



## COMMISSIONERS COURT OF BRAZORIA COUNTY

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**ORDER NO. I.13.**

**5/13/2025**

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**Award RFSQ #25-34 Construction Engineering and Inspection and Material Testing Services**

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Upon successful negotiations, approval to award "RFSQ #25-34 Construction Engineering and Inspection and Material Testing Services for Follets Island Dune Restoration Phase 2 Blue Water Highway Dunes Project" to ATSER, LP of Houston, Texas, who submitted the highest ranked responsive proposal based upon our specifications and scope of work, in the amount of \$208,177.00.

In addition, expenditure for the project will utilize Senate Bill 8 (SB8) of the 87<sup>th</sup> Texas Legislature Third Session, which allocated Coronavirus State and Local Fiscal Recovery Funds (SLFRF) received by the State of Texas under the American Rescue Plan Act (ARPA) to the General Land Office (GLO) for use by the GLO.

Further, that the County Judge is authorized to sign any documents or amendments related to this agreement; and that the final documents be authorized to attach to the Minutes.

#### ITB #25-34 Award Summary

A total of two thousand twenty-one (2021) vendors were notified of the solicitation, which was posted in the Bonfire electronic procurement portal, as well as posted on the Electronic Business Daily (ESBD) website and advertised in the Facts. There were sixty-four (64) document takers resulting in six (6) submissions.

Upon recommendation of the evaluation committee, award "RFSQ #25-34 Construction Engineering and Inspection and Material Testing Services for Follets Island Dune Restoration Phase 2 Blue Water Highway Dunes Project" to ATSER, LP of Houston, Texas who submitted the highest ranked responsive proposal in the amount of \$208,177.00.

#### Evaluation Committee:

Commissioner Jay Burrige, Commissioner Precinct 1  
Wael Tabara, Assistant County Engineer  
Bryan Frazier, Parks Director  
Jessica Romero, Auditor's Office  
Natasha Stulberg, Purchasing Department (non-voting member)



**CERTIFIED COPY  
BRAZORIA COUNTY COMMISSIONERS COURT**

**ORDER NO.H.29.**

**RATIFY GENERAL LAND OFFICE CONTRACT NO.  
22-198-000-D623**

The Court approves and ratifies Amendment No. 2 to General Land Office Contract No. 22-198-000-D623 pertaining to the \$5,000,000.00 awarded to the County for the Follets Island Dune Restoration Project. This Amendment No. 2 revises the contract termination date to May 1, 2026.

Further, County Judge's signature is ratified and approved for Amendment No. 2.

Further, a copy of this Order be sent to Commissioner Burrige, County Engineer's Office and the Floodplain Department.

<b>RESULT:</b>	<b>PASSED</b>
<b>MOVER:</b>	Ryan Cade
<b>SECONDER:</b>	David R. Linder
<b>AYES:</b>	Judge Sebesta Jr., Commissioner Cade, Commissioner Adams, and Commissioner Linder

STATE OF TEXAS     §

COUNTY OF BRAZORIA   §

I, Joyce Hudman, Clerk County Court and Ex-Officio Clerk of the Commissioners Court of Brazoria County, Texas, do hereby certify that the foregoing is a true and correct copy of that certain:

**ORDER NO.H.29.**

**RATIFY GENERAL LAND OFFICE CONTRACT NO.  
22-198-000-D623**

as passed by the Commissioners Court on the 18th day of November, A.D., 2025, and as the same appear(s) in the Commissioners Court Records of Brazoria County, Texas.

**GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 19th day of November, A.D., 2025.**

JOYCE HUDMAN, Clerk County Court  
and Ex-Officio Member of the Commissioners  
Court of Brazoria County, Texas

By: C. Cromeans  
C. Cromeans, Deputy





**AMENDMENT NO. 2 TO  
GLO CONTRACT NO. 22-198-000-D623**

**THE GENERAL LAND OFFICE** (the "GLO") and **BRAZORIA COUNTY** ("Local Government"), each a "Party" and collectively "the Parties" to GLO Contract No. 22-198-000-D623 (the "Contract"), desire to amend the Contract. Therefore, the parties agree as follows:

1. **SECTION 1.02 i)** is deleted in its entirety and replaced with the following:
  - " i) In the event of conflicts or inconsistencies between this Contract, its Attachments, federal and state requirements, and any documents incorporated herein by reference, such conflicts or inconsistencies shall be resolved by reference to the documents in the following order of priority: all applicable laws, rules, and regulations; the signed Contract; **Attachment A, Attachment C, Attachment B, and Attachment D.**"
2. **SECTION 1.03 a)** is deleted in its entirety and replaced with the following:

**"1.03 PROJECT**

  - a) Local Government shall maintain the number of linear feet of beach and dunes along the Bluewater Highway and Beach Access Road Five (the "Project") as agreed between the GLO and the Local Government. The GLO shall provide funding to Local Government for it to carry out the Project, as authorized by SB8."
3. **SECTION 2.01** of the Contract is amended to reflect a termination date of May 1, 2026.
4. **ATTACHMENT D** to the Contract, **WORK PLAN, BUDGET, AND MAP**, is incorporated herein in its entirety for all purposes. Any reference to "Work Plan" is hereby replaced with "Work Plan, Budget, and Map."
5. This Amendment shall be effective upon the date of last signature.
6. The terms and conditions of the Contract not amended herein shall remain in force and effect.

**SIGNATURE PAGE FOLLOWS**

**SIGNATURE PAGE FOR AMENDMENT NO. 2 TO  
GLO CONTRACT No. 22-198-000-D623**

**GENERAL LAND OFFICE**

**BRAZORIA COUNTY**

Signed by:  
Jennifer G Jones  
E70CDF09B56540E...

DocuSigned by:  
Matt Sebesta, Jr.  
7158A8A7BC4B414...

Jennifer G. Jones

Name: Matt Sebesta, Jr.

Chief Clerk and Deputy Land Commissioner

Title: Brazoria County Judge

Date of execution: 11/3/2025

Date of execution: 11/3/2025

OGC JG

PM CKP

DIR JM

DGC MB

GC JG

DCC AS

**ATTACHED TO THIS AMENDMENT:**

**ATTACHMENT D: WORK PLAN, BUDGET AND MAP**

## **WORK PLAN, BUDGET, AND MAP**

### **Brazoria County SB-8 Dune Restoration Project**

1. To address dune restoration along approximately 5,945 linear feet along the Right of Way of the Bluewater and Beach Access Road Five in Brazoria County, the GLO shall:
  - a) Provide technical guidance to Brazoria County.
  - b) Confer with Brazoria County on the location and extent of the project area/scope of work.
  - c) Provide timely comments or approval of reimbursement request submittals.
  - d) Participate in meetings and decision-making processes, if requested.
  - e) Provide a financial point of contact.
  - f) Review proof of disbursements, project update reports, and financial summary reports.
  - g) Provide replenishment advances to Brazoria County, as proof of disbursements are provided and approved, up to the Total Project Cost in the budget below.
  - h) Coordinate with the Office of the Governor to ensure the project and documents meet auditing standards.
  
2. As lead project manager Brazoria County shall:
  - a) Confer and cooperate with the GLO to delineate and document the exact location and extent of the project area and any changes in scope or amendments.
  - b) Consult with the GLO regarding any important meetings and decision-making processes.
  - c) Apply for, hold, and maintain (if acquired) all required permits, leases, and other authorizations necessary for the project, and ensure compliance with all general and special conditions contained therein.
  - d) Comply with the Dune Protection Act and continued coordination with the GLO's Beach and Dune Program.
  - e) Submit to GLO a copy of all contracts under which Brazoria County will seek advanced payment or reimbursement, for allowable expenses.
  - f) Provide documentation for expenditures by Brazoria County as described in the budget below.
  - g) Provide the GLO with an estimated timeline for completion of the project and regular updates on project progress.
  - h) Serve as the point of contact for communication with the engineering and construction contractor(s), and any other contracted entities under the terms of QPP's respective contracts. This does not restrict or preclude communication of a general nature between the GLO and Brazoria County's contracted entities during the course of the project.
  - i) Serve as the source for all media advisories, inquiries, and press releases regarding the Project and advise GLO in a timely manner of any inquiries made about the Project.
  - j) Provide a financial point of contact.
  - k) Comply with all federal, State, and local regulations, where applicable.

- l) Provide a Cover Sheet, Project Update Report, and Financial Summary Report to the GLO, with all accompanying backup documentation required or requested as proof for disbursement requests. Submit a final project completion report summarizing all financial expenditures, deliverables received, and project timeline to the GLO upon 60 days of project closeout. The GLO will provide templates for reporting formats.
- m) Submit Proof of Disbursements and Requests for Replenishment of Advanced Funds monthly, if expenditures are made during the month.
  - i. Disbursements for allowable expenses as described in the budget must be accompanied by a Cover Letter, Progress Update Report, and proof of any deliverables provided during the service period. Proof of Disbursements must be supported by invoices, actual receipts, cancelled checks, or such other documentation that, in the judgment of the GLO, substantiates the expenditures. A Financial Summary Form must be provided. Proof of disbursement shall be sent to the designated GLO project manager(s). Failure to comply with this requirement may, at the sole discretion of the GLO, result in a Project delay or cessation of work. Any costs incurred resulting from failure to comply with proof of disbursement requirements is the responsibility of Brazoria County.
  - ii. Requests for Replenishment of Advanced Funds will be allowable up to the total expected cost of the project. As Brazoria County has already been advanced \$1,500,000.00, the GLO will allow replenishment of the remaining advance based on the amounts provided in the Proof of Disbursement packages. The additional amount to be advanced shall not exceed total additional contractual costs supplied to the GLO or as laid out in the final budget less the original advance amount of \$1,500,000.00.
  - iii. Return any remaining advanced funds in Brazoria County's possession to GLO no later than 60 days after the completion of the project or May 1, 2026, whichever date comes first.

**BUDGET**  
**Brazoria County SB-8 Dune Restoration Project**

<b>CONTRACTUAL</b>	<b>AMOUNT</b>
Final design, bid assistance, construction oversight, and construction of dune restoration in Brazoria County	\$5,000,000.00
<b>TOTAL PROJECT COST NOT TO EXCEED</b>	<b>\$5,000,000.00</b>

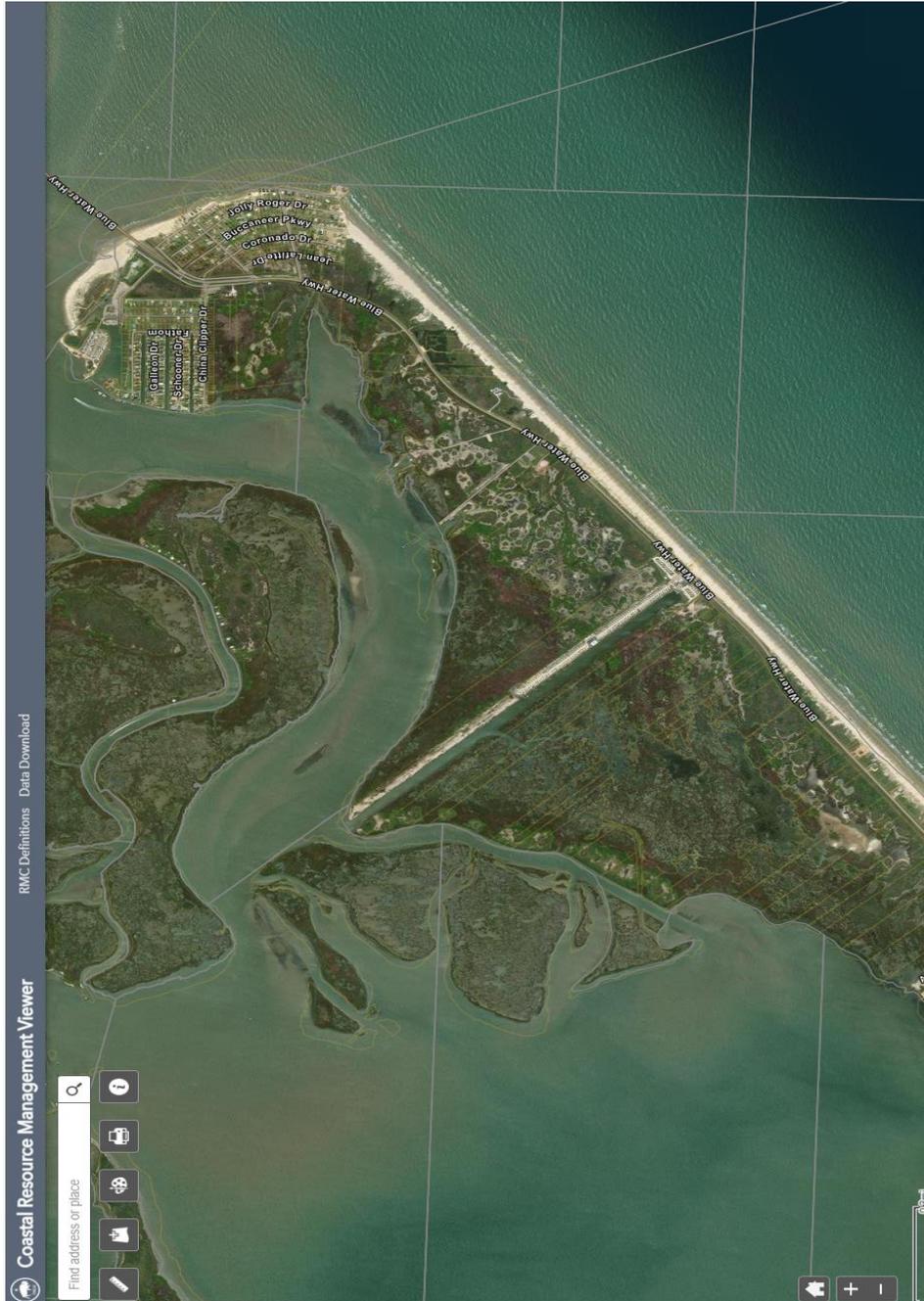
**COST SHARING SUMMARY**

*\*Any additional costs beyond the original advance of \$1,500,000.00 and replenishment of funds of \$1,178,157.50 will be completed through reimbursement requests to the GLO from Brazoria County in an amount not to exceed \$5,000,000.00.*

<b>Description</b>	<b>Contractor</b>	<b>Amount</b>
In-house Labor	Brazoria County Engineers	\$125,000.00
Grant Administrator	Carr, Riggs and Ingram, LLC	\$225,000.00
Engineer	DE Corp	\$493,232.50
Engineer	Atser, LP.	\$260,221.25
Construction Contractor	RES, LLC.	\$1,574,703.75
<b>Total:</b>		\$2,678,157.50
<b>Brazoria County Advanced Funds:</b>		\$1,500,000.00*
<b>*Available Replenishment of Advanced Funds:</b>		\$1,178,157.50

# MAP

## Brazoria County SB-8 Dune Restoration Project





# SUPPORTING DOCUMENTS



# TEXAS GENERAL LAND OFFICE

## DRAFTING REQUEST FORM

You are listed as a Project Manager for a Base Grant that is either expiring or the Contract Management Division (CMD) has been asked to initiate an amendment on. Please select one of the following options:

- Option 1: Approved to Expire       Option 2: Amendment Required

**If Option 1:**

Thank you! You may now save this document and return it to the assigned Contract Manager. Please send it by replying to the original email, so that the document is brought back into CMD's Contract Lifecycle Management (CLM) system.

**If Option 2:**

Please complete the information in the highlighted sections below and review the data on the final page for any necessary changes to CMD's data. Once complete, please save this document and return it to the assigned Contract Manager. Please send it by selecting Reply All in a reply to the original email so that the document will be brought back into CLM and the Contract Manager will be notified.

### Amendment Information

Please provide the information listed below.

#### 1. PM Information

Please Provide the Name of the Person Preparing this form below:

Name: \_\_\_\_\_ Kelly Brooks \_\_\_\_\_

Title: \_\_\_\_\_ CEPRA Program Manager \_\_\_\_\_

Date: \_\_\_\_\_ 9.26.2025 \_\_\_\_\_

#### 2. Reason for the amendment:

Provide a brief description of what specifically needs changed:
Adjusting scope of linear footage to increase. Still below max amount approved by Legislature. Add finalized Work Plan, Budget, and Map as Attachment D. Decrease expiration date.
Provide a brief reason why the change is necessary:
Contract states that any changes must be made via amendment past the 1.5 million advance

#### 3. If adding or changing time, complete this information:

What is the new termination date?	5.01.2026
Provide an explanation as to why the current termination date cannot be met:	
Need to reduce the current termination date from 12.31.2026 to 5.01.2026 due to requirements FINMAN GLO has with Office of Governor	
Provide a brief plan that assures the contract can be completed by the requested termination date:	

Brazoria County is currently in construction and will have finalized in time to meet new deadline

**4. If amending the dollar value, complete this information:**

Requisition Number:		
Current Dollar Value:	\$5,000,000.00	A
Change of Funds:		B

Add the values from A and B. Insert new value below.

New Total (A+B):	
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Divide B by A and then multiply by 100. Insert percentage below.

Percent of Change:	
--------------------	--

Percent of change is greater than 10%, place an x in the box that best represents the reason for the change.

<input type="checkbox"/>	Extension/Renewal of contract based on agency convenience	<input type="checkbox"/>	Extension of contract schedule due to VENDOR non-performance
<input type="checkbox"/>	Force Majeure/Act of God	<input type="checkbox"/>	Request by VENDOR with scope increase
<input type="checkbox"/>	Accommodate changes in third party (State/Federal) standards	<input type="checkbox"/>	Error/Omission in Original Design caused by AGENCY
<input type="checkbox"/>	Request by AGENCY with scope increase	<input type="checkbox"/>	Error/Omission in Original Design caused by NEITHER
<input type="checkbox"/>	Request by AGENCY without scope increase	<input type="checkbox"/>	Error/Omission in Original Design caused by VENDOR
<input type="checkbox"/>	Request by AGENCY to Update/Enhance Technology	<input type="checkbox"/>	Other/Not Applicable - Data Entry Collection
<input type="checkbox"/>	Other/Not Applicable - Legislative Allocation	<input type="checkbox"/>	Other/Not Applicable - Subrecipient Allocation

(Note: CMD reserves the right to, following discussions with the PM, modify the selected reason code.)

**5. Review Data**

Please review the data on page 3 and notate any necessary changes below:

## CLM Data Validation

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### CONTRACT DATA

Division Name: **Coastal Protection**

Contract Number: **22-198-000-D623**

Work Order Number: D623

Program Area Project Number: Beach Dune

Current Expiration: 12/31/2026

Current Value: \$5,000,000.00

Is insurance Required: Self-Insurance by Governmental Units, Chapter 2259 Tex. Gov't. Code

Insurance Expires: 01/01/1900

Was retainage required? No

If yes, the percentage required: 0%

Does this use Federal funds? Yes

Federal Award Number(s): 2021-CS-2017

CFDA(s): 21.027 Coronavirus State Fiscal Recovery Fund

Research and Development? No

Was a Notice to Proceed (NTP) required? No

Date it was issued:

Purchase Order Number(s): EP021218;EP021780;021780

### COMPANY DATA

Vendor or Subrecipient Name: Brazoria County

Address: 111 East Locust Street.

City: Angleton State: Texas Zip: 77515-4664

Phone Number: (979) 849-5711

Website: <http://brazoriacountytx.gov/home>

Texas Identification Number: 17460000445

UEID: N1GLHP8EWH9 Cage: 3ZKW6

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External Project Manager Name: Susan Serrano

Email: [sserano@brazoriacountytx.gov](mailto:sserano@brazoriacountytx.gov)

Phone:

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Signatory Name: Matt Sebesta, Jr.

Email: [Matts@brazoria-county.com](mailto:Matts@brazoria-county.com)

Phone: (979) 849-1200

**From:** [Sandra Radosavljevic](#)  
**To:** [Kelly Brooks](#)  
**Subject:** RE: 22-198-000-D623 A2  
**Date:** Tuesday, September 30, 2025 9:45:00 AM  
**Attachments:** [image002.png](#)

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I'm working on your request for A2 to D623 and need some help:

The Attachment A budget shows a NTE of \$2,678,157.50 while the contract shows NTE as \$5M:

- a) Subject to the terms and conditions of this Contract, the GLO shall issue the Subaward to Local Government, in an amount not to exceed \$5,000,000.00, payable as an initial advance installment of \$1,500,000.00 (the "Initial Installment") and thereafter as reimbursements of allowable expenses incurred by Local Government.

The budget needs to account for the full \$5M even though it will be paid in installments – or we need to amend the contract to lower the NTE.

I revised the Att A to incorporate the map from the county as you asked. Please review and let me know. Also, please revise the budget before returning it to me.

Thanks, Sandra

---

**From:** Sandra Radosavljevic  
**Sent:** Friday, September 26, 2025 3:17 PM  
**To:** Kelly Brooks <[Kelly.Brooks@glo.texas.gov](mailto:Kelly.Brooks@glo.texas.gov)>  
**Subject:** RE: DRF 22-198-000-D623 A2

Thanks for the DRF. The RIS on the other email was an old version, from Kevin for A1. I need one to request /describe the changes needed for A2 please.

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**From:** Kelly Brooks <[Kelly.Brooks@glo.texas.gov](mailto:Kelly.Brooks@glo.texas.gov)>  
**Sent:** Friday, September 26, 2025 2:29 PM  
**To:** Sandra Radosavljevic (Texas General Land Office (GLO)) <[m-4gtasa4a6xdokxcx6lgr7f62ecipf4blz7uzxp5srzpsuzkuwana@app1mail.novatuscontracts.com](mailto:m-4gtasa4a6xdokxcx6lgr7f62ecipf4blz7uzxp5srzpsuzkuwana@app1mail.novatuscontracts.com)>  
**Cc:** Sandra Radosavljevic <[Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)>  
**Subject:** RE: DRF 22-198-000-D623 A2

Here you go Sandra. I thought I provided the RIS with the other docs?

=====

**From:** Kelly Brooks [Kelly.Brooks@glo.texas.gov](mailto:Kelly.Brooks@glo.texas.gov)  
**Sent:** Thursday, September 25, 2025 3:23 PM  
**To:** Sandra Radosavljevic [Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)  
**Subject:** Brazoria County RUSH SB8 Project Amendment Workplan Revision Amendment #1

Sandra,

Please see the attached workplan revision for the SB8 Brazoria County Dune Restoration Project. I

would prefer to use their sketch provided for the project area and remove mine if possible. This method of replenishing their advanced funds has been approved by Exec.

K

=====

**From:** [Sandra Radosavljevic](#)  
**To:** [Traci Cotton](#); [Jeff Fazio](#)  
**Subject:** RE: Upcoming RUSH Request [ 22-198-000-D623 A2 ]  
**Date:** Friday, August 22, 2025 8:39:28 AM  
**Attachments:** [image001.png](#)

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Good morning – clarification on the situation:

- GLO received \$5M in funds from the Legislature, to reimburse Brazoria County for work repairing and maintaining beach, dunes, and a beach access road.
- The subrecipient agreement (D623) specifies “approximately 4,600 feet” in two places.
- The project is ongoing and is under budget.
- The county wants to maximize the benefit from the allocated funds, by extending the work zone.
- The contractor is on site and anticipates completing the current number of feet by 8/31/25.
- The County wants an amendment to change the “approximate” number of feet to “number of feet agreed to by GLO and Brazoria County.” This will provide flexibility to fully expend the allocated funds, and maximize the benefits of the project.
- The contractor will demobilize shortly after the current 4,600 feet of work is completed, unless there is an amendment. If de-mob occurs, the County will incur a new mobilization and second demobilization fee in the future.

The Coastal PM said she hasn’t received everything necessary from the County, but I’m ready to task forward the amendment (for Rush processing) as soon as the submittal is provided.

I will leave the amendment assigned to Jeff, as noted below. Please let me know if you have any questions regarding the above.

Best Regards, Sandra

---

**From:** Traci Cotton <Traci.Cotton@glo.texas.gov>  
**Sent:** Thursday, August 21, 2025 2:43 PM  
**To:** Jeff Fazio <Jeff.Fazio@glo.texas.gov>  
**Cc:** Sandra Radosavljevic <Sandra.Radosavljevic@GLO.TEXAS.GOV>  
**Subject:** RE: Upcoming RUSH Request [ 22-198-000-D623 A2 ]

Got it – & that stumped me as well – I think it is like instead of vendor laying 5 feet of sand, the amendment will call for vendor laying 10 feet of sand.

Traci Cotton | Attorney | General Law  
Office of General Counsel | Texas General Land Office  
Phone: (512) 463-6555 | Email: [traci.cotton@glo.texas.gov](mailto:traci.cotton@glo.texas.gov)

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**From:** Jeff Fazio <[Jeff.Fazio@glo.texas.gov](mailto:Jeff.Fazio@glo.texas.gov)>  
**Sent:** Thursday, August 21, 2025 2:34 PM  
**To:** Traci Cotton <[Traci.Cotton@glo.texas.gov](mailto:Traci.Cotton@glo.texas.gov)>  
**Cc:** Sandra Radosavljevic <[Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)>  
**Subject:** RE: Upcoming RUSH Request [ 22-198-000-D623 A2 ]

No, I'll keep it – you have plenty on your plate.

I don't understand what "distance of the work" means below. This is not a change to a Deliverable due date, right? Because that would not require an amendment.



**Jeffrey D. Fazio**  
General Law & Employment Attorney  
Office of General Counsel  
Texas General Land Office | Commissioner Dawn Buckingham, M.D.  
Office: (512) 463-5232

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**From:** Traci Cotton <[Traci.Cotton@glo.texas.gov](mailto:Traci.Cotton@glo.texas.gov)>  
**Sent:** Thursday, August 21, 2025 2:08 PM  
**To:** Jeff Fazio <[Jeff.Fazio@glo.texas.gov](mailto:Jeff.Fazio@glo.texas.gov)>  
**Cc:** Sandra Radosavljevic <[Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)>  
**Subject:** FW: Upcoming RUSH Request [ 22-198-000-D623 A2 ]  
**Importance:** High

This will be a rush amendment when it gets to OGC in the flow. Do you want Sandra to

assign to me or you?

Traci Cotton | Attorney | General Law  
Office of General Counsel | Texas General Land Office  
Phone: (512) 463-6555 | Email: [traci.cotton@glo.texas.gov](mailto:traci.cotton@glo.texas.gov)

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**From:** Julie McEntire <[Julie.McEntire@GLO.TEXAS.GOV](mailto:Julie.McEntire@GLO.TEXAS.GOV)>  
**Sent:** Friday, August 15, 2025 9:37 AM  
**To:** Sandra Radosavljevic <[Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)>; Traci Cotton <[Traci.Cotton@glo.texas.gov](mailto:Traci.Cotton@glo.texas.gov)>  
**Cc:** Kelly Brooks <[Kelly.Brooks@glo.texas.gov](mailto:Kelly.Brooks@glo.texas.gov)>; Clay Sebek <[clay.sebek@glo.texas.gov](mailto:clay.sebek@glo.texas.gov)>  
**Subject:** RE: Upcoming RUSH Request [ 22-198-000-D623 A2 ]

Thanks Sandra! We'll get this rolling once Kelly gets what she needs from the project partner.

Julie McEntire  
Director, Grant Programs  
Texas General Land Office  
512-475-0216  
[Julie.mcentire@glo.texas.gov](mailto:Julie.mcentire@glo.texas.gov)  
Commissioner Dawn Buckingham, M.D.

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**From:** Sandra Radosavljevic <[Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)>  
**Sent:** Friday, August 15, 2025 7:59 AM  
**To:** Julie McEntire <[Julie.McEntire@GLO.TEXAS.GOV](mailto:Julie.McEntire@GLO.TEXAS.GOV)>; Traci Cotton <[Traci.Cotton@glo.texas.gov](mailto:Traci.Cotton@glo.texas.gov)>  
**Cc:** Kelly Brooks <[Kelly.Brooks@glo.texas.gov](mailto:Kelly.Brooks@glo.texas.gov)>; Clay Sebek <[clay.sebek@glo.texas.gov](mailto:clay.sebek@glo.texas.gov)>  
**Subject:** RE: Upcoming RUSH Request [ 22-198-000-D623 A2 ]

Good Morning Julie – I've created the CLM record and sent Kelly a DRF for 22-198-000-D623 A2.

I understand this will amend the distance of the work, not the length of time for the contract or the NTE.

This email is Coastal's Rush request, so no need for anything additional related to that. I'm ready to process as a rush, as soon as I get the amendment documents.

Traci – this is currently assigned to Jeff Fazio (as part of the auto-transfer from Andres earlier this FY). Please let me know if A2 should route to you instead.

Thanks, Sandra

---

**From:** Julie McEntire <[Julie.McEntire@GLO.TEXAS.GOV](mailto:Julie.McEntire@GLO.TEXAS.GOV)>

**Sent:** Thursday, August 14, 2025 2:57 PM

**To:** Sandra Radosavljevic <[Sandra.Radosavljevic@GLO.TEXAS.GOV](mailto:Sandra.Radosavljevic@GLO.TEXAS.GOV)>; Clay Sebek <[clay.sebek@glo.texas.gov](mailto:clay.sebek@glo.texas.gov)>; Traci Cotton <[Traci.Cotton@glo.texas.gov](mailto:Traci.Cotton@glo.texas.gov)>

**Cc:** Kelly Brooks <[Kelly.Brooks@glo.texas.gov](mailto:Kelly.Brooks@glo.texas.gov)>

**Subject:** Upcoming RUSH Request

Hi Sandra, Clay, and Traci,

I know it's a crazy time of the year, but I wanted to give you a heads up that a RUSH request will be coming to you soon. This one will be for 22-198-000-D623 with Brazoria County. They need to extend the length of their project and our GLO contract says all material changes can only be made by amendment. They are mobilized and working now so the amendment is needed to ensure they don't incur unnecessary mob/demob costs. Kelly will be sending over the amendment documents as soon as she receives them from the County.

Let me know if you have any questions.

Thanks,

Julie McEntire

Director, Grant Programs

Texas General Land Office

512-475-0216

[Julie.mcentire@glo.texas.gov](mailto:Julie.mcentire@glo.texas.gov)

Commissioner Dawn Buckingham, M.D.

## Certificate Of Completion

Envelope Id: 07B7224F-7C98-46EC-B94A-BBE4A25A1ACD  
Subject: RUSH \$0 Amendment No. 2: 22-198-000-D623 Brazoria County (Texas GLO)  
Source Envelope:  
Document Pages: 17  
Certificate Pages: 5  
AutoNav: Enabled  
Envelopeld Stamping: Enabled  
Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed

Envelope Originator:  
Adrianna Segura  
1700 Congress Ave  
Austin, TX 78701  
adrianna.segura@glo.texas.gov  
IP Address: 136.226.12.62

## Record Tracking

Status: Original  
10/28/2025 7:09:22 AM

Holder: Adrianna Segura  
adrianna.segura@glo.texas.gov

Location: DocuSign

## Signer Events

Jeff Fazio  
Jeff.Fazio@glo.texas.gov  
General Law Attorney  
Security Level: Email, Account Authentication  
(None)

## Signature

<sup>Initial</sup>

Signature Adoption: Pre-selected Style  
Using IP Address: 136.226.12.187

## Timestamp

Sent: 10/28/2025 11:19:02 AM  
Viewed: 10/28/2025 12:29:38 PM  
Signed: 10/28/2025 12:49:31 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign

Kelly Brooks  
kelly.brooks@glo.texas.gov  
Project Manager  
Texas General Land Office  
Security Level: Email, Account Authentication  
(None)

<sup>DS</sup>

Signature Adoption: Drawn on Device  
Using IP Address: 136.226.13.52

Sent: 10/28/2025 12:49:33 PM  
Viewed: 10/28/2025 1:02:38 PM  
Signed: 10/28/2025 1:02:47 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign

Julie McEntire  
Julie.McEntire@glo.texas.gov  
Director of Grant Programs  
Texas General Land Office  
Security Level: Email, Account Authentication  
(None)

<sup>DS</sup>

Signature Adoption: Drawn on Device  
Using IP Address: 136.226.20.91

Sent: 10/28/2025 1:02:51 PM  
Viewed: 10/28/2025 1:46:40 PM  
Signed: 10/28/2025 1:47:16 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign

Marc Barenblat  
marc.barenblat@glo.texas.gov  
Deputy General Counsel  
Texas General Land Office  
Security Level: Email, Account Authentication  
(None)

<sup>DS</sup>

Signature Adoption: Pre-selected Style  
Using IP Address: 136.226.12.179

Sent: 10/28/2025 1:47:20 PM  
Viewed: 10/28/2025 2:08:58 PM  
Signed: 10/28/2025 2:13:32 PM

**Electronic Record and Signature Disclosure:**  
Not Offered via Docusign



Carbon Copy Events	Status	Timestamp
<p>CMD Drafting Requests draftingrequests@GLO.TEXAS.GOV Texas General Land Office Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/28/2025 7:35:19 AM
<p>Kelly McBride kelly.mcbride@glo.texas.gov Director of CMD Texas General Land Office Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/28/2025 7:35:20 AM
<p>Adrianna Segura adrianna.segura@glo.texas.gov Contract Specialist IV Texas General Land Office Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/28/2025 7:35:20 AM
<p>Clay Sebek clay.sebek@glo.texas.gov Team Lead, General Contracts, CTCM, CTCD Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 10/28/2025 7:35:20 AM Resent: 10/28/2025 11:19:00 AM</p>
<p>Andrea Walmus Andrea.Walmus@glo.texas.gov Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/28/2025 1:02:49 PM
<p>Yolanda Moten Yolanda.Moten@glo.texas.gov Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	Sent: 10/28/2025 1:02:50 PM
<p>Angela Sunley angela.sunley@glo.texas.gov Sr. Director Texas General Land Office Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<div style="border: 2px solid blue; padding: 5px; font-weight: bold; color: blue; font-size: 1.2em;">COPIED</div>	<p>Sent: 10/28/2025 1:47:18 PM Viewed: 10/28/2025 1:49:31 PM</p>

Carbon Copy Events	Status	Timestamp
David Green david.green@glo.texas.gov Legal Services Texas General Land Office Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/28/2025 1:47:19 PM Viewed: 10/28/2025 1:47:51 PM
Susan Serrano sserano@brazoriacountytx.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 10/28/2025 5:19:51 PM
HUB HUB@glo.texas.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/3/2025 10:22:28 AM
Payton Ray payton.ray@glo.texas.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/3/2025 10:22:29 AM
Thao Linh Phan Linh.Phan@glo.texas.gov Purchaser CTCD, CTCM Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/3/2025 10:22:30 AM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	10/28/2025 7:35:20 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:18:59 AM
Envelope Updated	Security Checked	10/28/2025 11:19:00 AM
Envelope Updated	Security Checked	10/28/2025 11:19:00 AM
Envelope Updated	Security Checked	10/28/2025 11:19:00 AM
Envelope Updated	Security Checked	10/28/2025 11:19:00 AM
Envelope Updated	Security Checked	10/28/2025 11:19:00 AM
Certified Delivered	Security Checked	11/3/2025 10:21:00 AM
Signing Complete	Security Checked	11/3/2025 10:22:26 AM
Completed	Security Checked	11/3/2025 10:22:30 AM

**Payment Events**

**Status**

**Timestamps**