

**COUNTY OF HIDALGO
PURCHASING DEPARTMENT
AGENDA REQUEST FORM**

Date: September 12, 2006 Meeting Date Request: September 19, 2006
Deadline for Action: A.S.A.P. Contact Person: Martha L. Salazar / Priscilla Torres
Hidalgo County Purchasing for:
Department: IT Department Phone: (956) 318-2626 Fax: (956) 318-2629

Martha L. Salazar, CPPB, Hidalgo County Purchasing Agent:

Caption:

The Purchasing Department does not participate in the acquisition or purchase of goods/services presented under this caption. The Purchasing Department merely facilitates the placement of such items since they deal with the procurement related issues.

Department/Programs and Vendors are all advised that acquisition of goods and/or services must be done in accordance with applicable laws/statutes and Hidalgo County Purchasing Policies and Procedures.

A. Presentation by for discussion, consideration, acceptance and approval of claims/invoices with authority for auditor to issue payment for the items detailed in "Exhibit A" as attached hereto.

1. IT Department for Waukesha-Pearce Industries, Inc. in the total amount of \$363.85 for an emergency service call to a generator. Purchase Order was overlooked, and was not requested. Requesting approval pending line item transfer.

Background:

Budgetary Impact:

(Briefly summarize your request, if needed, use separate sheet(s) or attach supporting documentation)

Please initial for approval: Funds available: Acct. # See Attached as per Stephanie Palacios, IT

Legal Counsel: _____ Budget: _____ Human Resources: _____ Auditor: _____

Dept./Fund No. _____ Amt. Expended: \$ _____ Funds/Staffing Budgeted: Yes: _____ No: _____

Account Code: _____ Impact on Future Budget: Yes: _____ No: _____

Purchasing Dept. Staff submitting ARF: _____ Ext.# _____

Comments:

Action taken by Commissioner's Court:

Approved _____ Tabled _____ Denied _____ Motion made by _____ Seconded _____ Vote _____

COUNTY WIDE AGENDA CLAIMS

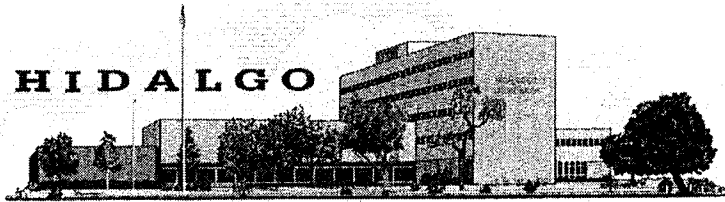
EXHIBIT "A"

09/19/2006

<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>
1.IT Department	Waukeesha-Pearce Ind.	\$ 300.60	6-1100-415-00-200-002-0-431
	Waukeesha-Pearce Ind.	<u>\$ 63.25</u>	6-1100-415-00-200-002-0-890
2006 Invoice. Emergency call was made to service generator. Purchase Order was overlooked, and not obtained. Total amount reflects total labor fees, plus late fees. Requesting approval pending Line Item Transfer on 9/19/2006 Commissioner's Court Agenda.			
	<u>Total Amount:</u>	\$ 363.85	

COUNTY *of* HIDALGO

Information Technology Department
100 N. Closner Blvd.
Edinburg, TX 78539-3587
ph: 956-318-2151
fx: 956-318-2152



EDINBURG, TEXAS 78539

TO: Martha Salazar, Purchasing Agent
FROM: Renán Ramirez, Chief Information Officer
DATE: September 7, 2006
RE: Invoice

Please review invoice # 10109410 vendor Constantino Rojas Electric for a possible claim. Services were rendered on Jan. 23, 2006 for a service call requested to check power generator located at IT Dept.

Thank you in advance for your time, should you have any questions, feel free to contact me directly at extension 6011.

Acct # 6-1100-415-00-200-002-0-431

05/30/2006 10:12 2106483280

WFI

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WAUKESHA-PEARCE INDUSTRIES, INC.
A PEARCE INDUSTRIES, INC. COMPANY
P.O. BOX 35068, HOUSTON, TEXAS 77235-5068
PHONE (713) 723-1050

Account# | Work Ord | Br | Sls | WORK ORDER | Date | Invoice # | Page |
63629 | 110582 | 10101051 | | INVOICE | 101-27-06 | 10109410 | 1 |

Sold To: CONSTANTINO ROJAS ELECTRIC 330 E GORE PHARR TX 78577
Ship To: CONSTANTINO ROJAS ELECTRIC 330 E GORE PHARR TX 78577
Ship Via:

Purchase order | Date | Job Number | Job Contact |
ROJAS | 101-23-06 | MID COURT HOUSE | IREMAN RAMIREZ |

QUESTION: CALL (956) 787-4231

Seg# 000 Mfr: GPS Model: 0047460 S/N: 4189450 Meter: 0
Equip ID: 4189450

SERVICE CALL, EQUIPMENT FAILURE TO OPERATE ON GENERATOR
PROBLEM TRACED TO INCOMING POWER SENSITIVITY; MADE
NEEDED ADJUSTMENT, TESTED UNDER CUSTOMER'S LOAD,
CHECKED OUT GOOD SEE SERVICE REPORT FOR MORE INFORMATION

UPS ADJUSTMENT

Table with 4 columns: Description, Quantity, Rate, Amount. Rows include LABOR GENERATOR (240.00), FUEL SURCHARGE (0.13), TRUCK MILEAGE (SERVICE) (1.50), and Total for segment (286.20).

ENVIRONMENTAL CHARGE 7.20
MISCELLANEOUS SHOP SUPPLIES 7.20

Total parts 0.00 Total labor 240.00 Total misc 60.60
SALES TAX 24.79

ATTN: JAVIER

** REMIT TO WAUKESHA-PEARCE INDUSTRIES, INC.
P.O. BOX 4550
HOUSTON, TX 77210

Amount Due 325.39
Due By: 02/26/06

After 02/26/06 Pay 388.64

ORIGINAL

priscilla.torres@co.hidalgo.tx.us

Account Options...

Languages...

Menu	View Mail	Compose	Search	Calendar	Help	Log Off
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Message: 1 of 1 Printable Version

From: "Stephanie Palacios" <stephanie@co.hidalgo.tx.us> **Save Address | Headers**
 To: <priscilla.torres@co.hidalgo.tx.us>
 CC:
 Date: Tue, 12 Sep 2006 09:09:52 -0500
 Subject: **FW: Possible Claim**

-----Original Message-----

From: IT Department [mailto:it.dept@co.hidalgo.tx.us]
 Sent: Thursday, September 07, 2006 2:50 PM
 To: stepanie palacios
 Subject: Scanned from IT-DEPT 09/07/2006 14:50

Scanned from IT-DEPT.
 Date: 09/07/2006 14:50
 Pages:2
 Resolution:300x300 DPI

 DOC090706.pdf (Binary attachment)

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