anything of value nor enter into any business arrangement with any employee, official or agent of Panola County.

Signature of Bidder

EXCEPTIONS/SUBSTITUTIONS: All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions in the section provided or by attachment as part of the bid. The absence of such a list shall indicate that the bidder has not taken exceptions and shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Panola County Commissioners' Court reserves the right to accept any and all or none of the exception(s)/substitution(s) deemed to be in the best interest of the county.

DESCRIPTIONS: Any reference to model and/or make/maker used in bid specifications is descriptive, not restrictive. It is used to indicate the type and quality desired. Bids on items of like quality will be considered.

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DESIGN, STRENGTH, QUALITY of materials must conform to the highest standards of manufacturing practice.

MINIMUM STANDARDS FOR RESPONSIBLE PROSPECTIVE BIDDERS: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder must meet the following requirements:

1. have adequate financial resources, or the ability to obtain such resources as required;
2. be able to comply with the required or proposed delivery schedule;
3. have a satisfactory record of performance;
4. have a satisfactory record of integrity and ethics;
5. be otherwise qualified and eligible to receive an award.

Panola County may request any other information sufficient to determine bidder's ability to meet these minimum standards listed above.

REFERENCES: Panola County may request bidder to supply a list of at least three (3) references where like services/products have been supplied by their firm.

Signature of Bidder

BIDDER SHALL PROVIDE with this bid response, all documentation required by this ITB. Failure to provide this information may result in rejection of bid.

SUCCESSFUL BIDDER SHALL defend, indemnify, and save harmless Panola County and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons or property on account of any negligent act or fault or the successful bidder, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. Successful bidder indemnifies and will indemnify and save harmless Panola County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful bidder shall pay any judgment costs which may be obtained against Panola County growing out of such injury or damages.

NON COLLUSION AFFIDAVIT: Each Bidder submitting a Bid to the County for any portion of the work contemplated by the documents on which bidding is based shall execute and attach thereto, an affidavit substantially in the form herein provided, to the effect that he has not entered into a collusive agreement with any other person, firm, or corporation in regard to any Bid submitted.

DISPOSAL AND HOLDHARMLESS: BIDDER SHALL LAWFULLY DISPOSE OF ALL CONSTRUCTION MATERIALS, CHEMICALS, AND DEBRIS AND SHALL INDEMNIFY AND HOLD OWNER HARMLESS FOR THE UNLAWFUL DISPOSAL OF ALL CONSTRUCTION MATERIALS, CHEMICALS, AND DEBRIS DONE BY BIDDER OR ITS SUBCONTRACTOR IN FURTHERANCE OF THIS BID.

WAGES: Successful bidder shall pay or cause to be paid, without cost or expense to Panola County, all Social Security, Unemployment and Federal Income Withholding Taxes of all such employees and all such employees shall be paid wages and benefits as required by Federal and/or State law.

TERMINATION OF CONTRACT: This contract shall remain in effect until contract expires, delivery and acceptance of products and/or performance of services ordered or terminated by either party with a thirty (30) days written notice prior to any cancellation. The successful bidder must state therein the reasons for such cancellation. Panola County reserves the right to award canceled contract to the next lowest and best bidder as it deems to be in the best interest of the county.

Signature of Bidder

TERMINATION FOR DEFAULT: Panola County reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the county in the event of breach or default of this contract. Panola County reserves the right to terminate the contract immediately in the event the successful bidder fails to:

1. meet schedules;
2. defaults in the payment of any fees; or
3. otherwise perform in accordance with these specifications.

Breach of contract or default authorizes the county to exercise any or all of the following rights:

1. Panola County may take possession of the assigned premises and any fees accrued or becoming due to date;
2. Panola County may take possession of all goods, fixtures and materials of successful bidder therein and may foreclose its lien against such personal property, applying the proceeds toward fees due or thereafter becoming due.

In the event the successful bidder shall fail to perform, keep or observe any of the terms and conditions to be performed, kept or observed, Panola County shall give the successful bidder written notice of such default; and in the event said default is not remedied to the satisfaction and approval of the county within two (2) working days of receipt of such notice by the successful bidder, default will be declared and all the successful bidder's rights shall terminate.

Bidder, in submitting this bid, agrees Panola County shall not be liable to prosecution for damages in the event that the county declared the bidder in default.

NOTICE: Any notices provided by this bid (or required by law) to be given to the successful bidder by Panola County shall be conclusively deemed to have been given and received on the next day after such written notice has been deposited in the mail in Carthage, Texas, by Registered or Certified Mail with sufficient postage affixed thereto, addressed to the successful bidder at the address so provided; provided this shall not prevent the giving of actual notice in any other manner.

PATENTS/COPYRIGHTS: The successful bidder agrees to protect Panola County from claims involving infringement of patents and/or copyrights.

Signature of Bidder

CONTRACT ADMINISTRATION: Panola County may appoint a contract administrator with designated responsibility to ensure compliance with contract requirements. The contract administrator will serve as liaison between Panola County and the successful bidder.

PURCHASE ORDER: A purchase order(s) shall be generated by Panola County to the successful bidder. The purchase order number must appear on all itemized invoices and packing slips. Panola County will not be held responsible for any orders placed/delivered without a valid current purchase order number.

INVOICES shall show (a) name and address of successful bidder; (b) county purchase order number; and (c) descriptive information as to the item(s) delivered.

PAYMENT will be made upon receipt and acceptance by the county of item(s) ordered and receipt of a valid invoice, in accordance with State of Texas Prompt Payment Act, Gov't Code, Chapter 2251. Successful bidder is required to pay subcontractors within ten (10) days.

ITEMS supplied under this contract shall be subject to Panola County's approval. Items found defective or not meeting specifications shall be picked up and replaced by the successful bidder at no expense to the county. If item is not picked up within one (1) week after notification, the item will become a donation to the county for disposition.

WARRANTY: Successful bidder shall warrant that all items/services shall conform to the proposed specifications and/or all warranties as stated in the Uniform Commercial Code and be free from all defects in material, workmanship and title.

REMEDIES: The successful bidder and Panola County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

VENUE: This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in Panola County, Texas.

ASSIGNMENT: The successful bidder shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of Panola County.

SILENCE OF SPECIFICATIONS: The apparent silence of these specifications as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

Signature of Bidder

Each insurance policy to be furnished by successful bidder shall include, by endorsement to the policy, a statement that a notice shall be given to Panola County by certified mail thirty (30) days prior to cancellation or upon any material change in coverage.

CERTIFICATE OF INTERESTED PARTIES: Effective January 1, 2016 all contracts executed by Commissioners Court, regardless of the dollar amount, will require completion of Form 1295 "Certificate of Interested Parties", per Government Code Statute §2252.908. All vendors submitting a response to a formal Bid, or any contracts, contract amendments, renewals or change orders are required to complete the Form 1295 online through the State of Texas Ethics Commission website. Please visit, https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm, for more information.

ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

Texas Government Code Sec. 2270.002 Provision Required in Contract:

1. Bidder does not boycott Israel; and
2. Bidder will not boycott Israel during the term of the contract.

ANY QUESTIONS concerning this INVITATION TO BID AND SPECIFICATIONS should be directed to Maintenance Superintendent, Tommy Earle, at (903) 693-0318 or (903)692-2844.

Signature of Bidder

BID SPECIFICATIONS

NEW ROOF FOR PANOLA COUNTY EXPO BUILDING

Bid should include any and all expenses involved with the replacement of the roof at the Panola County Expo Building.

Job Description: Replace 28 Skylight Panels with Metal Roof Panels;
Clean and Prep Roof for Restoration;
Seal Metal Screws and Horizontal Seams;
Install Base Coat of Fluid Applied Restoration;
Install Top Coat of Fluid Applied Restoration;
Apply a Rustco Primer;
Have the necessary Commercial Roofing General Liability and Worker's Compensation Insurance;
Clean up and dispose of construction related equipment and debris on a daily basis; and
Repair any damage done to grounds.

BID FORM AND CONTRACT

ROOF REPLACEMENT FOR EXPO BUILDING

TO THE COMMISSIONERS' COURT OF PANOLA COUNTY, TEXAS FOR FURNISHING AND DELIVERING TO PANOLA COUNTY, TEXAS FOR USE BY PANOLA COUNTY, IN ACCORDANCE WITH THE FOREGOING SPECIFICATIONS:

The undersigned, as bidder, declares that the only person or persons interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; and that I (we) have carefully examined the advertisements, instructions to bidders, specifications, and condition of payment. It is understood that the Court reserves the right to accept or reject any and/or all bids. I/we understand that the bid should include delivery to the Panola County Courthouse in Carthage, Texas.

ROOF REPLACEMENT EXPO BUILDING \$ _____

Exceptions to specifications: _____

NOTE: ANY VENDOR THAT CONDUCTS BUSINESS WITH PANOLA COUNTY, WHETHER IT IS FOR GOODS AND/OR SERVICES, MUST MAINTAIN LAWFUL WORKER'S COMPENSATION COVERAGE REQUIREMENTS AND ADEQUATE LIABILITY LIMITATIONS.

SIGNATURE

COMPANY NAME

ADDRESS

CITY STATE ZIP

TELEPHONE NUMBER

DATE

ACCEPTED:

COUNTY JUDGE

DATE



Panola County, Texas

Treasurers Report Summary

Date Range: 09/01/2022 - 09/30/2022

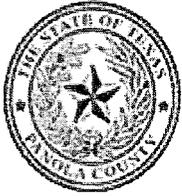
Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
100 - GENERAL	1,724,822.47	474,219.85	1,523,625.88	-2,000,000.00	-351.46	2,675,767.90	2,675,767.90	0.00
110 - CREDIT CARD CLEARING FUND	16,645.15	0.00	0.00	0.00	9,295.87	7,349.28	7,349.28	0.00
112 - JP CREDIT CARD CLEARING	28,588.17	0.00	0.00	0.00	0.00	28,588.17	28,588.17	0.00
130 - LAW LIBRARY	38,569.51	1,335.63	911.82	0.00	0.00	38,993.32	38,993.32	0.00
140 - COUNTY JUVENILE DELINQUENCY PREVENTION FUND	165.24	0.00	0.00	0.00	0.00	165.24	165.24	0.00
150 - COURTHOUSE SECURITY	56,763.06	1,846.10	12.40	0.00	0.00	58,596.76	58,596.76	0.00
160 - RECORDS MANAGEMENT	24,764.83	78.94	10.16	0.00	0.00	24,833.61	24,833.61	0.00
162 - COUNTY & DISTRICT COURT T	7,701.64	42.86	0.00	0.00	0.00	7,744.50	7,744.50	0.00
165 - COURT RECORD PRESERVATION	15,617.80	10.00	0.00	0.00	0.00	15,627.80	15,627.80	0.00
166 - DISTRICT COURT RECORDS TECHNOLOGY	23,648.96	24.08	0.00	0.00	0.00	23,673.04	23,673.04	0.00
168 - DISTRICT CLERK RECORDS MANAGEMENT & PRESERVATION	16,055.43	552.84	0.00	0.00	0.00	16,608.27	16,608.27	0.00
170 - COUNTY CLERK RECORDS PRES	193,129.69	7,670.86	0.00	0.00	0.00	200,800.55	200,800.55	0.00
175 - ARCHIVE FEES	380,625.10	6,565.42	0.00	0.00	0.00	387,190.52	387,190.52	0.00
180 - JUSTICE COURT TECHNOLOGY	35,119.08	128.74	0.00	0.00	0.00	35,247.82	35,247.82	0.00
190 - V.I.T. INTEREST	1,332.12	0.00	2.10	0.00	0.00	1,330.02	1,330.02	0.00
195 - ELECTION SERVICES CONTRAC	25,612.50	0.00	0.00	0.00	0.00	25,612.50	25,612.50	0.00
200 - ROAD & BRIDGE	1,099,277.70	451,843.07	485,916.20	-500,000.00	-644.16	1,565,848.73	1,565,848.73	0.00
252 - PANOLA COUNTY AUCTION PROCEEDS	185.80	0.00	0.00	0.00	0.00	185.80	185.80	0.00
300 - FM & LATERAL	272,602.02	14,770.07	39,395.07	0.00	0.00	247,977.02	247,977.02	0.00
410 - SUPERVISION	41,591.66	28,112.00	28,570.13	0.00	2,267.34	38,866.19	38,866.19	0.00
481 - PANOLA COUNTY CSCD ADULT DRUG COURT	31,217.95	291.94	0.00	0.00	0.00	31,509.89	31,509.89	0.00
520 - PANOLA JUVENILE PROBATION	42,664.63	555.20	0.00	0.00	0.00	43,219.83	43,219.83	0.00
530 - JUVENILE TITLE IV-E	67,649.40	298.95	0.00	0.00	0.00	67,948.35	67,948.35	0.00
540 - TJPC/ C.C.A.P. FUND	4,656.00	0.00	0.00	0.00	775.42	3,880.58	3,880.58	0.00
552 - REGIONAL DIVERSION ALTERNATIVES PROGRAM	1,341.00	0.00	0.00	0.00	1,341.00	0.00	0.00	0.00
555 - PRE & POST ADJUDICATION	26,264.00	0.00	0.00	0.00	0.00	26,264.00	26,264.00	0.00
560 - TJPC/A/183(REGULAR)	3,233.92	0.00	4,871.98	0.00	0.00	-1,638.06	-1,638.06	0.00
572 - PROBATION PAYROLL FUND	11,872.77	0.00	0.00	0.00	11,463.10	409.67	409.67	0.00
580 - COMMITMENT REDUCTION PROG	7,000.00	0.00	0.00	0.00	0.00	7,000.00	7,000.00	0.00
582 - MENTAL HEALTH SERVICES GRANT N	5,301.00	0.00	0.00	0.00	0.00	5,301.00	5,301.00	0.00
585 - LOCAL MATCH FUNDING/ CALE	226,023.55	0.00	11,315.95	0.00	1,579.78	213,127.82	213,127.82	0.00
700 - HOT CHECK FEE	18,453.61	0.00	0.00	0.00	0.00	18,453.61	18,453.61	0.00
720 - PRETRIAL INTERVENTION PROGRAM FUND	19,550.33	800.00	0.00	0.00	0.00	20,350.33	20,350.33	0.00
800 - SHERIFF'S STATE FORFEITUR	17,256.56	25.62	10.91	0.00	0.00	17,271.27	17,271.27	0.00
810 - JAIL COMMISSARY FUND	36,956.16	173.14	0.00	0.00	0.00	37,129.30	37,129.30	0.00
812 - CORONAVIRUS RELIEF FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
813 - AMERICAN RESCUE PLAN FUND	4,252,972.07	0.00	544,750.33	0.00	0.00	3,708,221.74	3,708,221.74	0.00

Treasurers Report

Date Range: 09/01/2022 - 09/30/2022

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
815 - HOMELAND SECURITY GRANT F	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
820 - D A FORFEITURE	37,071.33	17.08	0.00	0.00	0.00	37,088.41	37,088.41	0.00
830 - STATE APPORTIONMENT - DA	6,397.64	0.00	0.00	0.00	0.00	6,397.64	6,397.64	0.00
835 - STATE LONGEVITY PAY SUPPL	329.12	0.00	0.00	0.00	0.00	329.12	329.12	0.00
840 - CONST.PCT.2 STATE FORFEIT	1,063.20	0.00	0.00	0.00	0.00	1,063.20	1,063.20	0.00
842 - CONST.PCT.1 STATE FORFEIT	198.71	0.00	0.00	0.00	0.00	198.71	198.71	0.00
860 - SHERIFF FEDERAL FORFEITUR	8,039.17	0.00	0.00	0.00	0.00	8,039.17	8,039.17	0.00
862 - CDA FEDERAL FORFEITURE	60,161.83	0.00	0.00	0.00	0.00	60,161.83	60,161.83	0.00
864 - CONSTABLE 1&4 FEDERAL FOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
866 - CONSTABLE PCT 2&3 FEDERAL	325.02	0.00	0.00	0.00	0.00	325.02	325.02	0.00
881 - CHILD PROTECTIVE SERVICES	31,450.40	334.69	848.00	0.00	0.00	30,937.09	30,937.09	0.00
883 - HEALTH FUND	345,221.97	5,124.92	2,040.26	0.00	0.00	348,306.63	348,306.63	0.00
885 - AIRPORT	326,106.95	7,991.49	0.00	0.00	0.00	334,098.44	334,098.44	0.00
920 - ROAD BOND 1971	63,110.44	341.66	0.00	0.00	0.00	63,452.10	63,452.10	0.00
940 - PERMANENT IMPROVEMENT	44,618.75	256.25	0.00	0.00	0.00	44,875.00	44,875.00	0.00
950 - JAIL IMPROVEMENT FUND	472.42	0.00	0.00	0.00	0.00	472.42	472.42	0.00
968 - PANOLA COUNTY RETIREE HEA	210,567.95	267,203.80	129,925.14	0.00	0.00	347,846.61	347,846.61	0.00
972 - PAYROLL FUND	22,568.69	0.00	0.00	0.00	-930.89	23,499.58	23,499.58	0.00
974 - CHILD SUPPORT PAYMENTS/EXPERTPAY	0.04	0.00	0.00	0.00	-973.14	973.18	973.18	0.00
980 - CRIMINAL JUSTICE	34,159.41	0.00	0.00	0.00	-18,846.99	53,006.40	53,006.40	0.00
981 - CRIMINAL JUSTICE CIVIL	7,337.39	0.00	0.00	0.00	-3,648.02	10,985.41	10,985.41	0.00
982 - APPELLATE JUDICIAL FEES	937.30	0.00	0.00	0.00	-116.23	1,053.53	1,053.53	0.00
Report Total:	9,975,368.61	1,270,615.20	2,772,206.33	-2,500,000.00	1,211.62	10,972,565.86	10,972,565.86	0.00

Jon W. Reed 10-04-2022



Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - GENERAL	19,873,716.01	18,152,285.23	11,478,630.66	26,547,370.58
130 - LAW LIBRARY	87,789.48	12,688.77	7,294.56	93,183.69
140 - COUNTY JUVENILE DELINQUENCY PREVENTION FUND	164.50	0.95	0.00	165.45
150 - COURTHOUSE SECURITY	238,280.55	16,435.28	8,930.41	245,785.42
160 - RECORDS MANAGEMENT	29,703.57	1,187.83	25.73	30,865.67
162 - COUNTY & DISTRICT COURT T	7,362.18	392.32	0.00	7,754.50
165 - COURT RECORD PRESERVATION	15,478.30	169.68	0.00	15,647.98
166 - DISTRICT COURT RECORDS TECHNOLOGY	23,381.92	321.69	0.00	23,703.61
168 - DISTRICT CLERK RECORDS MANAGEMENT & PRESERVATION	9,685.12	7,034.59	0.00	16,719.71
170 - COUNTY CLERK RECORDS PRES	638,678.39	78,994.43	113,268.00	604,404.82
175 - ARCHIVE FEES	371,468.40	69,542.06	0.00	441,010.46
180 - JUSTICE COURT TECHNOLOGY	98,459.46	1,003.85	169.98	99,293.33
190 - V.I.T. INTEREST	1,788.03	8.68	464.97	1,331.74
195 - ELECTION SERVICES CONTRAC	21,841.89	3,803.68	0.00	25,645.57
200 - ROAD & BRIDGE	7,638,545.95	7,555,165.40	5,020,265.64	10,173,445.71
252 - PANOLA COUNTY AUCTION PROCEEDS	150.95	35.17	0.00	186.12
300 - FM & LATERAL	2,228,534.96	631,444.46	506,572.22	2,353,407.20
410 - SUPERVISION	39,324.32	28,213.43	28,570.13	38,967.62
420 - COMMUNITY CORRECTIONS SUPERVISION SERVICES	6,415.75	11,606.00	2,811.02	15,210.73
481 - PANOLA COUNTY CSCD ADULT DRUG COURT	31,217.95	351.04	0.00	31,568.99
520 - PANOLA JUVENILE PROBATION	52,664.63	1,113.32	0.00	53,777.95
530 - JUVENILE TITLE IV-E	137,649.40	426.40	0.00	138,075.80
540 - TJPC/ C.C.A.P. FUND	3,880.58	0.00	0.00	3,880.58
552 - REGIONAL DIVERSION ALTERNATIVES PROGRAM	0.00	0.00	0.00	0.00
555 - PRE & POST ADJUDICATION	26,264.00	0.00	0.00	26,264.00
560 - TJPC/A/183(REGULAR)	3,233.92	0.00	4,871.98	-1,638.06
580 - COMMITMENT REDUCTION PROG	7,000.00	0.00	0.00	7,000.00
582 - MENTAL HEALTH SERVICES GRANT N	5,301.00	0.00	0.00	5,301.00
585 - LOCAL MATCH FUNDING/ CALE	344,443.77	0.00	11,315.95	333,127.82
700 - HOT CHECK FEE	38,703.43	1,326.18	576.00	39,453.61
720 - PRETRIAL INTERVENTION PROGRAM FUND	15,067.53	5,309.08	0.00	20,376.61
800 - SHERIFF'S STATE FORFEITUR	50,815.01	230.41	10,751.85	40,293.57
810 - JAIL COMMISSARY FUND	33,211.05	5,450.95	1,484.76	37,177.24
813 - AMERICAN RESCUE PLAN FUND	6,453.51	4,527,206.88	818,020.21	3,715,640.18
820 - D A FORFEITURE	39,182.45	1,953.85	0.00	41,136.30
830 - STATE APPORTIONMENT - DA	1,279.79	18,396.91	13,270.80	6,405.90
835 - STATE LONGEVITY PAY SUPPL	327.66	1.88	0.00	329.54
840 - CONST.PCT.2 STATE FORFEIT	1,058.45	6.12	0.00	1,064.57
842 - CONST.PCT.1 STATE FORFEIT	197.83	1.14	0.00	198.97
860 - SHERIFF FEDERAL FORFEITUR	6,379.42	1,670.13	0.00	8,049.55
862 - CDA FEDERAL FORFEITURE	59,893.54	345.97	0.00	60,239.51
866 - CONSTABLE PCT 2&3 FEDERAL	323.58	1.86	0.00	325.44
881 - CHILD PROTECTIVE SERVICES	155,446.13	9,502.03	32,676.12	132,272.04
883 - HEALTH FUND	3,848,866.41	58,741.98	15,852.03	3,891,756.36
885 - AIRPORT	478,618.79	79,310.01	95,398.98	462,529.82
920 - ROAD BOND 1971	299,944.81	1,589.22	0.00	301,534.03
940 - PERMANENT IMPROVEMENT	235,698.61	1,234.33	0.00	236,932.94
950 - JAIL IMPROVEMENT FUND	470.31	2.72	0.00	473.03
968 - PANOLA COUNTY RETIREE HEA	35,683,816.36	1,018,006.60	1,160,128.02	35,541,694.94
974 - CHILD SUPPORT PAYMENTS/EXPERTPAY	0.04	0.00	0.00	0.04
Report Total:	72,898,179.69	32,302,512.51	19,331,350.02	85,869,342.18

THIS IS AN UNAUDITED REPORT

SIGNED: *Jennifer Stacy*

APPROVED 10-11-2022

David L. Anderson
County Judge



PANOLA COUNTY OFFICIAL / EMPLOYEE REQUEST FOR CONFERENCE

_____ ONLINE

_____ IN PERSON

NAME: Jeff Martin

POSITION: Deputy

DEPARTMENT: Sheriff's office

DATE: 9-24-2022

CONFERENCE: Building Better Shooters - Advanced Instructor Course

LOCATION: East Texas Police Academy Kilgore Texas

DATES: October 25 2022 TO October 27 2022

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 3

Does this conference meet your educational requirements for the year? yes

If not, how much of your requirements will be met by this conference? 24

How much of your requirements have been met already, not counting this conference? 40

How many days have you been away from your job this year for conferences, not counting this conference? 3

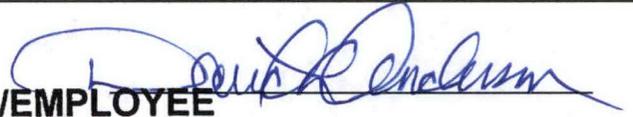
Do you have sufficient funds in your budget for this conference? Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Advanced Instructor Course - future training for deputies at PCSO.

APPROVED 10-11-2022

David L. Anderson
County Judge



**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE
AT A CONFERENCE**

NAME: Paulette Goree

POSITION: Chairperson

DEPARTMENT: _____

DATE: 10-4-2022

CONFERENCE: Texas Child Welfare Board Conf.

LOCATION: Austin, TX

DATES: 10-12 to 10-14

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: N/A

Does the conference meet your educational requirements for the year? N/A

If not, how much of your requirements will be met by this conference? N/A

How much of your requirements have been met already, not counting this conference? N/A

How many days have you been away from your job this year for conferences, not counting this conference? N/A

Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Christina Chatman

From: Paulette Goree <pbgoree@gmail.com>
Sent: Tuesday, October 4, 2022 6:07 PM
To: Christina Chatman

Gary Pearson just called to let me know that he would not be able to attend the Texas Council meeting in October. Would you like to attend in his place? The information is below. TCCWB reimburses us for the hotel and a limited amount for meals. Just let me know. Thanks!

Dear Texas Council Members:

You may now make your reservation for the October 13 and 14 meeting of the Texas Council and Annual Awards Luncheon. The meeting will be at the Holiday Inn Midtown at 6000 Middle Fiskville Road, Austin, Tx 78752. There is surface parking.

The room rate for October 12 and 13 is \$129 plus applicable taxes for a total of \$151.47 which includes complimentary breakfast. Reservations should be made directly with the hotel at 512-451-5757 or 888-300-6273. When calling please refer to the group name of Texas Council of Child Welfare Boards, group block code TXC. The cutoff date for our block of rooms is Monday, September 26, 2022. All reservations must be guaranteed by credit card or first night deposit. Reservations must be canceled by 4:00 PM, 24 hours before the date of arrival or the first night of the stay will be charged.

I look forward to seeing you in Austin.

George Ford

Executive Director

Texas Council of Child Welfare Boards

281-436-7303

Barbara Long
SVP & Audit Manager
VeraBank, N.A.
P: 903-657-8521 EXT. 6414 | 877-566-2621
M: 903-658-3460 | F: 903-657-4326
E: blong@verabank.com | W: verabank.com
A: 2320 U.S. Highway 79 South , Henderson , TX 75654

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I would love to go! Will go ahead and book trip when I get home

Show quoted text

Me too! Will be taking our secretary with me but she will pay her own expenses.

Show quoted text

Show quoted text

Here is the invitation I received from region 4 president. If you need more information please let me know. Tks

Show quoted text

APPROVED 10-11-2022

David L. Anderson
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE

REQUEST FOR ATTENDANCE

AT A CONFERENCE



NAME: Gloria Adams

POSITION: Secretary

DEPARTMENT: _____

DATE: 10-4-2022

CONFERENCE: Texas Child Welfare Board Conf

LOCATION: Austin, TX

DATES: 10-12-2022 to 10-14-2022

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: N/A

Does the conference meet your educational requirements for the year? N/A

If not, how much of your requirements will be met by this conference? N/A

How much of your requirements have been met already, not counting this conference? N/A

How many days have you been away from your job this year for conferences, not counting this conference? N/A

Do you have sufficient funds in your budget for this conference? Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Christina Chatman

From: Paulette Goree <pbgoree@gmail.com>
Sent: Tuesday, October 4, 2022 6:07 PM
To: Christina Chatman

Gary Pearson just called to let me know that he would not be able to attend the Texas Council meeting in October. Would you like to attend in his place? The information is below. TCCWB reimburses us for the hotel and a limited amount for meals. Just let me know. Thanks!

Dear Texas Council Members:

You may now make your reservation for the October 13 and 14 meeting of the Texas Council and Annual Awards Luncheon. The meeting will be at the Holiday Inn Midtown at 6000 Middle Fiskville Road, Austin, Tx 78752. There is surface parking.

The room rate for October 12 and 13 is \$129 plus applicable taxes for a total of \$151.47 which includes complimentary breakfast. Reservations should be made directly with the hotel at 512-451-5757 or 888-300-6273. When calling please refer to the group name of Texas Council of Child Welfare Boards, group block code TXC. The cutoff date for our block of rooms is Monday, September 26, 2022. All reservations must be guaranteed by credit card or first night deposit. Reservations must be canceled by 4:00 PM, 24 hours before the date of arrival or the first night of the stay will be charged.

I look forward to seeing you in Austin.

George Ford

Executive Director

Texas Council of Child Welfare Boards

281-436-7303

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I would love to go! Will go ahead and book trip when I get home

Show quoted text

Me too! Will be taking our secretary with me but she will pay her own expenses.

Show quoted text

Show quoted text

Here is the invitation I received from region 4 president. If you need more information please let me know. Tks

Show quoted text

