

**Oscar Garza**

**From:** Joecindy Cantu [sea\_seashells@yahoo.com]  
**Sent:** Wednesday, September 19, 2007 3:21 PM  
**To:** oscarg.garza@co.hidalgo.tx.us  
**Subject:** Carpet

To: Oscar Garza, Buyer  
Purchasing Department

From: Daniel Flores, Director  
Buildings and Grounds Department

Re: Agenda

Date: September 19, 2007

Please be informed the following project needs to be placed on the agenda for authorization to request a proposal from Tandus:

- 1.) Carpet for Master Court #1 court room  
Account # to be used 7-1336-419-40-220-027-0-431

Thank you for your prompt cooperation with this matter, if in need of additional information please contact me at direct ext. (956)289-7855.

cc:  
Marty Salazar, Purchasing  
Valde Guerra, Budget & Management

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NOTE: Hidalgo County Building & Grounds Forman Javier Carreon responded the courtroom and was informed of the incident. He said that his department would look into the matter concerning the condition of the carpet. He informed at this time his department would try stretch out the carpet to eliminate some of the creases.

After reviewing the information gathered, it appears that the contributing factors for the incident were:

- Ms. Villa's inattention as she walked down the isle.
- The condition of the carpet.
- The crease on the carpet that increased in size towards the center of the courtroom.

Ms. Dora Villa's information:

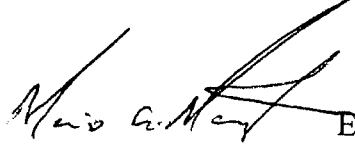
- D.O.B. 08-10-1947
- Work address: 2510 South I Road Edinburg, Texas
- Work number: (956)316-3226
- Cell phone: (956) 460-2986

Court Bailiff information:

- Juan Garza
- Work Address: 100 North Closner, 2<sup>nd</sup> Floor Edinburg, TX
- Work Phone: (956) 318-2398

Attachments:

- General liability Claim
- Photos

Reporting S.O.: Mario Martinez  Employee No. 094951

Approved By:  Employee No. 129356



1205 W. POLK  
PHARR, TEXAS 78577  
956 781-4058  
FAX 956 781-7917

MASTER COURT #1

TO WHOM IT MAY CONCERN:

I ANDRES DIAZ, FROM DIAZ FLOORS & INTERIORS, WENT TO INSPECT THE CARPET AT MASTER COURT #1. DUE TO DAMAGE TO THE CARPET, IT'S RECOMMEND THAT THE CARPET BE REPLACED. SO THAT IN THE NEAR FUTURE IT WILL ELIMINATE AN ACCIDENT.

THANK YOU

ANDRES DIAZ

07-09-18-0900

<b>PRODUCER</b> PHONE (A/C, No, Ext) (956) 968-5521 FAX (956) 969-9198 Montalvo Insurance Agency 208 South Texas Blvd PO Box 2 Westlaco, TX 78599		<b>NOTICE OF OCCURRENCE</b> DATE OF OCCURRENCE AND TIME 09/18/2007 0900 DATE OF CLAIM 09/18/2007 EFFECTIVE DATE 07/10/2007 EXPIRATION DATE 12/31/2007		<b>DATE (MM/DD/YY)</b> 09/18/2007 PREVIOUSLY REPORTED YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> RETROACTIVE DATE	
CODE: AGENCY CUSTOMER ID: 00001093 SUB CODE:		COMPANY: Illinois Union Insurance POLICY NUMBER: PEPG2290520A		REFERENCE NUMBER: GENERAL LIABILITY	

<b>INSURED</b> NAME AND ADDRESS Hidalgo County 100 E. Cano Edinburg, TX 78539		<b>CONTACT INSURED</b> NAME AND ADDRESS Hidalgo County Master Court #1 100 N. Glasner 2nd Edinburg, TX 78539		<b>WHERE TO CONTACT</b> Court House  <b>WHEN TO CONTACT</b> Mon-Fri 8AM-5PM	
RESIDENCE PHONE (A/C, No)	BUSINESS PHONE (A/C, No, Ext) 292-7032 Ext Aida	RESIDENCE PHONE (A/C, No)	BUSINESS PHONE (A/C, No, Ext) (956) 314-2398		

**OCCURRENCE**  
 LOCATION OF OCCURRENCE (Include city & street) *Master Court #1 Courtroom Edinburg, TX*  
 DESCRIPTION OF OCCURRENCE (Use reverse side, if necessary) *Attorney General Employee Dora Villa tripped over a large bag on the carpet as she walked down the stairs. AS a result she sustained Pain / Discomfort*  
 AUTHORITY CONTACTED *NIA*

**COVERAGE PART OR FORMS** (Insert form #s and addition dates)

GENERAL AGGREGATE 4,000,000	PROD/COMP OF AGG 2,000,000	PERS & ADV INJ 2,000,000	EACH OCCURRENCE 2,000,000	FIRE DAMAGE 50,000	MEDICAL EXPENSE EXCLUDED	DEDUCTIBLE 50,000	PD BI
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**PREMISES: INSURED IS** OWNER TENANT OTHER: TYPE OF PREMISES  
 OWNERS NAME & ADDRESS (if not insured) OWNERS PHONE (A/C, No, Ext) TYPE OF PRODUCT  
 PRODUCTS: INSURED IS MANUFACTURER VENDOR OTHER: MANUFACTURER'S NAME & ADDRESS (if not insured) MANUFACTURER PHONE (A/C, No, Ext)  
 WHERE CAN PRODUCT BE SEEN?  
 OTHER LIABILITY INCLUDING COMPLETED OPERATIONS (Explain)

**INJURED PROPERTY**

NAME & ADDRESS (Injured owner) <i>Dora Villa (D.O.B. 05-10-47) 2510 S. I Rd Edinburg, TX</i>	PHONE (A/C, No, Ext) <i>(956) 460-2396</i>
AGE <i>60</i>	SEX <i>F</i>
OCCUPATION <i>Child Support Tech.</i>	EMPLOYER'S NAME & ADDRESS <i>Attorney General's Office 2510 S. I Rd Edinburg, TX</i>
PHONE (A/C, No, Ext) <i>(956) 2314-3226</i>	
DESCRIBE INJURY <i>Pain, discomfort to left leg, both ankles, back; neck.</i>	WHERE TAKEN <i>NIA</i>
FATALITY <i>NIA</i>	WHAT WAS INJURED DOING? <i>Walking down Courtroom #1</i>
ESTIMATE AMOUNT <i>NIA</i>	WHERE CAN PROPERTY BE SEEN? <i>NIA</i>
DESCRIBE PROPERTY (Type, model, etc) <i>NIA</i>	WHEN CAN PROPERTY BE SEEN? <i>NIA</i>

**WITNESSES:**

NAME & ADDRESS <i>Court Bailiff: Juan Berza 100 N. Glasner 2nd Floor Edinburg, TX</i>	BUSINESS PHONE (A/C, No, Ext) <i>(956) 314-2398</i>	RESIDENCE PHONE (A/C, No)
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REPORTED BY *Master Court #1* REPORTED TO *Safety Division* SIGNATURE OF PRODUCER OR INSURED  
 Ramon Montalvo

07-09-18-0900

**ACORD** GENERAL LIABILITY NOTICE OF OCCURRENCE/CLAIM

PRODUCER: **Montalvo Insurance Agency**  
 208 South Texas Blvd  
 PO Box 2  
 Westaco, TX 78599

PHONE (A/C, No, Ext): (956) 968-5521  
 FAX: (956) 969-9198

DATE (MM/DD/YYYY): 09/18/2007  
 PREVIOUSLY REPORTED: YES  NO

NOTICE OF OCCURRENCE: 09/18/2007 0900  
 DATE OF OCCURRENCE AND TIME: 09/18/2007  
 DATE OF CLAIM: 09/18/2007

EFFECTIVE DATE: 07/10/2007  
 EXPIRATION DATE: 12/31/2007

POLICY TYPE:  OCCURRENCE  CLAIMS MADE

COMPANY: **Illinois Union Insurance**

POLICY NUMBER: **PEPG2290520A**

REFERENCE NUMBER: **GENERAL LIABILITY**

**INSURED**

NAME AND ADDRESS: **Hidalgo County**  
 100 E. Cano  
 Edinburg, TX 78539

CONTACT INSURED: **Hidalgo County Master Court #1**  
 100 N. Chasler 2nd  
 Edinburg, TX 78539

WHERE TO CONTACT: **Court House**

WHEN TO CONTACT: **Mon-Fri 8am-5pm**

RESIDENCE PHONE (A/C, No):  
 BUSINESS PHONE (A/C, No, Ext): 292-7032 Ext Aida

RESIDENCE PHONE (A/C, No):  
 BUSINESS PHONE (A/C, No, Ext): (956) 314-2398

**OCCURRENCE**

LOCATION OF OCCURRENCE (Include city & state): **Master Court #1 Courtroom Edinburg, TX**

DESCRIPTION OF OCCURRENCE (Use reverse side, if necessary): **Attorney General Employee Dora Villa tripped over a level bustle on the carpet as she was walking down the aisle. As a result she sustained Pain & Discomfort**

AUTHORITY CONTACTED: **N/A**

**COVERAGE INFORMATION**

COVERAGE PART OR FORMS (Insert form #s and edition dates)

GENERAL AGGREGATE	PROD/COMP OF AGG	PER & ADV INJ	EACH OCCURRENCE	FIRE DAMAGE	MEDICAL EXPENSE	DEDUCTIBLE	PD BI
4,000,000	2,000,000	2,000,000	2,000,000	50,000	EXCLUDED	50,000	

UMBRELLA EXCESS:  UMBRELLA:  EXCESS:  CARRIER:

**TYPE OF LIABILITY**

PROMISES: INSURED IS  OWNER  TENANT  OTHER:

OWNER'S NAME & ADDRESS (If not insured):

TYPE OF PREMISES:

OWNERS PHONE (A/C, No, Ext):

PRODUCTS: INSURED IS  MANUFACTURER  VENDOR  OTHER:

TYPE OF PRODUCT:

MANUFACTURER'S NAME & ADDRESS (If not insured):

MANUFACTURER PHONE (A/C, No, Ext):

WHERE CAN PRODUCT BE SEEN?

OTHER LIABILITY INCLUDING COMPLETED OPERATIONS (Explain):

**INJURED PROPERTY/DAMAGED**

NAME & ADDRESS (Injured/Owner): **Dora Villa (P.O. B. 08-10-47)**  
 2510 S. I Rd. Edinburg, TX

PHONE (A/C, No, Ext): (956) 460-2986  
 PHONE (A/C, No, Ext): (956) 316-3236

AGE: 60 SEX: F OCCUPATION: **Child Support Tech.**

EMPLOYER'S NAME & ADDRESS: **Attorney General's Office**  
 2510 S. I Rd. Edinburg, TX

DESCRIBE INJURY: **Pain, Discomfort to left hip, buttocks, back; D.P.M.**

FATALITY:  WHERE TAKEN: **N/A**

WHAT WAS INJURED DURING: **Walking down Courtroom I-11**

DESCRIBE PROPERTY (Type, model, etc): **N/A**

ESTIMATE AMOUNT: **-**

WHERE CAN PROPERTY BE SEEN?: **N/A**

WHEN CAN PROPERTY BE SEEN?: **-**

**WITNESSES**

NAME & ADDRESS: **Court Bailiff: Ivan Gutierrez**  
 100 N. Chasler 2nd Floor  
 Edinburg, TX

BUSINESS PHONE (A/C, No, Ext): (956) 316-2398

RESIDENCE PHONE (A/C, No):

REPORTED BY: **Master Court #1**

REPORTED TO: **Safety Division**

SIGNATURE OF PRODUCER OR INSURED: **Ramon Montalvo**