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From: SALINAS, GUSTAVO [Add to Address Book](#)  
To: monica.badillo@co.hidalgo.tx.us  
Date: Wednesday, April 16, 2008 11:19:57 AM  
Subject: Proclamation Template

 [Proclamation--Elder Abuse Prevention Month.doc](#)

Monica,

As per our conversation this morning, please see attachment for the proclamation template. The highlighted part and signature lines/titles needs to be completed by your office.

Let me know if there are any changes so that I can coordinate with the board. Should there be any changes on our end, I will keep you abreast. Thank you for your time.

Gustavo Salinas  
Community Initiatives Specialist, Region 11  
Adult Protective Services  
2520 S. "I" Rd.  
Edinburg, TX 78539  
956.316. 8348 phone  
210.304.7770 FAX  
gustavo.salinas@dfps.state.tx.us

# Proclamation

*WHEREAS, People who are elderly or have disabilities have contributed to the general welfare of this (state, city, community) by helping to preserve customs, convictions, and traditions of many people from diverse backgrounds; and*

*WHEREAS, These residents are vital and integral members of our society and their wisdom and experience have enriched our lives; and*

*WHEREAS, Abuse of the elderly and people with disabilities in domestic and institutional settings is a wide-spread problem, affecting hundreds of thousands of people across the country; and*

*WHEREAS, In 2007, there were 84,399 reports of elderly and disabled persons abuse in Texas, of which 50,084 were confirmed; and*

*WHEREAS, Elder abuse is grossly underreported because the elderly who are being abused find it very difficult to tell anyone and are usually ashamed and sometimes afraid; and*

*WHEREAS, Elder abuse happens to men and women of all income levels, all cultural and ethnic groups, whether they are in good health or incapacitated in some way, in poor neighborhoods and in suburbia; and*

*WHEREAS, Many of the cases investigated by Adult Protective Services in Texas involve self-neglect and it is our duty as citizens to reach out to people in need;*

*NOW, THEREFORE, I (Name), (Title) do hereby proclaim the month of May 2008 to be:*

## “Elder Abuse Prevention Month”

*in (Location), and urge all citizens to work together to help reduce abuse and neglect of people who are elderly or have disabilities.*

*In witness whereof, hereunto signed officially and caused the Official Seal of county/city to be affixed on this (day) of (Month), (Year).*

Name

Commissioner Pct. #

The Honorable

County of

Name

Commissioner Pct. #

Name

Commissioner Pct. #

AI-9117

6.B.

**Proclamation - Foster Care Month  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Roxanne De La Garza, COUNTY JUDGE

**Department:** COUNTY JUDGE

**Agenda Area:** County Judge's Office

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**Information**

**CAPTION**

Approval to Proclaim the month of May as National Foster Care Month in Hidalgo County.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

No fiscal Impact

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**Attachments**

Link: [Proclamation Foster Care](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/01/2008 07:55 AM | APRV          |
| 2                | Erika Reyna           | Erika Reyna        | 05/01/2008 08:33 AM | APRV          |
| 3                | Auditor's Office      | Linda Fong         | 05/02/2008 08:22 AM | APRV          |
| 4                | Purchasing Department | Marty Salazar      | 05/02/2008 10:08 AM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 10:52 AM | APRV          |

Form Started By: Roxanne De La Garza  
Started On: 04/30/2008 04:04 PM  
Final Approval Date: 05/02/2008

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***PROCLAMATION***

**WHEREAS**, the family, serving as the primary source of love, identity, self-esteem and support, is the very foundation our communities and our State; and

**WHEREAS**, in Hidalgo County, there are numerous children and youth in foster care being provided with a safe, secure and stable home along with the compassion and nurture of a foster family; and

**WHEREAS**, foster parents and volunteers strive to empower those who are frequently unheard; and because foster parents and volunteers open doors of access and opportunity for everyone, particularly those greatest in need; and because they use their education, professional training, and commitment to improve all communities; and

**WHEREAS**, foster parents and volunteers are dedicated advocates for the rights of others, and work hard to strengthen individual lives and society as a whole; and because foster parents and volunteers whether in direct practice, administration, education and research, or policy development, make an impact in every community; and

**WHEREAS**, foster parents and volunteers should be recognized for their commitment and dedication to individuals, families, and communities through all their tireless efforts, which include legislative advocacy, service delivery, research, and education; and

**NOW, THEREFORE BE IT PROCLAIMED**, the Hidalgo County Commissioners Court hereby proclaims the Month of May as National Foster Care Month and recognizes the individuals who work daily interacting and assisting the children who are victims of abuse and neglect in our community. And further, encourage all citizens to join with the South Texas Community to celebrate and show support for the many contributions and accomplishments of the foster parents, volunteers, and others who work in the protection of the youth in our community.

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J.D. SALINAS III  
County Judge

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SYLVIA S. HANDY  
County Commissioner, Pct. 1

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HECTOR "TITO" PALACIOS  
County Commissioner, Pct. 2

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JOE M. FLORES  
County Commissioner, Pct. 3

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OSCAR L. GARZA, JR.  
County Commissioner, Pct. 4

Attest:

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ARTURO GUAJARDO, JR.  
County Clerk

AI-9127

7.B.

**University of Texas Health Science Center at San Antonio  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Josie Escalante, HEALTH & HUMAN SERVICES DEPT.

**Submitted For:** Eduardo Olivarez

**Department:** HEALTH & HUMAN SERVICES DEPT.

**Agenda Area:** Health & Human Services Dept.

**Information**

**CAPTION**

1. Discussion and possible action on a Proclamation acknowledging the Institute for Health Promotion Research and The Regional Academic Health Center affiliated with the University of Texas Health Science Center at San Antonio in their efforts to improve the health care needs of our residents by collaborating to seek funding opportunities which may assist our County residents.

2. Discussion and possible action on a letter of support for project "Salud Hidalgo" , a collaborative effort with the Institute for Health Promotion Research and The Regional Academic Health Center affiliated with the University of Texas Health Science Center at San Antonio to seek possible funding to assist in the prevention of childhood obesity.

**BACKGROUND**

Approved by Legal

Matching funds are not required, however inkind may need to be assessed if grant is awarded.

**Fiscal Impact**

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

No Budgetary Impact

**Attachments**

Link: [UTSA letter](#)

Link: [Proclamation UTSA](#)

**Form Routing/Status**

| Route | Seq | Inbox               | Approved By  | Date                | Status |
|-------|-----|---------------------|--------------|---------------------|--------|
| 1     |     | Budget & Management | Dina Trevino | 05/01/2008 08:06 AM | APRV   |
| 2     |     | Manuel Chapa        | Manuel Chapa | 05/01/2008 04:27 PM | APRV   |
| 3     |     | Auditor's Office    | Linda Fong   | 05/02/2008 08:30 AM | APRV   |

4 Purchasing Department Marty Salazar 05/02/2008 10:09 AM APRV  
5 Court Administrator Angela Garcia 05/02/2008 10:52 AM APRV  
Form Started By: Josie Escalante Started On: 04/30/2008 04:29  
PM

Final Approval Date: 05/02/2008

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April 30, 2008

Amelie G. Ramirez, Dr.PH  
Professor, Department of Epidemiology and Biostatistics  
Director, Institute for Health Promotion Research  
8207 Callaghan Rd, Suite 353  
San Antonio, TX 78230

RE: Letter for Support for *Salud Hidalgo!*

Dear Dr. Ramirez,

The Hidalgo County Commissioners' Court thanks you very much for your invitation to participate in the research study that you and your colleagues are submitting entitled: *Salud Hidalgo!*. We accept this invitation and look forward to supporting this exciting new project.

This is very timely as the Latino population comprises the most rapidly growing ethnic group in the US and is the nation's largest minority population. More importantly this project will seek ways to reverse the growing trends in childhood obesity that creates huge, life threatening problems for the children, their families and the communities in which they live. Taking advantage of new health communication approaches to reach the Latino community has never been more critical. We believe the need to address nutrition and exercise behaviors of children, especially in our most vulnerable communities, are highly significant and we wholeheartedly support the aims of *Salud Hidalgo!* project.

Again, we would like to express our appreciation for inviting us to serve on this project and we look forward to working with you and your distinguished colleagues in this new initiative.

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J.D. Salinas, III  
County Judge

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Sylvia S. Handy  
County Commissioner, Pct 1

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Hector "Tito" Palacios  
County Commissioner, Pct 2

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Joe M. Flores  
County Commissioner, Pct. 3

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Oscar L. Garza, Jr.  
County Commissioner, Pct. 4

**Proclamation**  
**Hidalgo County Commissioners' Court**

Acknowledging the Institute for Health Promotion Research and The Regional Academic Health Center affiliated with the University of Texas Health Science Center at San Antonio.

**WHEREAS**, Hidalgo County possesses some unique health care issues such as high levels of childhood obesity, which may lead to cardiovascular disease and diabetes.

**WHEREAS**, the need for preventive illness and health education programs addressing this issue are a must in order to assure a healthier and more productive community for generations to come.

**WHEREAS**, the Institute for Health Promotion Research and The Regional Academic Health Center affiliated with the University of Texas Health Science Center at San Antonio has reflected such finding as published in their "South Texas Health Status Review".

**WHEREAS**, their efforts to improve the health care needs of our residents by collaborating with Hidalgo County Health and Human Services to seek funding opportunities which may enhance the health of our County residents.

**NOW, THEREFORE, THE COUNTY COMMISSIONERS OF HIDALGO COUNTY**, do hereby proclaim this as our willingness to explore funding opportunities which will assist our County residents.

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J.D. Salinas, III  
County Judge

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Sylvia S. Handy  
County Commissioner, Pct 1

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Hector "Tito" Palacios  
County Commissioner, Pct 2

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Joe M. Flores  
County Commissioner, Pct. 3

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Oscar L. Garza, Jr.  
County Commissioner, Pct. 4

AI-9100

8.A.

**Creation of Position - Temporary Court Administrator  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Andres Castro, BUDGET & MANAGEMENT

**Department:** BUDGET & MANAGEMENT

**Agenda Area:** Budget and Management

**Information**

**CAPTION**

1. Approval to create one (1) temporary full-time Court Administrator position, slot no. 021-001-T006, not to exceed six (6) months.
2. Approval to waive Job Posting procedures to fill temporary position.
3. Approval of revised salary schedule.

**BACKGROUND**

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-412-00-021-001-0-113

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Funds available as of 05/02/2008.

No Budgetary impact.

**Attachments**

Link: [Personnel Adjustment Request Form](#)

Link: [Job Description](#)

Link: [Fiscal Note](#)

Link: [Revised Salary Schedule](#)

**Form Routing/Status**

| Route Seq                      | Inbox                      | Approved By   | Date                            | Status |
|--------------------------------|----------------------------|---------------|---------------------------------|--------|
| 1                              | Andres Castro (Originator) | Andres Castro | 05/02/2008 02:00 PM             | APRV   |
| 2                              | Budget & Management        | Dina Trevino  | 05/02/2008 02:01 PM             | APRV   |
| 3                              | Rosalinda Cantu            | Rosie Cantu   | 05/02/2008 04:02 PM             | APRV   |
| 4                              | Auditor's Office           | Linda Fong    | 05/02/2008 04:30 PM             | APRV   |
| 5                              | Purchasing Department      |               | 05/02/2008 06:01 PM             | NEW    |
| Form Started By: Andres Castro |                            |               | Started On: 04/30/2008 09:58 AM |        |

Final Approval Date: 05/02/2008



# HIDALGO COUNTY

## Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: Enter department Name  
**County Court-At-Law No. 1 (021-001)**

DATE: Enter Date  
**04/28/2008**

CURRENT POSITION TITLE: Enter position Title

CURRENT SLOT #: Enter current  
**021-001-T006**

REQUESTED POSITION TITLE: Enter New Position Title  
(For new positions or reclassification)  
**Court Administrator**

**REQUEST FOR:**

- New Position     Temporary Position     Position Reclassification\*     Other \_\_\_\_\_

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

*As Per Judge, \$10.00 per hr only.*

Salary Amount: \$ 0 Current Budgeted Salary    \$ 48,700.00 Proposed Budgeted Salary    \$ 48,700.00 Net Change

Position to be funded from one of the following:

- Current Department Budget     Annual Budget Cycle     Will Require Additional Funds  
 Other \_\_\_\_\_

**POSITION Type:**

Full Time Employee Object 113

Part Time Employee Object 114

Full Time Temporary Object 121

Part Time Temporary Object 122

Enter hourly rate for temp. positions

*10.00/hr*  
Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

*5/1/2008* Start Date    *10/01/2008* End Date    Working Days & Hours    Hours Per Week    Duration (2 weeks, 3 months, etc.)

**CIVIL SERVICE:**

Exempt

LSAs Exempt

Non-Exempt

Non-Exempt

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Due to unforeseen circumstances, a temporary position is crucial to accommodate for the workload of an employee who will be out on Family Medical Leave (FMLA).

**NEW POSITION:** Brief job description and attach a copy of the new job description.

The position will encompass administrative, coordinating and interpreting job duties.

**POSITION RECLASSIFICATION:** Is plain change and/or increase in duties and responsibility. (Attach new job description)


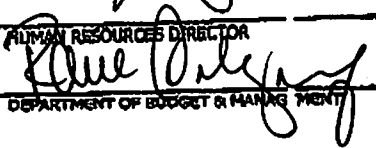
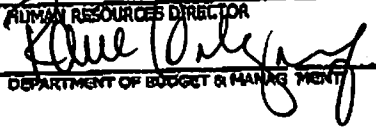
**COMMENTS:** (Any comments you wish to make regarding this request)

Position is crucial to the daily case workload and coordination of the Court. CCL No. 1 is requesting a waiver of the posting/advertising procedures due to unforeseen circumstances.

**HUMAN RESOURCES:** Classification and Salary Recommendation

Recommend approval of temporary position.  
Recommend approval of waiver of job posting due to urgency of need.

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

|      |   |           |                                   |  |
|------|---|-----------|-----------------------------------|--|
| → 1. |  | 4/28/2008 | FUNDING AVAILABLE IN DEPT. BUDGET | <input type="checkbox"/> YES <input type="checkbox"/> NO |
|      | DEPARTMENT HEAD   | DATE      |                                   |  |
| 2.   |  | 5/01/08   | PERSONNEL PROCEDURES COMPLETED    | <input type="checkbox"/> YES <input type="checkbox"/> NO |
|      | HUMAN RESOURCES DIRECTOR  | DATE      |                                   |  |
| 3.   |  |           | BUDGET PROCEDURES COMPLETED       | <input type="checkbox"/> YES <input type="checkbox"/> NO |
|      | DEPARTMENT OF BUDGET & MANAGEMENT   | DATE      |                                   |  |
| 4.   | COMMISSIONERS COURT APPROVAL  | DATE      |                                   |  |

# HIDALGO COUNTY COURT AT LAW

Job Title: Court Administrator

FLSA Status: Exempt

Dept. No: 021-001

Civil Service Status: Exempt

## **SUMMARY:**

Under general direction of County Court-At-Law Judge, inventory and manage the court's docket and calendar according to the Judge's policies and procedures. Ensures effectiveness and efficiency when assisting judge in administering courtroom procedures, providing information upon request on scheduled court proceedings within the courtroom.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Schedule court hearings and prepare court orders;
- Maintain court docket on civil and criminal causes;
- Make recommendations for any changes and/or solutions to the Judge concerning outdated procedure that may affect the efficiency of the court's docket and calendar as well as the personnel involved;
- Attend daily court hearings and take notes on each case;
- Ensure correct docket entries (from court hearings) are made on court files and computer system as a matter of record;
- Complete and review various court-related forms, assure documents are complete, i.e. dates filled in, all necessary signatures obtained in appropriate places;
- Enter dismissals, revocations of probation and nisi orders into computer system as a matter of record;
- Notify defendants, attorneys, and bondsmen of all settings;
- Make sure all documents, passes and postponements of hearings or settings are approved by the Court before notifying attorneys of same;
- Assist with printing and preparing criminal/civil docket for next scheduled day court activities;
- Appoint counsel in certain circumstances with the final approval of Judge;
- Ensure that all parties and/or court personnel are aware of Judge's policies and procedures and any changes that may occur;
- Assist in the courtroom, explain probationary orders to the defendant, and look up case number and/or information;
- Arrange for substitute court reporter as required;
- Assist and work with out of county docket;
- Answer a variety of questions from the public, via telephone and/or in person. Assist the public directly when possible and refer them to another office, if appropriate;
- Answer questions of the news media concerning policies and procedures of the court but not about specific cases that are being tried, or going to be tried, which may have a direct bearing on the outcome;
- Make arrangements for Judge and/or any other staff to attend seminars such as registration for seminar and hotel and airline reservations;
- Act as liaison between Judge and counsel;
- Take dictation and prepare correspondence to counsel;
- Review files and make sure case is set for a hearing, trial, etc. ( makes sure case is moving along smoothly);
- Not allow any unnecessary delays in case processing;
- Monitor trial settings not being reached;
- Schedule and conduct docket control conferences both telephonic and in person;
- Schedule trial settings as quickly as possible on next available trial week;

- Inventory all cases assigned to the court;
- Train employees with Judge's approval
- Plan, assign, and direct work;
- Responsible for arraignments and notices of same;
- Assist with waiver of arraignments including dates held and dates for pre-trials and pleas of guilty;
- Address employees' complaints and/or needs and resolve problems;
- Responsible for the jury system, requesting juries, including excusing juror when they are assigned to court ( with Judge's approval);
- Provide copies of jury lists and other resources to Judge;
- Maintain awareness of new developments in court administration and maintain special materials and files relating to records, rules of procedure and other items related to court activity;
- Answer all administrative questions to enable the Judge more bench time and research work time; however, any irregular problems must be discussed with the Judge and the course of action to be taken;
- Report to Judge regarding any problems, suggestions, or recommendations for the efficiency of the Court;
- Administer and maintain the department's budget, processing requisitions, obtaining purchase orders;
- Assist with jail list and/or requesting inmates for hearings on a daily basis;
- Perform clerical work, (i.e. answering telephone, taking messages, assisting the general public with any questions, dictation, typing, scheduling meetings, in-office filing, etc.);
- Keep the Judge's personal calendar updated;
- Prepare and submit time sheets, change of status, etc., and maintain personnel files of employees;
- Keep an inventory of supplies and equipment for the court;
- Schedule meetings with and for the Judge and any other task assigned by the Judge;
- Attend seminars, i.e., Court Administration series sponsored by the Texas Center for the Judiciary, whenever possible that have a direct bearing on the court and may possibly help the future management of the court;
- Serve as an interpreter for all criminal and civil cases before the court;
- Attend continuing education classes for Licensed Court Interpreters;
- Broaden the knowledge of all personnel in the court as to how their performance has a direct bearing on the efficiency of the court.

#### **QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

#### **EDUCATION AND EXPERIENCE:**

- High School Diploma or GED;
- Bachelor of Science in Criminal Justice; and/or
- Former Probation Officer; and/or
- Former paralegal for a law office; and/or
- Any combination of experience and training which provides the required knowledge, skills, and abilities to perform the duties required;
- Must have good computer skills;
- Bilingual;
- Must be a Licensed Spanish Court Interpreter.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

- Must have proof of a current valid Texas Motor Vehicle Operator's License;
- Must be able to be insured by County Insurance Carrier.

**OTHER SKILLS AND ABILITIES:**

- Knowledge of court policy and procedures;
- Ability to communicate effectively orally and in writing;
- Ability to train and supervise others;
- Ability to maintain effective working relationships with members of the judiciary, other county employees, and the public;
- Must possess an expertise in the field of court administration.

**LANGUAGE SKILLS:**

- Ability to read, analyze, and interpret legal documents;
- Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community.

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**Job Title:** Court Administrator/Interpreter **FLSA Status:** Exempt  
**Dept. No:** 021-001 **Civil Service Status:** Exempt

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**NEW ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Schedule court hearings and prepare court orders;
- Maintain court docket on civil and criminal causes;
- Make recommendations for any changes and/or solutions to the Judge concerning outdated procedure that may affect the efficiency of the court's docket and calendar as well as the personnel involved;
- Attend daily court hearings and take notes on each case;
- Complete and review various court-related forms, assure documents are complete, i.e. dates filled in, all necessary signatures obtained in appropriate places;
- Make sure all documents, passes and postponements of hearings or settings are approved by the Court before notifying attorneys of same;
- Assist with printing and preparing criminal/civil docket for next scheduled day court activities;
- Appoint counsel in certain circumstances with the final approval of Judge;
- Ensure that all parties and/or court personnel are aware of Judge's policies and procedures and any changes that may occur;
- Arrange for substitute court reporter as required;
- Assist and work with out of county docket;
- Answer questions of the news media concerning policies and procedures of the court but not about specific cases that are being tried, or going to be tried, which may have a direct bearing on the outcome;
- Make arrangements for Judge and/or any other staff to attend seminars such as registration for seminar and hotel and airline reservations;
- Act as liaison between Judge and counsel;
- Take dictation and prepare correspondence to counsel;
- Review files and make sure case is set for a hearing, trial, etc. ( makes sure case is moving along smoothly);
- Not allow any unnecessary delays in case processing;
- Monitor trial settings not being reached;
- Schedule docket control conferences;
- Schedule trial settings as quickly as possible on next available trial week;
- Inventory all cases assigned to the court;
- Train employees with Judge's approval
- Plan, assign, and direct work;
- Responsible for arraignments and notices of same;
- Assist with waiver of arraignments including dates held and dates for pre-trials and pleas of guilty;
- Address employees' complaints and/or needs and resolve problems;
- Responsible for the jury system, requesting juries, including excusing juror when they are assigned to court ( with Judge's approval);
- Provide copies of jury lists and other resources to Judge;
- Maintain awareness of new developments in court administration and maintain special materials and files relating to records, rules of procedure and other items related to court activity;
- Answer all administrative questions to enable the Judge more bench time and research work time; however, any irregular problems must be discussed with the Judge and the course of action to be taken;
- Report to Judge regarding any problems, suggestions, or recommendations for the efficiency of the Court;

**Hidalgo County Budget Office**  
**FISCAL NOTE**

•Fiscal notes are prepared by the Budget Office to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court  
From: Valde Guerra, Budget Officer  
CC Date: Tuesday, May 06, 2008

Agenda Item: AI-9100

Summary of request/proposal: The County-Court-At-Law #1 is requesting to create one (1) temporary full-time Court Administrator position, slot no. 021-001-T006 at 10.00 per hour. Action requested due to unforeseen circumstances, a temporary position is crucial to accommodate for the workload of an employee who will be out on Family Medical Leave (FMLA).

| Fund | Position            | Slot# | Obj | Current Budgeted Salary | Adjustment Requested | Total Salary Requested |
|------|---------------------|-------|-----|-------------------------|----------------------|------------------------|
| 1100 | COURT ADMINISTRATOR | T006  | 121 | 0.00                    | 20,800.00            | 20,800.00              |
|      |                     |       |     |                         |                      |                        |
|      |                     |       |     |                         |                      |                        |
|      |                     |       |     |                         |                      |                        |
|      |                     |       |     |                         |                      |                        |
|      |                     |       |     |                         |                      |                        |
|      |                     |       |     |                         |                      |                        |
|      |                     |       |     |                         |                      | <b>20,800.00</b>       |

**Budgetary Impact:**

| INCREASE/DECREASE<br>ACCOUNT NUMBER |     | ACCOUNT (OBJECT)<br>NAME | AMOUNT          |
|-------------------------------------|-----|--------------------------|-----------------|
| 8- 1100-412-00-021-001-0-           | 121 | CCL#1- TEMP F/T EMPL     | 8,732.82        |
| 8- 1100-412-00-021-001-0-           | 211 | CCL#1- HEALTH INSURANCE  | -               |
| 8- 1100-412-00-021-001-0-           | 212 | CCL#1- LIFE INSURANCE    | -               |
| 8- 1100-412-00-021-001-0-           | 220 | CCL#1- FICA              | 668.06          |
| 8- 1100-412-00-021-001-0-           | 230 | CCL#1- RETIREMENT        | -               |
| 8- 1100-412-00-021-001-0-           | 250 | CCL#1- UNEMPLOYMENT COMP | 43.66           |
| 8- 1100-412-00-021-001-0-           | 260 | CCL#1- WORKER'S COMP     | 36.68           |
| <b>2008 Budgetary Impact</b>        |     |                          | <b>9,481.22</b> |

**2009 Budgetary Impact:** N/A

**Possible Funding Sources:** **WITHIN DEPARTMENT BUDGET (LAPSED FUNDING/OTHER)**

**Budget Office Recommendation:**

|  |
|--|
|  |
|--|

**HIDALGO COUNTY  
COMMISSIONER COURT  
2008 SALARY SCHEDULE**

1100-412-00-021-001-0  
CCL#1

**AI- 9100**

| Slot #       | Obj Code   | POSITION TITLE                  | 2007 BUDGETED SALARY | 2008 ADJUSTED SALARY | 2008 BASE SALARY   | % Inc.   | AMOUNT INCREASE | OTHER INCREASE | 2008 BUDGETED SALARY APPROVED | 2008 ACTUAL SALARY | Other Allowances |               |               |               |               | 2008 ACTUAL TOTAL COMPENSATION |
|--------------|------------|---------------------------------|----------------------|----------------------|--------------------|----------|-----------------|----------------|-------------------------------|--------------------|------------------|---------------|---------------|---------------|---------------|--------------------------------|
|              |            |                                 |                      |                      |                    |          |                 |                |                               |                    | Longevity 115    | Interpet. 116 | Supplem. 117  | Auto A. 118   | Clothing 119  |                                |
| 0001         | 111        | JDG CRT-AT-LAW                  | \$137,418.00         | \$0.00               | \$137,418.00       | 0.04     | \$5,497.00      | \$0.00         | \$142,915.00                  | \$142,915.00       | \$0.00           | \$0.00        | \$0.00        | \$8,000.00    | \$0.00        | \$150,915.00                   |
| 0002         | 113        | COURT REPORTER                  | \$67,250.00          | \$0.00               | \$67,250.00        | 0.0632   | \$4,250.00      | \$0.00         | \$71,500.00                   | \$71,500.00        | \$0.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$71,500.00                    |
| 0003         | 113        | COURT COORDINATOR               | \$54,000.00          | \$0.00               | \$54,000.00        | 0.08985  | \$4,852.00      | \$0.00         | \$58,852.00                   | \$58,852.00        | \$600.00         | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$59,452.00                    |
| 0004         | 113        | BAILIFF/INTERP                  | \$40,000.00          | \$0.00               | \$40,000.00        | 0.05     | \$2,000.00      | \$0.00         | \$42,000.00                   | \$42,000.00        | \$360.00         | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$42,360.00                    |
| 0005         | 113        | COURT ADMINISTRATOR/INTERPRETER | \$39,000.00          | \$0.00               | \$39,000.00        | 0.09488  | \$3,700.00      | \$0.00         | \$42,700.00                   | \$42,700.00        | \$0.00           | \$6,000.00    | \$0.00        | \$0.00        | \$0.00        | \$48,700.00                    |
| <b>T006</b>  | <b>121</b> | <b>COURT ADMINISTRATOR</b>      | <b>\$0.00</b>        | <b>\$20,800.00</b>   | <b>\$20,800.00</b> | <b>0</b> | <b>\$0.00</b>   | <b>\$0.00</b>  | <b>\$20,800.00</b>            | <b>\$0.00</b>      | <b>\$0.00</b>    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>                  |
| <b>TOTAL</b> |            |                                 | \$337,668.00         | \$20,800.00          | \$358,468.00       |          | \$20,299.00     | \$0.00         | \$378,767.00                  | \$357,967.00       | \$960.00         | \$6,000.00    | \$0.00        | \$8,000.00    | \$0.00        | \$372,927.00                   |

New proposed position pending CC approval.

AI-9144

9.A.

**Creation of Position- Temporary Court Reporter  
CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Andres Castro, BUDGET & MANAGEMENT  
**Submitted For:** Valde Guerra  
**Department:** BUDGET & MANAGEMENT

**Information**

**CAPTION**

1. Approval to create one (1) Temporary Full-Time Court Reporter position, Slot No. 026-001-T006.
2. Approval to waive Job Posting procedures to fill Temporary Position.
3. Approval of revised salary schedule

**BACKGROUND**

**Fiscal Impact**

|                                       |  |
|---------------------------------------|--|
| <b><u>FISCAL YEAR:</u></b> 2008       | <b><u>ACCT. #:</u></b> 8-1100-412-00-026-001-0-113 |
| <b><u>FUNDS AVAILABLE Y/N?:</u></b> Y | <b><u>MATCHING FUNDS Y/N?:</u></b>                 |

**BUDGETARY IMPACT:**

No budgetary impact

Funds are available as of 05/01/2008

**Attachments**

- Link: [Job Description-Court Reporter](#)  
 Link: [Personnel adj. form](#)  
 Link: [Fiscal Note](#)  
 Link: [Salary Schedule](#)

**Form Routing/Status**

| <b>Route Seq</b>                | <b>Inbox</b>               | <b>Approved By</b> | <b>Date</b>                     | <b>Status</b> |
|---------------------------------|----------------------------|--------------------|---------------------------------|---------------|
| 1                               | Andres Castro (Originator) | Andres Castro      | 05/01/2008 04:05 PM             | APRV          |
| 2                               | Budget & Management        | Dina Trevino       | 05/01/2008 04:14 PM             | APRV          |
| 3                               | Rosalinda Cantu            | Rosie Cantu        | 05/02/2008 09:37 AM             | APRV          |
| 4                               | Human Resources            |                    | 05/02/2008 06:01 PM             | NEW           |
| Form Started By: Andres Castro  |                            |                    | Started On: 05/01/2008 02:00 PM |               |
| Final Approval Date: 05/02/2008 |                            |                    |                                 |               |

## HIDALGO COUNTY COUNTY COURT

|  |                              |               |
|--|------------------------------|---------------|
| <b>Job Title:</b> Court Reporter (Temporary) | <b>FLSA Status:</b>          | <b>Exempt</b> |
| <b>Dept. Code:</b> 026-001                   | <b>Civil Service Status:</b> | <b>Exempt</b> |

### **SUMMARY:**

Under direction, records, transcribes, and maintains records of court proceedings. Makes verbatim record of court proceedings using written symbols in shorthand, machine shorthand, or oral stenography; furnishes a statement of facts of court proceedings to requesting parties. Provides equipment used in performing duties, including stenographic machine, computers and printers, along with necessary reference material.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Attends all court sessions and makes full record of evidence, objections, rulings, voir dire and arguments when requested by Judge or any party to a case, together with all objections to admissibility of evidence, rulings and remarks of Court;
- Makes full record of jury arguments and voir dire examinations when requested by attorney for any party to a case, together with all objections to such arguments, rulings and remarks of Court;
- Documents and files all exhibits with various Clerk of Courts; preserves all shorthand or machine notes taken in court for three (3) years from date taken for future use and prepares accurate transcript, as instructed, of court proceedings for appeals or future court use;
- Prepares official transcripts of all evidence or other proceedings, or any portion thereof, subject to laws of the State, the rules and instructions of presiding Judge of the Court;
- May conduct deposition of witnesses, receive, execute and return commissions, and make a certificate of proceedings in any county that is included in the judicial district of the court; may prepare jury charges in civil cases; may perform administrative or secretarial services which assist in administrative functions of the Court;
- Regular attendance
- Get along with co-workers.

### **QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

**EDUCATION AND EXPERIENCE:**

- High School diploma or GED
- Must have good computer skills
- One year court reporting experience
- Bilingual is preferred (English/Spanish)

**CERTIFICATES, LICENSES, REGISTRATIONS:**

- Must have proof of a current valid Texas Motor Vehicle Operator's License
- Must be able to be insured by County Insurance carrier.
- Certification by the Supreme Court of Texas and two (2) years experience as a certified shorthand reporter;
- Requirements for certification are that reporters pass an oral exam that consists of dictation and that they pass a written exam at 75 percent accuracy;
- Certified court reporters are also required to complete a specified number of hours of continuing education courses every two (2) years.

**OTHER SKILLS AND ABILITIES:**

- Knowledge of machine shorthand theory and minimum standards established for certification as a Certified Shorthand Reporter by the Supreme Court of Texas, of Texas law and proper court procedure;
- Ability to apply correct punctuation;
- Employee may be assigned other duties in addition to those listed and duties may change according to changing needs of department.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand. The employee is occasionally required to walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms.

The employee must occasionally lift and/or move over 25 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

**SAFETY REQUIREMENTS:**

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities, which may include the following:

- sitting for extended periods of time
- operating assigned office equipment

Maintain mental capacity, which permits:

- making sound decisions and using good judgment
- maintaining confidentiality
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions, which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communicating with others

**ACCIDENT PREVENTION PROGRAM:**

Required to follow all departments' safety regulations.



# HIDALGO COUNTY

## Personnel Adjustment Request Form

DEPARTMENT NAME/NUMBER: Enter department Name  
**County Court-At-Law No. 6 (026-001)**

DATE: Enter Date  
**04/30/2008**

CURRENT POSITION TITLE: Enter position Title  
 -

CURRENT SLOT. #: Enter current  
**026-001-T006**

REQUESTED POSITION TITLE: Enter New Position Title  
 (For new positions or reclassifications)

**Court Reporter**

**REQUEST FOR:**

- New Position     
  Temporary Position     
  Position Reclassification\*     
  Other \_\_\_\_\_

\*Civil Service Positions are submitted to the Civil Service Commission.

**POSITION SALARY REQUEST:**

Salary Amount:    \$ 0                      \$ 60,000.00                      \$ 60,000.00  
    Current Budgeted Salary                      Proposed Budgeted Salary                      Net Change

Position to be funded from one of the following:

- Current Department Budget     
  Annual Budget Cycle     
  Will Require Additional Funds  
 Other \_\_\_\_\_

**POSITION Type:**

- Full Time Employee Object 113         
 Part Time Employee Object 114      
 Full Time Temporary Object 121         
 Part Time Temporary Object 122         
 \$ 28.8461/hr  
   
 Enter hourly rate for temp. positions  
   
 Hourly Rate \* 2,080 hrs. per year = Annual Salary

**TEMPORARY POSITIONS:**

|                                 |                               |   |                             |   |
|---------------------------------|-------------------------------|---|-----------------------------|---|
| <u>05/14/2008</u><br>Start Date | <u>11/14/2008</u><br>End Date | <u>Monday-Friday 8hrs</u><br>Working Days & Hours | <u>40</u><br>Hours Per Week | <u>6 mths</u> <sup>RC</sup><br>Duration (2 weeks, 3 months, etc.) |
|---------------------------------|-------------------------------|---|-----------------------------|---|

**CIVIL SERVICE:**

- |            |                                     |              |                                     |
|------------|-------------------------------------|--------------|-------------------------------------|
| Exempt     | <input checked="" type="checkbox"/> | FLSA: Exempt | <input type="checkbox"/>            |
| Non-Exempt | <input type="checkbox"/>            | Non-Exempt   | <input checked="" type="checkbox"/> |

**JUSTIFICATION/PRIORITY:** (Explain why this position or adjustment request is essential)

Due to unforeseen circumstances, a temporary position is crucial to accommodate the workload of an employee who is currently out on Family Medical Leave (FMLA). The department is currently outsourcing court reporter services and after analyzing the high cost of such, we have determined that hiring a temporary employee would be cost effective to the County.

**NEW POSITION:** Brief job description and attach a copy of the new job description.

The position will encompass recording, transcribing, and maintaining records of court proceedings. Will engage in the preparation of official transcripts of all evidence or other proceedings, or any portion thereof, subject to laws of the State, the rules and instructions of presiding Judge of the Court.

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

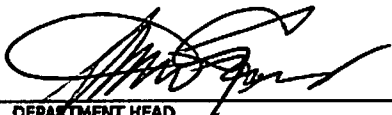
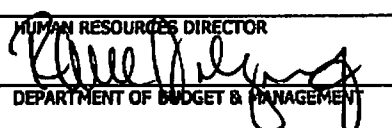
**COMMENTS:** (Any comments you wish to make regarding this request)

Position is crucial to the daily case workload. Due to the unforeseen circumstances, the immediate need, and the high cost of outsourcing the County Court-At-Law No. 6 is requesting a waiver of the posting/advertising procedures.

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

Recommend approval of temporary position.  
Recommend approval of Job Posting due to urgency of need.

|    |   |                |                                   |   |                             |
|----|---|----------------|-----------------------------------|---|-----------------------------|
| 1. |  | <u>05/1/08</u> | FUNDING AVAILABLE IN DEPT. BUDGET | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | HUMAN RESOURCES DIRECTOR  | DATE           | PERSONNEL PROCEDURES COMPLETED    | <input type="checkbox"/> YES            | <input type="checkbox"/> NO |
| 3. |  | <u>5/2/08</u>  | BUDGET PROCEDURES COMPLETED       | <input type="checkbox"/> YES            | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL  | DATE           |                                   |   |                             |

**Hidalgo County Budget Office**  
**FISCAL NOTE**

•Fiscal notes are prepared by the Budget Office to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court  
From: Valde Guerra, Budget Officer  
CC Date: Tuesday, May 06, 2008

Agenda Item: AI-9144

Summary of request/proposal: The County-Court-At-Law #6 is requesting to create one (1) temporary full-time Court Reporter position, slot no. 026-001-T006 at \$28.84 per hour. Action requested due to unforeseen circumstances, the temporary position is crucial to accommodate the workload of an employee who is out on Family Medical Leave (FMLA).

| Fund | Position       | Slot# | Obj | Current Budgeted Salary | Adjustment Requested | Total Salary Requested |
|------|----------------|-------|-----|-------------------------|----------------------|------------------------|
| 1100 | COURT REPORTER | T006  | 121 | 0.00                    | 60,000.00            | 60,000.00              |
|      |                |       |     |                         |                      | 0.00                   |
|      |                |       |     |                         |                      |                        |
|      |                |       |     |                         |                      |                        |
|      |                |       |     |                         |                      |                        |
|      |                |       |     |                         |                      |                        |
|      |                |       |     |                         |                      | 60,000.00              |

**Budgetary Impact:**

| INCREASE/DECREASE ACCOUNT NUMBER | ACCOUNT (OBJECT) NAME    | AMOUNT           |
|----------------------------------|--------------------------|------------------|
| 8- 1100-412-00-026-001-0- 121    | CCL#6- TEMP F/T EMPL     | 30,458.02        |
| 8- 1100-412-00-026-001-0- 211    | CCL#6- HEALTH INSURANCE  | -                |
| 8- 1100-412-00-026-001-0- 212    | CCL#6- LIFE INSURANCE    | -                |
| 8- 1100-412-00-026-001-0- 220    | CCL#6- FICA              | 2,330.04         |
| 8- 1100-412-00-026-001-0- 230    | CCL#6- RETIREMENT        | -                |
| 8- 1100-412-00-026-001-0- 250    | CCL#6- UNEMPLOYMENT COMP | 152.29           |
| 8- 1100-412-00-026-001-0- 260    | CCL#6- WORKER'S COMP     | 127.92           |
| <b>2008 Budgetary Impact</b>     |                          | <b>33,068.27</b> |

**2009 Budgetary Impact:** N/A

**Possible Funding Sources:** **WITHIN DEPARTMENT BUDGET (LAPSED FUNDING)**

**Budget Office Recommendation:**

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |

**HIDALGO COUNTY  
COMMISSIONER COURT  
2008 SALARY SCHEDULE**

1100-412-00-026-001-0  
CCL#6

**AI- 9144**

| Slot #       | Obj Code   | POSITION TITLE              | 2007 BUDGETED SALARY | 2008 ADJUSTED SALARY | 2008 BASE SALARY   | % Inc       | AMOUNT INCREASE | OTHER INCREASE | 2008 BUDGETED SALARY APPROVED | 2008 ACTUAL SALARY | Other Allowances |               |               |               |               | 2008 ACTUAL TOTAL COMPENSATION |
|--------------|------------|-----------------------------|----------------------|----------------------|--------------------|-------------|-----------------|----------------|-------------------------------|--------------------|------------------|---------------|---------------|---------------|---------------|--------------------------------|
|              |            |                             |                      |                      |                    |             |                 |                |                               |                    | Longevity 115    | Interpet. 116 | Supplem. 117  | Auto A. 118   | Clothing 119  |                                |
| 0001         | 111        | JUDGE CRT-AT-LAW            | \$137,418.00         | \$0.00               | \$137,418.00       | 0.04        | \$5,497.00      | \$0.00         | \$142,915.00                  | \$142,915.00       | \$0.00           | \$0.00        | \$0.00        | \$8,000.00    | \$0.00        | \$150,915.00                   |
| 0002         | 113        | COURT REPORTER              | \$62,000.00          | \$0.00               | \$62,000.00        | 0.04        | \$2,480.00      | \$0.00         | \$64,480.00                   | \$64,480.00        | \$0.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$64,480.00                    |
| 0003         | 113        | COURT COORDINATOR           | \$55,000.00          | \$0.00               | \$55,000.00        | 0.04        | \$2,200.00      | \$0.00         | \$57,200.00                   | \$57,200.00        | \$960.00         | \$1,000.00    | \$0.00        | \$0.00        | \$0.00        | \$59,160.00                    |
| 0004         | 113        | BAILIFF/INTERPRETER         | \$40,000.00          | \$0.00               | \$40,000.00        | 0.04        | \$1,600.00      | \$0.00         | \$41,600.00                   | \$41,600.00        | \$1,500.00       | \$5,000.00    | \$0.00        | \$0.00        | \$0.00        | \$48,100.00                    |
| 0005         | 113        | ASSISTANT COURT COORDINATOR | \$40,000.00          | \$0.00               | \$40,000.00        | 0.04        | \$1,600.00      | \$0.00         | \$41,600.00                   | \$41,600.00        | \$0.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$41,600.00                    |
| <b>T006</b>  | <b>121</b> | <b>COURT REPORTER</b>       | <b>\$0.00</b>        | <b>\$60,000.00</b>   | <b>\$60,000.00</b> | <b>0.04</b> | <b>\$0.00</b>   | <b>\$0.00</b>  | <b>\$60,000.00</b>            | <b>\$0.00</b>      | <b>\$0.00</b>    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>                  |
| <b>TOTAL</b> |            |                             | \$334,418.00         | \$60,000.00          | \$394,418.00       |             | \$13,377.00     | \$0.00         | \$407,795.00                  | \$347,795.00       | \$2,460.00       | \$6,000.00    | \$0.00        | \$8,000.00    | \$0.00        | \$364,255.00                   |

CREATION OF POSITION PENDING CC APPROVAL

**AI-8975**  
**HIDTA Task Force**  
**CC REGULAR**

**10.A.**

**Date:** 05/06/2008  
**Submitted By:** Nelda Olivarez, HIDTA  
**Submitted For:** Dora L. Munoz, Commander  
**Department:** HIDTA  
**Agenda Area:** HIDTA - Task Force

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**Information**

**CAPTION**

**HIDTA Task Force-Grant (Fund 1291-Program No. 003 & 015)**

1. Discussion, consideration, and approval to accept the Grant Agreement award no. I8PSSP573Z from the Executive Office of the President-Office of National Drug Control Policy in the amounts of \$685,705.00 and \$11,609.00, respectively for a total award amount of \$697,314.00 for the period of 1-1-2008 to 12-31-2009.
2. Approval of appropriation of funds in the amount of \$685,705.00 (fund 1291, program no. 003) and \$11,609.00 (fund 1291, program no. 015) for a total amount of \$697,314.00 for the period of 1-1-2008 to 12-31-2009.
3. Approval of Salary Schedule (fund 1291, program no. 003).

**HIDTA Task Force Command Center- (Fund 1291-Program No. 002)**

1. Approval of unappropriation of funds for the HIDTA Task Force Command Center, fund 1291 program no. 002, in the amount of \$950,000.00 (Note: This account number will no longer be active).

**HIDTA Task Force-Chapter 59 State Asset Forfeiture Funds (Fund 1251)**

1. Approval of appropriation of funds for the 2008 Chapter 59 State Asset Forfeiture funds in the amount of \$530,266.00.
2. Approval to transfer various employees from HIDTA Task Force Command Center, fund 1291 program no. 002 to HIDTA Task Force-Chapter 59 State Asset Forfeiture Funds, fund 1251 (please refer to attached new Salary Schedule).
3. Approval of Salary Schedule (fund 1251).

**HIDTA Task Force- US Dept. of Treasury Funds (Fund 1252)**

1. Approval of appropriation of funds for the 2008 US Dept. of the Treasury funds in the amount of \$419,734.00.
2. Approval to transfer various employees from HIDTA Task Force Command Center, fund 1291 program no. 002 to HIDTA Task Force- U.S. Treasury funds, fund 1252 (please refer to attached new Salary Schedule).
3. Approval of Salary Schedule (fund 1252).

**BACKGROUND**

The funds identified as "Asset Forfeiture" constitute funds that were generated through the utilization of state forfeiture statutes and participation in the forfeited assets sharing programs through the U.S. Departments of Justice and Treasury. As such, these funds are therefore governed by the "State of Texas Code of Criminal Procedure, Chapter 59.06 Disposition of Forfeited Property" and "A Guide to Equitable Sharing of Federally Forfeited Property for State and Local Law Enforcement Agencies" statutes as to their use, expenditures and accountability.

On January 2, 2008, the Hidalgo County Commissioner's Court approved the 2008 HIDTA Task Force Asset Forfeiture budget and salary schedule (account number 1291-412-00-270-002-0-xxx). The Asset Forfeiture budget was a combination of state and federal funds. To simplify the required State and Federal annual reports, the County Auditor's Office agreed to separate the assest forfeiture fund into four different funds, which are as follows:

1. State of Texas - Chapter 59 Funds
2. U. S. Department of Treasury Funds
3. U. S. Department of Justice Funds
4. Other Forfeiture Funds

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1291-412-00-270-003-8-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Appropriation of funds for the HIDTA Task Force Grant in the amount of \$685,705.00 for the period of 1-1-08 to 12-31-09 (please refer to attached budget amendment, fund 1291 program no. 003).

Revenue Acct No. 8-1291-331-00-270-003-8-000 "HIDTA Task Force 2008 Revenues"

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1251-412-00-270-011-0-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Appropriation of funds for the HIDTA Chapt 59 Asset Forfeiture Funds in the amount of \$530,266.00 for FY 2008. Appropriation amount is the split of \$950,000.00 which is the adjusted budget in fund 1291 program no. 002. Auditor's office will reclassify expenditures and PO's by doing JE's. (Please refer to reclassification memos submitted by HIDTA to Auditor's office).

Revenue Acct no. 8-1251-352-30-270-011-0-00 "HIDTA Task Force Chapt 59 Revenues"

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1252-412-00-270-012-0-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Appropriation of funds for the HIDTA-US Treasury 2008 funds in the amount of \$419,734.00. Appropriation amount is the split of \$950,000.00, which is the adjusted budget for fund 1291 program no. 002. Auditor's office will reclassify actual YTD expenditures and PO's by doing JE's. Please refer to reclassification memo submitted by HIDTA to Auditor's office.

Revenue Acct No. 8-1252-352-30-270-012-0-000 "HIDTA US Treasury Funds Revenues"

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1291-412-00-270-015-8-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Appropriation of funds in the amount of \$11,609.00 for travel and training expenditures as part of the 2008 HIDTA Task Force grant. Total appropriation for FY 2008 Grant (fund 1291) is \$697,314.00. Breakdown: program no. 003 \$685,705.00; program no. 015 \$11,609.00.

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1291-412-00-270-002-0-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Unappropriation of funds in the amount of \$950,000.00 (adjusted budget in expenditure report as of 4-29-08). Fund 1291 program no. 002 "HIDTA Task Force Command Center" will be split between funds 1251 & 1252.

Revenue Acct No. 8-1291-331-10-270-002-0-000 "HIDTA Command Center Program Income"

Auditor's office (as per Mike Escaname-Grants Division) will reclassify actual YTD expenditures and pending PO's accordingly, thus creating the new funds, funds 1251 & 1252 pending CC approval.

According to Rosanna Schettino - Auditor's office Grants Division the adjusted budget amount should be unappropriated due to setting up new budget funds, thus permitting the reclassification of the PO's and actual YTD expenditures by doing journal entries.

Fund 1291 program no. 002 "HIDTA Task Force Command Center" will no longer be active.

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**Attachments**

Link: [2008 Grant Agreement](#)

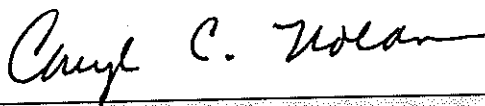
Link: [Expense Report HIDTA fund 1291 program 002](#)

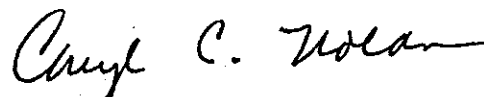
Link: [Revenue Report HIDTA fund 1291 program 002](#)

[Link: HIDTA Grant FY 08 Salary Schedule](#)  
[Link: Chapt 59 HIDTA Budget](#)  
[Link: Chapt 59 HIDTA Salary Schedule](#)  
[Link: Treasury Funds HIDTA Budget](#)  
[Link: HIDTA Treasury Funds Salary Schedule](#)  
[Link: Expense Reclassification Memo HIDTA](#)  
[Link: HIDTA Command Ctr Unappropriation](#)  
[Link: PO Reclassification Memo HIDTA](#)  
[Link: HIDTA Grant FY 08 Budget](#)

**Form Routing/Status**

| <b>Route Seq</b>                | <b>Inbox</b>        | <b>Approved By</b> | <b>Date</b>                     | <b>Status</b> |
|---------------------------------|---------------------|--------------------|---------------------------------|---------------|
| 1                               | Budget & Management | Dina Trevino       | 04/24/2008 10:24 AM             | APRV          |
| 2                               | Ivan Cantu          | Ivan Cantu         | 05/02/2008 11:24 AM             | APRV          |
| 3                               | Rosalinda Cantu     | Rosie Cantu        | 05/02/2008 11:21 AM             | NEW           |
| Form Started By: Nelda Olivarez |                     |                    | Started On: 04/21/2008 10:15 AM |               |
| Final Approval Date: 05/02/2008 |                     |                    |                                 |               |

|  |  |  |   |
|--|--|--|---|
| Executive Office of the President<br>Office of National Drug Control Policy  |  | Page 1 of 4<br>Grant Agreement   |   |
| 1. Recipient Name and Address<br>Mr. Juan Salinas<br>Hidalgo County <del>Administrative</del> Office<br>P O BOX 5719 <del>Judges</del><br>McAllen, TX 78502  |  | 4. Award Number: I8PSSP573Z  |   |
|  |  | 5. Grant Period: From 01/01/08 to 12/31/09   |   |
| 1A. Recipient IRS/Vendor No.: 1746000717A4   |  | 6. Date: 03/17/2008  | 7. Action<br><input checked="" type="checkbox"/> Initial<br><input type="checkbox"/> Supplemental |
| Subrecipient Name and Address  |  | 8. Supplement Number   |   |
| 2A. Subrecipient IRS/Vendor No.:   |  | 9. Previous Award Amount:  |   |
| 3. Project Title<br>McAllen Initiative   |  | 10. Amount of This Award:  | \$697,314.00  |
|  |  | 11. Total Award:   | \$697,314.00  |
| 12. Special Conditions (check, if applicable)<br><input checked="" type="checkbox"/> The above Grant is approved subject to such conditions or limitations as are set forth on the attached 3 pages. |  |  |   |
| 13. Statutory Authority for Grant: Public Law 110-161  |  |  |   |
| <b>AGENCY APPROVAL</b>   |  | <b>RECIPIENT ACCEPTANCE</b>  |   |
| 14. Typed Name and Title of Approving Official<br>Cheryl C. Nolan<br>Acting Deputy Director<br>State, Local and Tribal Affairs   |  | 15. Typed Name and Title of Authorized Official<br>Juan Salinas<br>Mr.<br>Hidalgo County <del>Administrative</del> Office<br><del>Judges</del> |   |
| 16. Signature of Approving ONDCP Official<br>   |  | 17. Signature of Authorized Recipient/Date   |   |
| <b>AGENCY USE ONLY</b>   |  |  |   |
| 18. Accounting Classification Code<br>DUNS: 103110834<br>EIN: 1746000717A4   |  | 19. HIDTA AWARD  |   |

|  |  |  |   |
|--|--|--|---|
| <b>Executive Office of the President</b><br><b>Office of National Drug Control Policy</b>  |  | Page 1 of 4<br><b>Grant Agreement</b>  |   |
| 1. Recipient Name and Address<br>Mr. Juan Salinas<br>Hidalgo County <del>20275</del> Office<br>P O BOX 5719 <del>Judge's</del><br>Mcallen, TX 78502  |  | 4. Award Number: I8PSSP573Z  |   |
|  |  | 5. Grant Period: From 01/01/08 to 12/31/09   |   |
| 1A. Recipient IRS/Vendor No.: 1746000717A4   |  | 6. Date: 03/17/2008  | 7. Action<br><input checked="" type="checkbox"/> Initial<br><input type="checkbox"/> Supplemental |
| Subrecipient Name and Address  |  | 8. Supplement Number   |   |
| 2A. Subrecipient IRS/Vendor No.:   |  | 9. Previous Award Amount:  |   |
| 3. Project Title<br>McAllen Initiative   |  | 10. Amount of This Award: \$697,314.00   |   |
|  |  | 11. Total Award: \$697,314.00  |   |
| 12. Special Conditions (check, if applicable)<br><input checked="" type="checkbox"/> The above Grant is approved subject to such conditions or limitations as are set forth on the attached 3 pages. |  |  |   |
| 13. Statutory Authority for Grant: Public Law 110-161  |  |  |   |
| <b>AGENCY APPROVAL</b>   |  | <b>RECIPIENT ACCEPTANCE</b>  |   |
| 14. Typed Name and Title of Approving Official<br>Cheryl C. Nolan<br>Acting Deputy Director<br>State, Local and Tribal Affairs   |  | 15. Typed Name and Title of Authorized Official<br>Juan Salinas<br>Mr.<br>Hidalgo County <del>20275</del> Office<br><del>Judge's</del> |   |
| 16. Signature of Approving ONDCP Official<br>   |  | 17. Signature of Authorized Recipient/Date   |   |
| <b>AGENCY USE ONLY</b>   |  |  |   |
| 18. Accounting Classification Code<br>DUNS: 103110834<br>EIN: 1746000717A4   |  | 19. HIDTA AWARD  |   |

## GRANT CONDITIONS

### A. General Provisions

1. This grant is subject to:

- OMB Circular A-87 “Cost Principles for State, Local, and Indian Tribal Governments” (or, if applicable, OMB Circular A-21 “Cost Principles for Educational Institutions”);
- OMB Circular A-102 “Grants and Cooperative Agreements with State and Local Governments” (or, if applicable, OMB Circular A-110 “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations”);
- OMB Circular A-133 “Audits of States, Local Governments and Non-Profit Institutions”;
- “Government-wide Debarment and Suspension (Non procurement),” codified at 21 CFR § 1401 et. seq.;
- “Government-wide Requirements for Drug-Free Workplace (Grants)” (codified at 21 CFR § 1401 et. seq.);
- “New Restrictions on Lobbying” (codified at 18 USC § 1903 and 31 USC § 1352).
- Nondiscrimination in Federally Assisted Programs and Equal Opportunity Plans requirements are codified at USC, Title VI (42 USC § 2000d et seq.).
- Immigration and Naturalization Service Employment Eligibility Verification Form (I-9).

2. Audits conducted pursuant to OMB Circular A-133, “Audits of State and Local Governments”, must be submitted no later than nine (9) months after the close of the grantee’s audited fiscal year. A copy of the audit report and management letter must be sent to:

EOP/ONDCP  
Attention: Michael Reles  
GSD/RDF (202) 395-6608  
Anacostia Naval Annex  
Bldg 410/Door 123  
250 Murray Lane, SW  
Washington, DC 20509  
or:  
[mreles@ondcp.eop.gov](mailto:mreles@ondcp.eop.gov)

3. The recipient agrees to submit Financial Status Reports (OMB Standard Form 269) quarterly, during the award period, and at the end of the award period. These forms shall be faxed to the ONDCP HIDTA Financial Management Office at (202) 395-5176 within 30 days after the end of each quarter. Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.
4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the grant.

**B. Special Conditions HIDTA Grants**

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance, dated April 2006.
2. This award is subject to the requirements in ONDCP's "HIDTA Program Policy and Budget Guidance."
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the "HIDTA Program Policy and Budget Guidance."
6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.
7. Property acquired with these HIDTA grant funds is to be used for activities of the SWB South Texas HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, you should make this equipment available to the HIDTA's Executive Board for use by other HIDTA participants.

8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

**C. Payment Basis**

1. A request for Advance or Reimbursement shall be made using the Department of Health and Human Services Division of Payment Management System ([www.dpm.psc.gov](http://www.dpm.psc.gov)). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days before another advance or reimbursement will be approved.
2. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

Ms. Janet Fowler  
Division of Payment Management  
Department of Health and Human Services  
11400 Rockville Pike, Suite 700  
Rockville, MD 20852

4. The grantee or subgrantee may keep interest amounts up to \$100 per year for administrative purposes. (21 CFR § 1403.21(h)(2)(i) et. seq.)

**RECIPIENT ACCEPTANCE OF GRANT CONDITIONS**

Signature: \_\_\_\_\_  
Name: Juan Salinas  
Title: Mr. \_\_\_\_\_

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

FY 2008 - SWB - South Texas HIDTA

**Budget Detail**

All Initiatives  
 Award Recipient - Hidalgo County Auditor's Office  
 Grant/MOA - I8PSSP573Z  
 Resource Recipient - Southwest Border South Texas

Current Budget (Approved) (With Reprogramming) **697,314**

| Personnel                               |             |          |                |
|---|-------------|----------|----------------|
| Position                                | # Positions | Subtotal | Personnel      |
| Administrative staff                    | 1.00        | 33,500   |                |
| Analyst - Intelligence                  | 1.00        | 28,000   |                |
| Attorney                                | 1.00        | 49,385   |                |
| Director                                | 1.00        | 51,875   |                |
| Financial staff                         | 1.00        | 34,850   |                |
| Investigative - Law Enforcement Officer | 6.00        | 222,400  |                |
| Paralegal & support                     | 1.00        | 28,000   |                |
| <b>Total Personnel</b>                  |             |          | <b>448,010</b> |

| Fringe Benefits                         |  |          |                |
|---|--|----------|----------------|
| Name/Position                           |  | Subtotal | Benefits       |
| Administrative staff                    |  | 10,417   |                |
| Analyst - Intelligence                  |  | 8,654    |                |
| Attorney                                |  | 12,370   |                |
| Director                                |  | 16,410   |                |
| Financial staff                         |  | 9,847    |                |
| Investigative - Law Enforcement Officer |  | 75,427   |                |
| Paralegal & support                     |  | 9,130    |                |
| <b>Total Fringe Benefits</b>            |  |          | <b>142,255</b> |

| Overtime              |             |          |          |
|-----------------------|-------------|----------|----------|
| Position              | # Positions | Subtotal | Overtime |
| <b>Total Overtime</b> |             |          | -        |

| Travel              |             |          |              |
|---------------------|-------------|----------|--------------|
| Purpose             | # Positions | Subtotal | Travel       |
| Investigative       | 7.00        | 1,000    |              |
| Training            | 7.00        | 8,609    |              |
| <b>Total Travel</b> |             |          | <b>9,609</b> |

| Facilities              |          |          |               |
|-------------------------|----------|----------|---------------|
| Description             | # Leases | Subtotal | Facilities    |
| Support                 |          | 6,240    |               |
| Utilities               |          | 6,600    |               |
| <b>Total Facilities</b> |          |          | <b>12,840</b> |

| Services                    |            |          |                |
|-----------------------------|------------|----------|----------------|
| Description and Quantity    | # Services | Subtotal | Total Services |
| Communications - data lines | -          | 1,800    |                |

**FY 2008 - SWB - South Texas HIDTA**

**Budget Detail**

All Initiatives

Award Recipient - Hidalgo County Auditor's Office

Grant/MOA - I8PSSP573Z

Resource Recipient - Southwest Border South Texas

|   |                |
|---|----------------|
| <i>Current Budget (Approved) (With Reprogramming)</i> | <b>697,314</b> |
|---|----------------|

|   |      |        |               |
|---|------|--------|---------------|
| Communications - mobile phones & pagers | -    | 10,800 |               |
| Communications - office phones          | -    | 9,600  |               |
| Insurance                               | -    | 7,200  |               |
| Service contracts                       | -    | 7,200  |               |
| Shipping & postage                      | -    | 600    |               |
| Subscriptions - database                | -    | 3,000  |               |
| Training                                | -    | 3,000  |               |
| Vehicle lease - passenger               | 3.00 | 19,200 |               |
| <b>Total Services</b>                   |      |        | <b>62,400</b> |

|                        |                    |                 |                  |
|------------------------|--------------------|-----------------|------------------|
| <b>Equipment</b>       |                    |                 |                  |
| <b>Description</b>     | <b># Equipment</b> | <b>Subtotal</b> | <b>Equipment</b> |
| <b>Total Equipment</b> |                    |                 | -                |

|                           |  |                 |                 |
|---------------------------|--|-----------------|-----------------|
| <b>Supplies</b>           |  |                 |                 |
| <b>Description</b>        |  | <b>Subtotal</b> | <b>Supplies</b> |
| Investigative/operational |  | 18,000          |                 |
| Office                    |  | 4,200           |                 |
| <b>Total</b>              |  |                 | <b>22,200</b>   |

|                    |  |                 |              |
|--------------------|--|-----------------|--------------|
| <b>Other</b>       |  |                 |              |
| <b>Description</b> |  | <b>Subtotal</b> | <b>Other</b> |
| <b>Total</b>       |  |                 | -            |

|                     |                |
|---------------------|----------------|
| <b>Total Budget</b> | <b>697,314</b> |
|---------------------|----------------|

**FY 2008 - SWB South Texas HIDTA**

**Budget Detail**

Initiative - McAllen Initiative

Investigation

Award Recipient - Hidalgo County Auditor's Office

Grant/MOA - I8PSSP573Z

Resource Recipient - Hidalgo County District Attorney's Office

*Current Budget (Approved) (With Reprogramming)* **685,705**

| <b>Personnel</b>                        |                    |                 |                  |
|---|--------------------|-----------------|------------------|
| <b>Position</b>                         | <b># Positions</b> | <b>Subtotal</b> | <b>Personnel</b> |
| Administrative staff                    | 1.00               | 33,500          |                  |
| Analyst - Intelligence                  | 1.00               | 28,000          |                  |
| Attorney                                | 1.00               | 49,385          |                  |
| Director                                | 1.00               | 51,875          |                  |
| Financial staff                         | 1.00               | 34,850          |                  |
| Investigative - Law Enforcement Officer | 6.00               | 222,400         |                  |
| Paralegal & support                     | 1.00               | 28,000          |                  |
| <b>Total Personnel</b>                  |                    |                 | <b>448,010</b>   |

| <b>Fringe Benefits</b>                  |                 |                 |  |
|---|-----------------|-----------------|--|
| <b>Name/Position</b>                    | <b>Subtotal</b> | <b>Benefits</b> |  |
| Administrative staff                    | 10,417          |                 |  |
| Analyst - Intelligence                  | 8,654           |                 |  |
| Attorney                                | 12,370          |                 |  |
| Director                                | 16,410          |                 |  |
| Financial staff                         | 9,847           |                 |  |
| Investigative - Law Enforcement Officer | 75,427          |                 |  |
| Paralegal & support                     | 9,130           |                 |  |
| <b>Total Fringe Benefits</b>            |                 | <b>142,255</b>  |  |

| <b>Overtime</b>       |                    |                 |                 |
|-----------------------|--------------------|-----------------|-----------------|
| <b>Position</b>       | <b># Positions</b> | <b>Subtotal</b> | <b>Overtime</b> |
| <b>Total Overtime</b> |                    |                 |                 |

| <b>Travel</b>       |                    |                 |               |
|---------------------|--------------------|-----------------|---------------|
| <b>Purpose</b>      | <b># Positions</b> | <b>Subtotal</b> | <b>Travel</b> |
| Investigative       | 7.00               | 1,000           |               |
| <b>Total Travel</b> |                    |                 | <b>1,000</b>  |

| <b>Facilities</b>       |                 |                 |                   |
|-------------------------|-----------------|-----------------|-------------------|
| <b>Description</b>      | <b># Leases</b> | <b>Subtotal</b> | <b>Facilities</b> |
| Support                 |                 | 6,240           |                   |
| Utilities               |                 | 6,600           |                   |
| <b>Total Facilities</b> |                 |                 | <b>12,840</b>     |

| <b>Services</b>                         |                   |                 |                       |
|---|-------------------|-----------------|-----------------------|
| <b>Description and Quantity</b>         | <b># Services</b> | <b>Subtotal</b> | <b>Total Services</b> |
| Communications - data lines             | -                 | 1,800           |                       |
| Communications - mobile phones & pagers | -                 | 10,800          |                       |

**FY 2008 - SWB South Texas HIDTA**

**Budget Detail**

Initiative - McAllen Initiative Investigation  
 Award Recipient - Hidalgo County Auditor's Office  
 Grant/MOA - I8PSSP573Z  
 Resource Recipient - Hidalgo County District Attorney's Office

|   |                |
|---|----------------|
| <i>Current Budget (Approved) (With Reprogramming)</i> | <b>685,705</b> |
|---|----------------|

|                                |      |               |  |
|--------------------------------|------|---------------|--|
| Communications - office phones | -    | 9,600         |  |
| Insurance                      | -    | 7,200         |  |
| Service contracts              | -    | 7,200         |  |
| Shipping & postage             | -    | 600           |  |
| Subscriptions - database       | -    | 3,000         |  |
| Vehicle lease - passenger      | 3.00 | 19,200        |  |
| <b>Total Services</b>          |      | <b>59,400</b> |  |

|                        |                    |                 |                  |
|------------------------|--------------------|-----------------|------------------|
| <b>Equipment</b>       |                    |                 |                  |
| <b>Description</b>     | <b># Equipment</b> | <b>Subtotal</b> | <b>Equipment</b> |
| <b>Total Equipment</b> |                    |                 | -                |

|                           |  |                 |                 |
|---------------------------|--|-----------------|-----------------|
| <b>Supplies</b>           |  |                 |                 |
| <b>Description</b>        |  | <b>Subtotal</b> | <b>Supplies</b> |
| Investigative/operational |  | 18,000          |                 |
| Office                    |  | 4,200           |                 |
| <b>Total</b>              |  |                 | <b>22,200</b>   |

|                    |  |                 |              |
|--------------------|--|-----------------|--------------|
| <b>Other</b>       |  |                 |              |
| <b>Description</b> |  | <b>Subtotal</b> | <b>Other</b> |
| <b>Total</b>       |  |                 | -            |

|                     |                |
|---------------------|----------------|
| <b>Total Budget</b> | <b>685,705</b> |
|---------------------|----------------|

**FY 2008 - SWB South Texas HIDTA**

**Budget Detail**

Initiative - South Texas Region Training Initiative  
 Award Recipient - Hidalgo County Auditor's Office  
 Grant/MOA - I8PSSP573Z

Operations Support

Resource Recipient - Hidalgo County District Attorney's Office

|   |               |
|---|---------------|
| <i>Current Budget (Approved) (With Reprogramming)</i> | <b>11,609</b> |
|---|---------------|

| Personnel              |             |          |           |
|------------------------|-------------|----------|-----------|
| Position               | # Positions | Subtotal | Personnel |
| <b>Total Personnel</b> |             |          | -         |

| Fringe Benefits              |  |          |          |
|------------------------------|--|----------|----------|
| Name/Position                |  | Subtotal | Benefits |
| <b>Total Fringe Benefits</b> |  |          | -        |

| Overtime              |             |          |          |
|-----------------------|-------------|----------|----------|
| Position              | # Positions | Subtotal | Overtime |
| <b>Total Overtime</b> |             |          | -        |

| Travel              |             |          |        |
|---------------------|-------------|----------|--------|
| Purpose             | # Positions | Subtotal | Travel |
| Training            | 7.00        | 8,609    |        |
| <b>Total Travel</b> |             |          | 8,609  |

| Facilities              |          |          |            |
|-------------------------|----------|----------|------------|
| Description             | # Leases | Subtotal | Facilities |
| <b>Total Facilities</b> |          |          | -          |

| Services                 |            |          |                |
|--------------------------|------------|----------|----------------|
| Description and Quantity | # Services | Subtotal | Total Services |
| Training                 |            | 3,000    |                |
| <b>Total Services</b>    |            |          | 3,000          |

| Equipment              |             |          |           |
|------------------------|-------------|----------|-----------|
| Description            | # Equipment | Subtotal | Equipment |
| <b>Total Equipment</b> |             |          | -         |

| Supplies     |  |          |          |
|--------------|--|----------|----------|
| Description  |  | Subtotal | Supplies |
| <b>Total</b> |  |          | -        |

| Other |  |  |  |
|-------|--|--|--|
|       |  |  |  |

**FY 2008 - SWB South Texas HIDTA**

**Budget Detail**

Initiative - South Texas Region Training Initiative Operations Support  
Award Recipient - Hidalgo County Auditor's Office  
Grant/MOA - I8PSSP573Z  
Resource Recipient - Hidalgo County District Attorney's Office

|  |        |
|--|--------|
| Current Budget (Approved) (With Reprogramming) | 11,609 |
|--|--------|

| Description | Subtotal | Other |
|-------------|----------|-------|
| Total       |          | -     |

|              |        |
|--------------|--------|
| Total Budget | 11,609 |
|--------------|--------|

**I8PSSP573Z**

**Hidalgo County ~~Auditor's~~ Office**

Criminal District Attorney

**\$697,314.00**

**OFFICE OF NATIONAL DRUG CONTROL POLICY  
FY 08 HIDTA STATE AND LOCAL INITIATIVES**

INSTRUCTIONS FOR APPLICANTS

Attached are the following documents for your FY 08 funding application:

- Approved FY 08 Budget to the **Hidalgo County Auditor's Office** for the **McAllen Initiative Initiative(s)**.
- Application for Federal Assistance, SF-424.
- Budget Information Non-Construction Programs, SF-424A, Page 2.  
(Page 1 will not be utilized.)
- Assurances Non-Construction Programs, SF-424B.
- Budget Information Construction Programs, SF-424C.
- Certification regarding Lobbying; Debarment, Suspension and other Responsibility Matters; Drug-Free Workplace Requirements; Federal Debt Status, and Non-Discrimination Statutes and Implementing Regulations.
- Disclosure of Lobbying Activities.

To submit a grant application for FY 08 HIDTA State and Local Initiative Funding, the following forms must be signed and returned:

- Application for Federal Assistance, SF-424.
- Budget Information Non-Construction Programs, SF-424A, Page 2.  
(Page 1 will not be utilized.)
- Assurances Non-Construction Programs, SF-424B.
- Budget Information Construction Programs, SF-424C.
- Certification regarding Lobbying; Suspension and other Responsibility Matters; Drug-Free Workplace Requirements; Federal Debt Status, and Non-Discrimination Statutes and Implementing Regulations.
- Disclosure of Lobbying Activities.

Each of these documents have been completed based upon information submitted for the FY 08 initiatives. If this information is incorrect, contact the National HIDTA Assistance Center for new forms.

These documents must be completed and signed in their entirety and returned with original signatures affixed before the award letter can be initiated.

After completion, the forms should be sent to:

National HIDTA Assistance Center  
11200 NW 20<sup>th</sup> ST, STE 100  
Miami, FL 33172

(305) 715-7600

**APPLICATION FOR  
FEDERAL ASSISTANCE**

|  |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
|--|--|---|-------------------------------|----------|--------------------------------|-----------|--|--------------|-----------------------|-------------|-----------------|---------------|---------------|-------------------|------------------------|---------------------|---------|
| 1. TYPE OF SUBMISSION<br>Application      Preapplication<br>___ Construction    ___ Construction<br><input checked="" type="checkbox"/> Non-construction    ___ Non-construction   |  | 2. DATE SUBMITTED   | Applicant Identifier:         |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
|  |  | 3. DATE RECEIVED BY STATE   | State Application Identifier  |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
|  |  | 4. DATE RECEIVED BY FEDERAL AGENCY  | Federal Identifier I8PSSP573Z |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 5. APPLICANT INFORMATION   |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| LEGAL NAME: Hidalgo County Auditors Office<br>Criminal District Attorney   |  | ORGANIZATIONAL UNIT:  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| Organizational DUNS: 103110834   |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| ADDRESS (Give city, county, State and Zip Code).<br>Hidalgo County Auditors Office<br>P O BOX 5719<br>McAllen, TX 78502  |  | Name and telephone number of person to be contacted on matters involving this Application (give area code)<br><br>Ms. Dora Munoz<br>(956) 381-0444  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 6. EMPLOYER IDENTIFICATION NUMBER (EIN)<br><br>1746000717A4  |  | 7. TYPE OF APPLICANT: (Enter appropriate letters in box)  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 8. TYPE OF APPLICATION<br><input checked="" type="checkbox"/> New    ___ Continuation    ___ Revision<br><br>If revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/><br>(Specify) _____<br>A. Increase Award    B. Decrease Award<br>C. Increase Duration    D. Decrease Duration<br>Other (specify) _____ |  | <table border="0"> <tr> <td>A. State</td> <td>H. Independent School District</td> </tr> <tr> <td>B. County</td> <td>I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>C. Municipal</td> <td>J. Private University</td> </tr> <tr> <td>D. Township</td> <td>K. Indian Tribe</td> </tr> <tr> <td>E. Interstate</td> <td>L. Individual</td> </tr> <tr> <td>F. Intermunicipal</td> <td>M. Profit Organization</td> </tr> <tr> <td>G. Special District</td> <td>N Other</td> </tr> </table> |                               | A. State | H. Independent School District | B. County | I. State Controlled Institution of Higher Learning | C. Municipal | J. Private University | D. Township | K. Indian Tribe | E. Interstate | L. Individual | F. Intermunicipal | M. Profit Organization | G. Special District | N Other |
| A. State   | H. Independent School District                     |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| B. County  | I. State Controlled Institution of Higher Learning |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| C. Municipal   | J. Private University                              |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| D. Township  | K. Indian Tribe                                    |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| E. Interstate  | L. Individual                                      |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| F. Intermunicipal  | M. Profit Organization                             |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| G. Special District  | N Other  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
|  |  | 9. NAME OF FEDERAL AGENCY: ONDCP  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 10. Catalog of Federal Domestic Assistance Number:   |  | 11. Descriptive Title of Applicant's Project  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| TITLE: 08.I8PSSP573Z   |  | McAllen Initiative<br>Initiative(s)   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):  |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 13. PROPOSED PROJECT   |  | 14. CONGRESSIONAL DISTRICTS OF  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| Start Date<br>1/1/2008   | Ending Date<br>12/31/2009                          | a. Applicant  | b. Project                    |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| 15. ESTIMATED FUNDING:   |  | 16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?  |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| a. Federal   | \$697,314.00                                       | a. YES. This preapplication/application was made available to the State Executive order 12372 process for review on:<br><br>Date: _____   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| b. Applicant   |  | b. No. <input type="checkbox"/> Program is not covered by E.O. 12372<br><input type="checkbox"/> or program has not been selected by state for review   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| c. State   |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| d. Local   |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| e. Other   |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| f. Program Income  |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| g. TOTAL   | \$697,314.00                                       | 17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?<br>Yes    If "Yes", attach an explanation <input checked="" type="checkbox"/> No   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.  |  |   |                               |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |
| a. Type Name of Authorized Representative  |  | b. Title  | c. Telephone                  |          |                                |           |  |              |                       |             |                 |               |               |                   |                        |                     |         |

## INSTRUCTIONS FOR THE SF424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET; SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form used by applicants as a required face sheet for pre applications and application submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:    Entry:

1. Self -Explanatory.
  2. Data application submitted to Federal Agency (or State if applicable) & applicant's control number (if applicable).
  3. State use only (if applicable).
  4. Enter Date Received by Federal Agency, Federal identification number: if this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank.
  5. Enter a legal name of applicant, name of primary organizational unit (including division is applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, email and fax of the person to contact on matters related to this application.
  6. Enter employer Identification Number (EIN) as assigned by the Internal Revenue Service.
  7. Enter the appropriate letter in the space provided.
  8. Check appropriate box and enter appropriate letter(s) in the space(s) provided;
    - "New " means a new assistance award
    - "Continuation" means any change in the Federal Government's financial obligation or contingent liability from an existing obligations
    - "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation.
  9. Name of Federal agency from which assistance is being requested with this application.
  10. Use the Catalog of Federal Domestic Assistance number
11. Enter a brief descriptive title of project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For pre application, use a separate sheet to provide a summary description of this project.
  12. List only the largest political entities affected (e.g., State, counties, cities).
  13. Self- Explanatory.
  14. List the applicant's Congressional-District and any District(s) affected by the program or project.
  15. Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decrease, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.
  16. Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.
  17. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
  18. To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as

Non-Federal Resources

| (a) Grant Program          | (b) Applicant | (c) State | (d) Other Sources | (e) TOTALS |
|----------------------------|---------------|-----------|-------------------|------------|
|                            | \$            | \$        | \$                | \$         |
|                            |               |           |                   |            |
|                            |               |           |                   |            |
|                            |               |           |                   |            |
| TOTAL (sum of line 8 - 11) | \$            | \$        | \$                | \$         |

**SECTION D – FORCASTED CASH NEEDS**

| Total for 1 <sup>st</sup> Year | 1 <sup>st</sup> Quarter | 2 <sup>nd</sup> Quarter | 3 <sup>rd</sup> Quarter | 4 <sup>th</sup> Quarter |
|--------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| \$697,314.00                   | \$174,328.50            | \$174,328.50            | \$174,328.50            | \$174,328.50            |
| Non-Federal                    |                         |                         |                         |                         |
| TOTAL (sum of 13 and 14)       | \$                      | \$                      | \$                      | \$                      |

**SECTION E – BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

| (a) Grant Program | (b) First | (c) Second | (d) Third | (e) Fourth |
|-------------------|-----------|------------|-----------|------------|
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |
|                   |           |            |           |            |

**SECTION F – OTHER BUDGET INFORMATION**

|                 |                       |
|-----------------|-----------------------|
| Direct Charges: | 22. Indirect Charges: |
| Remarks         |                       |

## INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

### General Instruction

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines, which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Section A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

### Section A. Budget Summary Lines 1-4 column (a) and (b)

For applications pertaining to a single Federal grant program (Federal Domestic Assistance Catalog number) and not requiring a functional or activity breakdown, enter on Line 1 under Column (a) the catalog program title and the catalog number in Column (b).

For application pertaining to a single program requiring budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the catalog number in column (b). For application pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the catalog program title on each line in column (a) and the respective catalog number on each line in column (b).

For application pertaining to multiple programs where one or more programs require a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all

one sheet is used, the first page should provide the summary totals by programs.

### Lines 1-4, column (c) through (g)

*For new application*, leave columns (c) and (d) blank. For each line entry in Column (a) and (b), enter in Column (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

*For continuing grant program applications*, submit these forms before the end of each funding period as required by the grantor agency. Enter in column (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in column (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in column (g) should be the sum of amounts in Column (e) and (f).

*For supplemental grants and changes* to existing grants, do not use column (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in column (f) the amount of the increase or decrease of non-federal funds. In Column (g) enter the new total budgeted amount (Federal and non-federal which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in column (e) and (f). The amount(s) in column (g) should not equal the sum of amounts in column (e) and (f).

**Line 5-** Show the totals for all columns used.

### Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on line 1-4, column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

**Lines 6a-I-** Show the totals of Lines 6a to 6h in each

**Line 6j-** Show the amount of indirect cost.

**Line 6K-** Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in column (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, column (e) and (f) on Line 5.

**Line 7-** Enter the estimated amount of income, if any expected to be generated from this project. Do not add or subtract this amount. Show under the program narrative statement the nature and source of income. The estimated amount of program income may be considered by the federal grantor agency in determining the total amount of the grant.

#### **Section C. Non-Federal Resources**

**Lines 8-11** Enter amounts of non-federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) Enter the program titles identical to column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) Enter the contribution to be made by the applicant.

Column (c) Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) Enter the amount of cash and in-kind contribution to be made from all other sources.

Column (e) Enter total of column (b),(c), and (d).

**Line 12-** Enter the total for each of column (b)-(e). The amount in column (e) should be equal to the amount on Line 5, column (f) section A.

#### **Section D. Forecasted Cash Needs**

**Line 13** Enter the amount of cash needed by quarter from the grantor agency during the first year.

**Line 14** –Enter the amount of cash from all other sources needed by quarter during the first year.

**Line 15** – Enter the totals of amounts on Lines 13 and 14.

#### **Section E. Budget Estimates of Federal Funds Needed**

**Lines 16-19-** Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding period (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

**Line 20-** Enter the total for each of the Column (b)-(e). When additional schedules are prepared for this section, annotate accordingly and show the overall totals on this line.

#### **Section F. Other Budget Information**

**Line 21** – Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

**Line 22-** Enter the types of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

**Line 23-** Provide any other explanations or comments deemed necessary.

## ASSURANCES – NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program, if you have questions, please contact the awarding agency. Further, certain Federal-awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost) to ensure proper planning, management and completion of the project describe in this application.
2. Will give the awarding agency, the Comptroller General of United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all record, books, paper, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U. U. C. 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C. F. R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U. S. C. 1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U. S. C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as Office and Treatment Act of 1972 (P. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U. S. C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U S C. 3601 et seq), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (I) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocations Assistance and Real Property Acquisition Policies Act of 1970 (P. L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assistance programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U. S.C. 1501-1508 and 7324-7328) which limit the political activities are funded in whole or in part with Federal Funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U. S. C. 276a to 276a – 7), the Copeland Act (40 U. S. C. 276c and 18 U. S. C. 874), and the Contract Work Hours and Safety Standards Act (40 U. S. C. 327-333), regarding labor standards for federally assisted construction sub agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176 (c) if the Clear Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L.93-205).
12. Will comply with the Wild and Scenic: Rivers Act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties) and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 or OMB Circular No. A-133, Audits of Institutions of Higher Learning and other Non-profit Institutions.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

|   |  |
|---|--|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL<br><br><hr/> Juan Salinas | TITLE<br><br><del>XXX</del> County Judge |
| APPLICANT ORGANIZATION<br>Hidalgo County <del>Area</del> Office       | DATE SUBMITTED                           |

**BUDGET INFORMATION – CONTRUCTION PROGRAMS**

*5. Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case will be notified*

| COST CLASSIFICATION                               | a. Total Cost | b. Costs Not Allowable for Participation | c. Total Allowable Costs (Column a-b) |
|---|---------------|--|---------------------------------------|
| administrative and legal expenses                 |               |  |                                       |
| land, structures, rights of way, appraisals, etc. |               |  |                                       |
| location expenses and payments                    |               |  |                                       |
| architectural and engineering fees                |               |  |                                       |
| other architectural and engineering fees          |               |  |                                       |
| subject inspection fees                           |               |  |                                       |
| other work  |               |  |                                       |
| demolition and removal                            |               |  |                                       |
| construction                                      |               |  |                                       |
| equipment   |               |  |                                       |
| miscellaneous                                     |               |  |                                       |
| SUBTOTAL (sum of lines 1 – 11)                    |               |  |                                       |
| contingencies                                     |               |  |                                       |
| SUBTOTAL  |               |  |                                       |
| project (program) income                          |               |  |                                       |
| TOTAL PROJECT COSTS (subtract # 15 from # 14)     |               |  |                                       |

**FEDERAL FUNDING**

|   |  |
|---|--|
| Federal assistance requested, calculate as follows<br>Consult Federal agency for Federal percentage share).<br>Enter resulting Federal share. | Enter eligible costs from line 16c Multiply X _____% |
|---|--|

## INSTRUCTION FOR THE SF 424-C

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0041), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This sheet is to be used for the following types of applications: (1) "New" (means a new [previous Un-funded] assistance award); (2) "Continuation" (means funding in a succeeding budget which stemmed from a prior agreement to fund); and (3) "Revised" (means any changes in the Federal government's financial obligation or contingent liability from an existing obligation). If there is no change in the award amount there is no need to complete this form. Certain Federal agencies may require only an explanatory letter to the effect minor (no cost) changes. If you have questions please contact the Federal agency.

*Column a.*- If this is an application for a "New" project, enter the total estimated cost of each of the items listed on lines 1 through 16 (as applicable) under "COST CLASSIFICATIONS."

If this application entails a change to an existing award, enter the eligible amounts approved under the previous award for the items under "COST CLASSIFICATION"

*Column b.* If this is an application for a "New" project, enter that portion of the cost of each item in Column a. which is not allowable for Federal Assistance. Contact the Federal agency for assistance in determining the allowability of specific costs.

If this application entails a change to an existing award, enter the adjustment [ + or (-)] to the previously approved costs (from column a.) reflected in this application.

*Column c.* This is the net of line 1 through 16 in columns "a" and "b".

Line 1- Enter estimated amounts needed to cover administrative expenses. Do not include costs which are related to the normal functions of government. Allowable legal costs are generally only those associated with the purchase of land which is allowable for Federal participation and certain services in support of construction of the project.

Line 2 – Enter estimated site and right(s) of way acquisition costs (this includes purchase, lease, and/or easements).

Line 3 – Enter estimated cost related to relocation advisory assistance, replacement housing, and relocation payments to displaced persons and businesses, etc.

Line 4 – Enter estimate basic engineering fees related to construction (this includes start-up services and preparation of project performance work plan).

Line 5 – Enter estimated engineering costs, such as surveys, tests, soil borings, etc.

Line 6 – Enter estimated engineering inspection costs.

Line 7 – Enter estimated costs of site preparation and restoration which are not included in the basic construction contract.

Line 9 – Enter estimated cost of the construction contract.

Line 10 – Enter estimated cost of office, shop, laboratory, safety equipment, etc. to be used at the facility, if such costs are not included in the construction contract.

Line 11 – Enter estimated miscellaneous costs.

Line 12 - Total of items 1 through 11.

Line 13 – Enter estimated contingency costs. (Consult the Federal agency for the percentage of the estimated construction cost to use.)

Line 14 – Enter the total of lines 12 and 13.

Line 15 - Enter estimated program income to be earned during the grant period, e.g. salvaged materials, etc.

Line 16 – Subtract line 15 from line 14.

Line 17 – This block is for the computation of the Federal share. Multiply the total allowable project costs from line 16, column "c" by the Federal percentage share (this may be up to 100 percent; consult Federal agency for Federal

## ASSURANCES – CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET, SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regards to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel prescribed standards for merit system for programs funded under one of the nineteen statutes or regulations specified in appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900 Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794) which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255), as amended, relating to non-discrimination on the basis of drug abuse; (f) the comprehensive alcohol Abuse and alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient record; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other non-discrimination provisions in the specific statute(s) under which application for Federal assistance is being made and (j) the requirements on any other non-discrimination Statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally assisted programs. These requirements apply to all interest in real property acquired for project purpose regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a-7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), The contract Work hours and safety Standards Act (40 U. S. C. 327-333) regarding labor standards for federally assisted construction subagreements.
14. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more
15. Will comply with environmental standards which may be prescribe pursuant to the following: (a) institution of environmental quality control measures under the National environmental policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazard in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered species Act of 1973, as amended, (P.L. 93-205).
16. Will comply with the wild and scenic rivers act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the single Audit Act of 1984.
19. Will comply with all applicable requirements of all other Federal laws, Executive Orders, regulations and policies governing this program.

|   |   |
|---|---|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL<br><br><hr/> Juan Salinas | TITLE<br><input checked="" type="checkbox"/> Mr. County Judge |
| APPLICANT ORGANIZATION<br>Hidalgo County Auditor's Office<br>Judge's  | DATE SUBMITTED<br><br><hr/>                                   |

**OFFICE OF NATIONAL DRUG CONTROL POLICY**

**CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER  
RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; FEDERAL  
DEBT STATUS, AND NONDISCRIMINATION STATUS AND IMPLEMENTING REGULATIONS**

**Instructions for the certifications**

**General Requirements**

The Office of National Drug Control Policy (ONDCP) is required to obtain from all applicants' certifications regarding federal debt status, debarment and suspension, and a drug free workplace. Applicants requesting monies greater than \$100,000 in grants funds must also certify regarding lobbying activities and may be required to submit a "Disclosure of Lobbying Activities" (Standard Form LLL). Institutional applicants are required to certify that they will comply with the nondiscrimination statutes and implementing regulations.

Applicants should refer to the regulations cited below to determine the certifications to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of the form provides for compliance with certification requirements under 21 CFR part 1405, "New Restrictions on Lobbying" and 21 CFR part 1414, Government wide Debarment and Suspension. (Non procurement), Certification Regarding Federal debt Status (OMB Circular A-129), and Certification Regarding the Nondiscrimination Statutes and Implementing Regulations. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Office of National Drug Control Policy determines to award the covered cooperative agreement

**1. LOBBYING**

As required by Section 1352, Title 31 of the U.S. Code, and implemented in 21 CFR part 1405, for persons entering into a cooperative agreement over \$100,000, as defined at 21 CFR Part 1405, the applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete

- (c) The undersigned shall require that the language of this certification be included in the award document for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER  
RESPONSIBILITY MATTER (DIRECT RECIPIENT)**

As required by Executive Order 12549, Debarment and Suspension and implemented at 21 CFR Part 1404, for prospective participants in primary covered transactions

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or and a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or local ) transaction or contract under a public transaction' violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) terminated for cause or default;and

B. Where the applicant is unable to certify to any of the statements in this certification. He or she shall attach an explanation to the application.

**2. DRUG-FREE WORKPLACE (GRANTEES  
OTHER THAN INDIVIDUALS)**

As required by the Drug Free Workplace Act of 1988, and implemented at 21 CFR Part 1404 Subpart F.

A. The applicant certifies that it will or will continue to provide a drug free workplace by:

- (a). Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the applicant's workplace and specifying the actions that will be taken against employees for violations of such prohibition;

- (1) The dangers of drug abuse in the workplace;
- (2) The applicant's policy of maintaining a drug free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violation occurring in the workplace;

- (d) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (e) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

- (f) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such convictions. Employers of convicted employees must provide notice including position title, to: The Assistance Center, 8401 Northwest 53<sup>rd</sup> Terrace, suite 200, Miami, Florida 33166. Notice shall include the identification number of each affected grant;

- (g) Taking one of the following actions within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted-

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal State, or local health, law enforcement, or other appropriate agency;
- (h) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The applicant may insert in the space provided below the site(s) for the performance of work done in connection with the specific cooperative agreement:

Place of Performance (street address, city, country, state, zip code)

Hidalgo County ~~Assistance~~ Office  
HIDTA Task Force

The regulations provide that a recipient that is a State may elect of make one certification in each Federal fiscal year. A copy of which should be included with each application for ONDCP Funding.

**DRUG FREE WORKPLACE (RECIPIENTS WHO ARE INDIVIDUALS)**

As required by the Drug Free Workplace Act of 1988, and implemented at 21 CFR Part 1404 Subpart F.

- A. as a condition of the cooperative agreement, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conduction any activity with the grant; and
- B. If convicted of a criminal drug offense resulting form a violation occurring during the conduct of any grant activity, I will report the conviction in writing, within 10 calendar days of the conviction, to: The Assistance Center, 8401 Northwest 53<sup>rd</sup> Terrace, Suite 208, Miami, Florida 33166.

**4. CERTIFICATION REGARDING FEDERAL DEBT STATUS (OMB Circular A-129)**

The Applicant certifies to the best of its knowledge and belief, that it is not delinquent in the repayment of any federal debt.

**5. CERTIFICATION REGARDING THE NONDISCRIMINATIN STATUTES AND IMPLEMENTING REGULATIONS**

The applicant certifies that it will comply with the following nondiscrimination statues and their implementing regulations: (a) title VI of the Civil right Act of 1964 (42 U.S.C. 2000D et seq.) which provides that no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity for which the applicant received federal financial assistance; (b) Section 504 if the rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving federal financial assistance; (c) title IX of the Education Amendments of 1972m as amended (20 U.S.C. 1981 et seq.) which prohibits discrimination on the basis of sex in education programs and activities receiving federal financial assistance; and (d) the Age Discrimination Act of 1975, and amended (42 U.S.C. 6101 et seq.) which prohibits discrimination on the basis of age in programs and activities receiving federal financial assistance, except that actions which reasonably take age into account as a factor necessary for the normal operation or achievement of any statutory objective of the project or activity shall not violate this statute

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Grantee Name and Address: Hidalgo County ~~Adults~~ Office  
P O BOX 5719 Criminal District Attorney's  
McAllen, TX 78502

Application Number and/or Project Name: I8PSSP573Z

McAllen Initiative Initiative(s)

Grantee IRS/Vendor Number: **1746000717A4**

Type Name and Title of Authorized Representative: Juan Salinas

Mr.

5. Signature: \_\_\_\_\_ 6. Date: \_\_\_\_\_

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure)

|  |  |  |
|--|--|--|
| <p>1. Type of Federal Action:</p> <p><input checked="" type="checkbox"/> <b>b</b></p> <p>a. contract<br/>         b. grant<br/>         c. cooperative agreement<br/>         d. loan<br/>         e. loan guarantee<br/>         f. loan insurance</p>  | <p>2. Status of Federal Action</p> <p><input checked="" type="checkbox"/> <b>b</b></p> <p>a. bid/offer/application<br/>         b. initial award<br/>         c. post-award</p>  | <p>3. Report Type</p> <p><input checked="" type="checkbox"/> <b>a</b></p> <p>a. Initial filing<br/>         b. material change</p> <p>For Material Change only<br/>         Year: _____ Quarter: _____<br/>         Date of last report: _____</p> |
| <p>4. Name and Address of reporting Entity</p> <p><input checked="" type="checkbox"/> Prime    <input type="checkbox"/> Subawardee<br/>         Tier _____, if known:</p> <p><b>Hidalgo County Auditor's Office</b><br/> <b>P O BOX 5719 Criminal District Attorney's</b><br/> <b>McAllen, TX 78502</b></p> <p>Congressional District, if known</p>  |  | <p>5. If reporting entity in No. 4 is Subawardee, Enter name and address of Prime:</p> <p>Congressional District, if known</p>   |
| <p>6. Federal Department/Agency:</p> <p align="center"><b>ONDCP</b></p>  | <p>7. Federal Program Name/Description:</p> <p align="center"><b>HIDTA</b></p>   |  |
| <p>8. Federal Action Number, if known</p> <p><b>I8PSSP573Z</b></p>   | <p>9. Award Amount, if known</p> <p><b>\$697,314.00</b></p>  |  |
| <p>10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI)</p> <p align="center"><b>None</b></p>   | <p>b. Individuals Performing Services (including address if different from No. 10a) last name, first name, MI)</p> <p align="center"><b>None</b></p>   |  |
| (attach Continuation Sheet (s) SF-LLL-A, if necessary)   |  |  |
| <p>11. Amount of Payment (check all that apply):</p> <p>\$ <u>N/A</u> _____ actual _____ planned _____</p>   | <p>13. Type of Payment (check all that apply)</p> <p>_____ a. retainer<br/>         _____ b. one-time fee<br/>         _____ c. commission<br/>         _____ d. contingent fee<br/>         _____ e. deferred<br/>         _____ f. other; specify: _____</p> |  |
| <p>12. Form of Payment (check all that apply):</p> <p>_____ a. cash<br/>         _____ b. in-kind; specify: nature _____ value _____</p>   |  |  |
| <p>14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated in Item 11:</p> <p align="center"><b>HIDTA Related Initiatives</b></p> <p align="center">(attach Continuation Sheet (s) SF-LLL-A, if necessary)</p>   |  |  |
| <p>15. Continuation Sheet(s) SF-LLL-A attached:    _____ Yes    <input checked="" type="checkbox"/> No</p>   |  |  |
| <p>16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is requested pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p> | <p>Signature: _____</p> <p>Print Name:    <b>Juan Salinas</b></p> <p>Title:         <b>XXX County Judge</b><br/>                          <b>MT.</b></p> <p>Telephone No.: _____</p> <p>Date: _____</p>  |  |

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u> |  | <u>Adjusted Budget</u> | <u>Y-T-D Encumb</u> | <u>Period Expended</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|-------------------------------|--|------------------------|---------------------|------------------------|-----------------------|--------------------------|---------------------|
| <b>1291 HIDTA</b>             |  |                        |                     |                        |                       |                          |                     |
| <b>002</b>                    |  |                        |                     |                        |                       |                          |                     |
| 8-1291-412-00-270-002-0-112   | HIDTA TF COMMAND CTR-SAL OF DEPT HEADS   | 13,725.00              | .00                 | .00                    | .00                   | 13,725.00                | .00                 |
| 8-1291-412-00-270-002-0-113   | HIDTA TF COMMAND CTR-PERM F/T EMPLOYEES  | 314,165.00             | .00                 | 19,370.07              | 19,370.07             | 294,794.93               | 6.17                |
| 8-1291-412-00-270-002-0-115   | HIDTA TF COMMAND CTR-LONGEVITY PAY       | 6,540.00               | .00                 | 40.00                  | 40.00                 | 6,500.00                 | .61                 |
| 8-1291-412-00-270-002-0-122   | HIDTA TF COMMAND CTR-TEMP P/T EMPL       | 7,200.00               | .00                 | 2,051.20               | 2,051.20              | 5,148.80                 | 28.49               |
| 8-1291-412-00-270-002-0-131   | HIDTA TF COMMAND CTR-OVERTIME            | 50,000.00              | .00                 | 5,212.01               | 5,212.01              | 44,787.99                | 10.42               |
| 8-1291-412-00-270-002-0-211   | HIDTA TF COMMAND CTR-HEALTH INSURANCE    | 30,625.00              | .00                 | 2,356.43               | 2,356.43              | 28,268.57                | 7.69                |
| 8-1291-412-00-270-002-0-212   | HIDTA TF COMMAND CTR-LIFE INSURANCE      | 235.00                 | .00                 | 16.06                  | 16.06                 | 218.94                   | 6.83                |
| 8-1291-412-00-270-002-0-220   | HIDTA TF COMMAND CTR-FICA                | 29,960.00              | .00                 | 1,987.55               | 1,987.55              | 27,972.45                | 6.63                |
| 8-1291-412-00-270-002-0-230   | HIDTA TF COMMAND CTR-RETIREMENT          | 34,295.00              | .00                 | 2,161.82               | 2,161.82              | 32,133.18                | 6.30                |
| 8-1291-412-00-270-002-0-250   | HIDTA TF COMMAND CTR-UNEMPLOYMENT COMP   | 1,960.00               | .00                 | 133.38                 | 133.38                | 1,826.62                 | 6.81                |
| 8-1291-412-00-270-002-0-260   | HIDTA TF COMMAND CTR-WORKERS COMP        | 24,570.00              | .00                 | 1,127.00               | 1,127.00              | 23,443.00                | 4.59                |
| 8-1291-412-00-270-002-0-320   | HIDTA TF COMMAND CTR-PROFESSIONAL SRV    | 1,000.00               | .00                 | .00                    | .00                   | 1,000.00                 | .00                 |
| 8-1291-412-00-270-002-0-336   | HIDTA TF COMMAND CTR-COMPUTER SERVICES   | 10,000.00              | 175.00              | 1,026.30               | 1,026.30              | 8,798.70                 | 12.01               |
| 8-1291-412-00-270-002-0-339   | HIDTA TF COMMAND CTR-OTHER PROFESSIONAL  | 500.00                 | .00                 | .00                    | .00                   | 500.00                   | .00                 |
| 8-1291-412-00-270-002-0-342   | HIDTA TF COMMAND CTR-INFO & CREDIT SRV   | 2,000.00               | .00                 | .00                    | .00                   | 2,000.00                 | .00                 |
| 8-1291-412-00-270-002-0-346   | HIDTA TF COMMAND CTR-HAULING & FREIGHT   | 3,000.00               | 803.00              | .00                    | .00                   | 2,197.00                 | 26.77               |
| 8-1291-412-00-270-002-0-350   | HIDTA TF COMMAND CTR-CONTRACTUAL SERVICE | 2,000.00               | 150.00              | 341.21                 | 341.21                | 1,508.79                 | 24.56               |
| 8-1291-412-00-270-002-0-412   | HIDTA TF COMMAND CTR-CABLE/SATELLITE TV  | 800.00                 | .00                 | 223.80                 | 223.80                | 576.20                   | 27.98               |
| 8-1291-412-00-270-002-0-425   | HIDTA TF COMMAND CTR-PEST CONTROL        | 1,000.00               | .00                 | .00                    | .00                   | 1,000.00                 | .00                 |
| 8-1291-412-00-270-002-0-431   | HIDTA TF COMMAND CTR-BLDG R&M SERVICE    | 1,500.00               | .00                 | .00                    | .00                   | 1,500.00                 | .00                 |
| 8-1291-412-00-270-002-0-432   | HIDTA TF COMMAND CTR-EQUIP R&M SERVICE   | 3,000.00               | 916.71              | 1,280.51               | 1,280.51              | 802.78                   | 73.24               |
| 8-1291-412-00-270-002-0-434   | HIDTA TF COMMAND CTR-VEHCLE R&M SERVICE  | 15,000.00              | 200.00              | 1,686.79               | 1,686.79              | 13,113.21                | 12.58               |
| 8-1291-412-00-270-002-0-442   | HIDTA TF COMMAND CTR-EQ&VEHICLE RENTALS  | 8,000.00               | 12.00               | 402.19                 | 402.19                | 7,585.81                 | 5.18                |
| 8-1291-412-00-270-002-0-521   | HIDTA TF COMMAND CTR-PROPERTY INSURANCE  | 1,000.00               | .00                 | 444.90                 | 444.90                | 555.10                   | 44.49               |
| 8-1291-412-00-270-002-0-522   | HIDTA TF COMMAND CTR-VEHICLE LIAB INS    | 3,000.00               | .00                 | 2,451.77               | 2,451.77              | 548.23                   | 81.73               |
| 8-1291-412-00-270-002-0-523   | HIDTA TF COMMAND CTR-PUBLIC OFFICIAL INS | 1,500.00               | .00                 | 1,137.12               | 1,137.12              | 362.88                   | 75.81               |
| 8-1291-412-00-270-002-0-524   | HIDTA TF COMMAND CTR-GENERAL INSURANCE   | 4,500.00               | .00                 | 4,217.67               | 4,217.67              | 282.33                   | 93.73               |
| 8-1291-412-00-270-002-0-525   | HIDTA TF COMMAND CTR-CLAIMS & JUDGEMENTS | 10,000.00              | .00                 | .00                    | .00                   | 10,000.00                | .00                 |
| 8-1291-412-00-270-002-0-529   | HIDTA TF COMMAND CTR-SURETY&NOTARY BONDS | 200.00                 | 100.99              | .00                    | .00                   | 99.01                    | 50.50               |
| 8-1291-412-00-270-002-0-531   | HIDTA TF COMMAND CTR-TELEPHONE           | 1,000.00               | .00                 | .00                    | .00                   | 1,000.00                 | .00                 |
| 8-1291-412-00-270-002-0-532   | HIDTA TF COMMAND CTR-CELL PHONE          | 1,000.00               | .00                 | .00                    | .00                   | 1,000.00                 | .00                 |
| 8-1291-412-00-270-002-0-534   | HIDTA TF COMMAND CTR-INTERNET            | 1,500.00               | .00                 | .00                    | .00                   | 1,500.00                 | .00                 |
| 8-1291-412-00-270-002-0-535   | HIDTA TF COMMAND CTR-POSTAGE             | 2,000.00               | .00                 | 222.76                 | 222.76                | 1,777.24                 | 11.14               |
| 8-1291-412-00-270-002-0-536   | HIDTA TF COMMAND CTR-TWO-WAY RADIO       | 55,000.00              | .00                 | .00                    | .00                   | 55,000.00                | .00                 |
| 8-1291-412-00-270-002-0-540   | HIDTA TF COMMAND CTR-ADVERTISING         | 3,500.00               | .00                 | .00                    | .00                   | 3,500.00                 | .00                 |

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u> | <u>Adjusted Budget</u>                   | <u>Y-T-D Encumb</u> | <u>Period Expended</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|-------------------------------|--|---------------------|------------------------|-----------------------|--------------------------|---------------------|
| <b>1291 HIDTA</b>             |  |                     |                        |                       |                          |                     |
| <b>002</b>                    |  |                     |                        |                       |                          |                     |
| 8-1291-412-00-270-002-0-550   | HIDTA TF COMMAND CTR-PRINTING & BINDING  | 2,000.00            | .00                    | 921.99                | 921.99                   | 1,078.01 46.10      |
| 8-1291-412-00-270-002-0-560   | HIDTA TF COMMAND CTR-MICROFILM & FILM DE | 200.00              | .00                    | .00                   | .00                      | 200.00 .00          |
| 8-1291-412-00-270-002-0-583   | HIDTA TF COMMAND CTR-TRAVEL OUT OF CO    | 17,000.00           | 889.00                 | 12,664.27             | 12,664.27                | 3,446.73 79.73      |
| 8-1291-412-00-270-002-0-584   | HIDTA TF COMMAND CTR-REGISTRATION FEES   | 7,000.00            | .00                    | 644.00                | 644.00                   | 6,356.00 9.20       |
| 8-1291-412-00-270-002-0-585   | HIDTA TF COMMAND CTR-NON-EMPLOYEE TRAVEL | 1,500.00            | .00                    | .00                   | .00                      | 1,500.00 .00        |
| 8-1291-412-00-270-002-0-601   | HIDTA TF COMMAND CTR-OFFICE SUPPLIES     | 2,500.00            | 395.59                 | 723.92                | 723.92                   | 1,380.49 44.78      |
| 8-1291-412-00-270-002-0-602   | HIDTA TF COMMAND CTR-PAPER SUPPLIES      | 2,500.00            | .00                    | .00                   | .00                      | 2,500.00 .00        |
| 8-1291-412-00-270-002-0-603   | HIDTA TF COMMAND CTR-EDUCATIONAL SUPPL   | 2,500.00            | .00                    | .00                   | .00                      | 2,500.00 .00        |
| 8-1291-412-00-270-002-0-604   | HIDTA TF COMMAND CTR-CHEM,DRUGS,MEDS&LAB | 200.00              | .00                    | .00                   | .00                      | 200.00 .00          |
| 8-1291-412-00-270-002-0-606   | HIDTA TF COMMAND CTR-MAPS,PLANS,PLATS,ET | 500.00              | .00                    | .00                   | .00                      | 500.00 .00          |
| 8-1291-412-00-270-002-0-607   | HIDTA TF COMMAND CTR-CLEANING&SANITATION | 200.00              | .00                    | .00                   | .00                      | 200.00 .00          |
| 8-1291-412-00-270-002-0-611   | HIDTA TF COMMAND CTR-POLICE SUPPLIES     | 10,000.00           | .00                    | .00                   | .00                      | 10,000.00 .00       |
| 8-1291-412-00-270-002-0-613   | HIDTA TF COMMAND CTR-SAFETY SUPPLIES     | 2,500.00            | 68.50                  | .00                   | .00                      | 2,431.50 2.74       |
| 8-1291-412-00-270-002-0-630   | HIDTA TF COMMAND CTR-FOOD                | 500.00              | .00                    | .00                   | .00                      | 500.00 .00          |
| 8-1291-412-00-270-002-0-631   | HIDTA TF COMMAND CTR-BOTTLED WATER       | 500.00              | 79.00                  | 40.50                 | 40.50                    | 380.50 23.90        |
| 8-1291-412-00-270-002-0-640   | HIDTA TF COMMAND CTR-REFERENCE MATERIALS | 500.00              | .00                    | .00                   | .00                      | 500.00 .00          |
| 8-1291-412-00-270-002-0-661   | HIDTA TF COMMAND CTR-MINOR OFFICE EQUIP  | 3,500.00            | .00                    | 274.79                | 274.79                   | 3,225.21 7.85       |
| 8-1291-412-00-270-002-0-664   | HIDTA TF COMMAND CTR-OTHER MINOR EQUIP   | 2,000.00            | 200.00                 | 844.74                | 844.74                   | 955.26 52.24        |
| 8-1291-412-00-270-002-0-665   | HIDTA TF COMMAND CTR-MINOR COMPUTER EQUI | 6,000.00            | .00                    | .00                   | .00                      | 6,000.00 .00        |
| 8-1291-412-00-270-002-0-666   | HIDTA TF COMMAND CTR-MINOR OFFICE FURN   | 12,500.00           | 11,334.48              | .00                   | .00                      | 1,165.52 90.68      |
| 8-1291-412-00-270-002-0-667   | HIDTA TF COMMAND CTR-MINOR SOFTWARE      | 1,500.00            | .00                    | 42.84                 | 42.84                    | 1,457.16 2.86       |
| 8-1291-412-00-270-002-0-668   | HIDTA TF COMMAND CTR-POLICE WEAPONS      | 15,000.00           | .00                    | .00                   | .00                      | 15,000.00 .00       |
| 8-1291-412-00-270-002-0-671   | HIDTA TF COMMAND CTR-BLDG R&M SUPPLIES   | 500.00              | 25.00                  | .00                   | .00                      | 475.00 5.00         |
| 8-1291-412-00-270-002-0-679   | HIDTA TF COMMAND CTR-OTHER R&M SUPPLIES  | 1,000.00            | .00                    | .00                   | .00                      | 1,000.00 .00        |
| 8-1291-412-00-270-002-0-682   | HIDTA TF COMMAND CTR-GASOLINE/DIESEL     | 24,000.00           | 18,041.55              | 5,731.42              | 5,731.42                 | 227.03 99.05        |
| 8-1291-412-00-270-002-0-684   | HIDTA TF COMMAND CTR-TIRES & TUBES       | 2,000.00            | .00                    | .00                   | .00                      | 2,000.00 .00        |
| 8-1291-412-00-270-002-0-739   | HIDTA TF COMMAND CTR- OTHER STRUCTURES   | 5,000.00            | .00                    | .00                   | .00                      | 5,000.00 .00        |
| 8-1291-412-00-270-002-0-741   | HIDTA TF COMMAND CTR-VEHICLES            | 75,000.00           | .00                    | 63,024.40             | 63,024.40                | 11,975.60 84.03     |
| 8-1291-412-00-270-002-0-743   | HIDTA TF COMMAND CTR-OFFICE EQUIPMENT    | 15,000.00           | .00                    | .00                   | .00                      | 15,000.00 .00       |
| 8-1291-412-00-270-002-0-745   | HIDTA TF COMMAND CTR-COMPUTER EQUIPMENT  | 11,000.00           | 2,781.98               | .00                   | .00                      | 8,218.02 25.29      |
| 8-1291-412-00-270-002-0-746   | HIDTA TF COMMAND CTR-OFFICE FURNITURE    | 36,000.00           | 30,000.00              | .00                   | .00                      | 6,000.00 83.33      |
| 8-1291-412-00-270-002-0-747   | HIDTA TF COMMAND CTR-SOFTWARE            | 2,125.00            | .00                    | .00                   | .00                      | 2,125.00 .00        |
| 8-1291-412-00-270-002-0-748   | HIDTA TF COMMAND CTR-OTHER EQUIPMENT     | 3,000.00            | .00                    | .00                   | .00                      | 3,000.00 .00        |
| 8-1291-412-00-270-002-0-810   | HIDTA TF COMMAND CTR-DUES & MEMBERSHIPS  | 1,000.00            | .00                    | .00                   | .00                      | 1,000.00 .00        |
| 8-1291-412-00-270-002-0-820   | HIDTA TF COMMAND CTR-CLAIMS & JUDGEMENTS | 10,000.00           | .00                    | .00                   | .00                      | 10,000.00 .00       |

**Hidalgo County**

For 01/01/08 - 01/31/09

**Expenditure Summary Report**

FJEXS01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u>  | <u>Adjusted Budget</u> | <u>Y-T-D Encumb</u> | <u>Period Expended</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|--|------------------------|---------------------|------------------------|-----------------------|--------------------------|---------------------|
| <b>1291 HIDTA</b>  |                        |                     |                        |                       |                          |                     |
| <b>002</b>   |                        |                     |                        |                       |                          |                     |
| 8-1291-412-00-270-002-0-831 HIDTA TF COMMAND CTR-COURT COSTS&INVEST  | 7,000.00               | .00                 | 266.00                 | 266.00                | 6,734.00                 | 3.80                |
| 8-1291-412-00-270-002-0-855 HIDTA TF COMMAND CTR-LATE FEES,PENALTIES | 1,500.00               | .00                 | 247.84                 | 247.84                | 1,252.16                 | 16.52               |
| 8-1291-412-00-270-002-0-890 HIDTA TF COMMAND CTR-OTHER               | 20,000.00              | 13,000.00           | 3,065.00               | 3,065.00              | 3,935.00                 | 80.33               |
| <b>002</b>   | <b>950,000.00</b>      | <b>79,172.80</b>    | <b>136,382.25</b>      | <b>136,382.25</b>     | <b>734,444.95</b>        | <b>22.69</b>        |
| <b>1291 HIDTA</b>  | <b>950,000.00</b>      | <b>79,172.80</b>    | <b>136,382.25</b>      | <b>136,382.25</b>     | <b>734,444.95</b>        | <b>22.69</b>        |
| <b>8 YEAR</b>  | <b>950,000.00</b>      | <b>79,172.80</b>    | <b>136,382.25</b>      | <b>136,382.25</b>     | <b>734,444.95</b>        | <b>22.69</b>        |

Hidalgo County

For 01/01/08 - 01/31/09

Revenue Summary Report

FJRES01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u>                                   | <u>Budget Amount</u> | <u>Period Amount</u> | <u>Y-T-D Amount</u> | <u>Balance</u> | <u>Percent Received</u> |
|---|----------------------|----------------------|---------------------|----------------|-------------------------|
| 1291 HIDTA  |                      |                      |                     |                |                         |
| 002   |                      |                      |                     |                |                         |
| 8-1291-331-10-270-002-0-000 HIDTA COMMAND CENTER PROGRAM INCOME | 950,000.00           | 20,986.41            | 20,986.41           | 929,013.59     | 2.21                    |
| 002   | 950,000.00           | 20,986.41            | 20,986.41           | 929,013.59     | 2.21                    |
| 1291 HIDTA  | 950,000.00           | 20,986.41            | 20,986.41           | 929,013.59     | 2.21                    |
| 8 YEAR  | 950,000.00           | 20,986.41            | 20,986.41           | 929,013.59     | 2.21                    |

DEPARTMENT NAME: **HIDTA TASK FORCE**

ACCOUNT NUMBER: **8-1291-412-00-270-003-8-xxx** **FY 2008 GRANT # I8PSSP573Z**

Dept. NO. **270** Program: Grant **3**

Program: Asset - **2**

| SLOT NUMBER  | EMPLOYEE NUMBER | POSITION                         | 2008 Grant Salary | Longevity  | Health Insurance | Life Insurance | FICA        | Retirement  | Unemployment Comp | Worker's Comp | Fringe Benefits |
|--------------|-----------------|----------------------------------|-------------------|------------|------------------|----------------|-------------|-------------|-------------------|---------------|-----------------|
| G0003        | 1031            | Criminal Investigator            | 38,400.00         | 310.72     | 3,388.28         | 25.89          | 2,937.60    | 3,425.28    | 192.00            | 2,757.12      | 13,036.89       |
| G0004        | 88994           | Criminal Investigator            | 36,800.00         | 354.87     | 3,386.05         | 25.88          | 2,815.20    | 3,282.56    | 184.00            | 2,642.24      | 12,690.80       |
| G0002        | 65226           | Assistant District Attorney      | 49,385.00         | 1,852.15   | 3,213.20         | 24.55          | 3,777.95    | 4,405.14    | 246.93            | 321.00        | 13,840.92       |
| G0011        | 36625           | Administrative Assistant         | 33,500.00         | 481.89     | 4,087.11         | 31.23          | 2,562.75    | 2,988.20    | 167.50            | 150.75        | 10,469.43       |
| G0010        | 89605           | Intelligence Research Specialist | 28,000.00         | 0.00       | 4,274.67         | 32.67          | 2,142.00    | 2,497.60    | 140.00            | 126.00        | 9,212.93        |
| G0001        | 43354           | Commander                        | 51,875.00         | 474.47     | 3,621.76         | 27.68          | 3,968.44    | 4,627.25    | 259.38            | 3,724.63      | 16,703.59       |
| G0009        | 70491           | Accountant                       | 34,850.00         | 439.29     | 3,353.21         | 25.63          | 2,666.03    | 3,108.62    | 174.25            | 156.83        | 9,923.85        |
| G0006        | 153818          | Criminal Investigator            | 36,800.00         | 0.00       | 3,419.02         | 26.13          | 2,815.20    | 3,282.56    | 184.00            | 2,642.24      | 12,369.15       |
| G0005        | 60135           | Criminal Investigator            | 36,800.00         | 0.00       | 3,419.02         | 26.13          | 2,815.20    | 3,282.56    | 184.00            | 2,642.24      | 12,369.15       |
| G0004        | 149098          | Criminal Investigator            | 36,800.00         | 0.00       | 3,419.02         | 26.13          | 2,815.20    | 3,282.56    | 184.00            | 2,642.24      | 12,369.15       |
| G0008        | 72192           | Criminal Investigator            | 36,800.00         | 0.00       | 3,419.02         | 26.13          | 2,815.20    | 3,282.56    | 184.00            | 2,642.24      | 12,369.15       |
| G0012        | 57347           | Legal Secretary                  | 28,000.00         | 568.85     | 3,618.51         | 27.65          | 2,142.00    | 2,497.60    | 140.00            | 126.00        | 9,120.61        |
| <b>TOTAL</b> |                 |                                  | \$448,010.00      | \$4,482.22 | \$42,618.86      | \$325.69       | \$34,272.77 | \$39,962.49 | \$2,240.05        | \$20,573.52   | \$144,475.60    |

\*COMMANDER'S WORKER'S COMPENSATION INSURANCE SHORT BY \$2,221.00-WILL BE COVERED BY ASSET FORFEITURE FUNDS

DATE: April 23, 2008  
DEPARTMENT HEAD: Dora L. Munoz  
DEPARTMENT NAME: HIDTA Task Force  
ACCOUNT NUMBER: Expenditure - 1251-412-00-270-011-0-XXX (Chapter 59 State Funds)  
SUBJECT: Budget Amendments (Increases) in Accordance with V.A.C.S., Articles 689a-11, 1666a and 1666b



Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with V.A.C.S., Pursuant to Article 689a-11, 1666a, 1666b:

| INCREASE OBJECT NUMBER(S)    | ACCOUNT (OBJECT) NAME                | INCREASE (DECREASE) |
|------------------------------|--------------------------------------|---------------------|
| 8-1251-412-00-270-011-0- 112 | Department Head                      | 13,725.00           |
| 8-1251-412-00-270-011-0- 113 | Full - time Employees                | 167,599.00          |
| 8-1251-412-00-270-011-0- 115 | Longevity pay                        | 1,518.00            |
| 8-1251-412-00-270-011-0- 122 | Temp P/T                             | 7,200.00            |
| 8-1251-412-00-270-011-0- 211 | Health Insurance                     | 16,921.00           |
| 8-1251-412-00-270-011-0- 212 | Life Insurance                       | 129.00              |
| 8-1251-412-00-270-011-0- 220 | FICA / Social Security Contributions | 14,835.00           |
| 8-1251-412-00-270-011-0- 230 | Retirement                           | 16,656.00           |
| 8-1251-412-00-270-011-0- 250 | Unemployment Compensation            | 970.00              |
| 8-1251-412-00-270-011-0- 260 | Worker's compensation                | 12,523.00           |
| 8-1251-412-00-270-011-0- 342 | Information and credit services      | 2,000.00            |
| 8-1251-412-00-270-011-0- 346 | Hauling & Freight                    | 3,000.00            |
| 8-1251-412-00-270-011-0- 339 | Other Professional                   | 500.00              |
| 8-1251-412-00-270-011-0- 425 | Pest Control                         | 1,000.00            |
| 8-1251-412-00-270-011-0- 525 | Claims & Judgments                   | 10,000.00           |
| 8-1251-412-00-270-011-0- 529 | Notary Bonds                         | 200.00              |
| 8-1251-412-00-270-011-0- 531 | Telephone                            | 1,000.00            |
| 8-1251-412-00-270-011-0- 532 | Mobile Phone                         | 1,000.00            |
| 8-1251-412-00-270-011-0- 534 | Internet Service                     | 1,500.00            |
| 8-1251-412-00-270-011-0- 536 | Two-way Radio                        | 55,000.00           |
| 8-1251-412-00-270-011-0- 540 | Advertising                          | 3,500.00            |
| 8-1251-412-00-270-011-0- 585 | Travel-Non Employee                  | 1,500.00            |
| 8-1251-412-00-270-011-0- 602 | Office Paper Supplies                | 2,500.00            |
| 8-1251-412-00-270-011-0- 603 | Educational Supplies                 | 2,500.00            |
| 8-1251-412-00-270-011-0- 604 | Medical Supplies                     | 200.00              |
| 8-1251-412-00-270-011-0- 606 | Maps, plans, plats, etc              | 500.00              |
| 8-1251-412-00-270-011-0- 611 | Police & Camera Supplies             | 10,000.00           |
| 8-1251-412-00-270-011-0- 613 | Safety supplies                      | 2,500.00            |
| 8-1251-412-00-270-011-0- 630 | Food                                 | 500.00              |
| 8-1251-412-00-270-011-0- 640 | Reference Materials                  | 500.00              |
| 8-1251-412-00-270-011-0- 665 | Minor Computer Equipment             | 6,000.00            |
| 8-1251-412-00-270-011-0- 668 | Police weapons                       | 15,000.00           |
| 8-1251-412-00-270-011-0- 671 | Bldg R&M Supplies                    | 500.00              |
| 8-1251-412-00-270-011-0- 679 | Other R&M Supplies                   | 1,000.00            |
| 8-1251-412-00-270-011-0- 684 | Vehicle Tires and Tubes              | 2,000.00            |
| 8-1251-412-00-270-011-0- 739 | Other Structures                     | 5,000.00            |
| 8-1251-412-00-270-011-0- 741 | Vehicle                              | 75,000.00           |
| 8-1251-412-00-270-011-0- 743 | Office Equipment                     | 15,000.00           |
| 8-1251-412-00-270-011-0- 746 | Office Furniture                     | 29,790.00           |
| 8-1251-412-00-270-011-0- 810 | Dues & Memberships                   | 1,000.00            |

| INCREASE OBJECT<br>NUMBER(S) | ACCOUNT (OBJECT) NAME                        | INCREASE<br>(DECREASE) |
|------------------------------|--|------------------------|
| 8-1251-412-00-270-011-0-     | 820 Claims & Judgments                       | 10,000.00              |
| 8-1251-412-00-270-011-0-     | 831 Court Costs and Investigation            | 7,000.00               |
| 8-1251-412-00-270-011-0-     | 855 Late Fees, penalties and finance charges | 1,500.00               |
| 8-1251-412-00-270-011-0-     | 890 Other                                    | 10,000.00              |
| TOTAL APPROPRIATIONS         |  | <b>530,266.00</b>      |
| 8-1251-352-30-270-011-0-     | 000 HIDTA TASK FORCE CHAPTER 59 FUNDS-REVE   | 530,266.00             |
| TOTAL ESTIMATED REVENUES     |  | <b>\$530,266.00</b>    |

TO APPROPRIATE THE HIDALGO COUNTY HIDTA STATE OF TEXAS CHAPTER 59 ASSET FORFEITURE FUNDS

There are no areas in my current budget to reduce in order to fund the above mentioned item(s).

\_\_\_\_\_  
APPROVED BY  
COMMISSIONER'S COURT

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DATE

\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

\_\_\_\_\_  
ATTEST BY COUNTY CLERK

DEPARTMENT NAME: **HIDTA TASK FORCE**

ACCOUNT NUMBER: **State of Texas Chapter 59 - Asset Forfeiture Funds.**

Dept. No. **270** Program: Grant **3** Program: Asset **-2**

**8-1251-412-00-270-011-0-**

| SLOT NUMBER | EMPLOYEE NUMBER | POSITION                         | 2008 Salaries under Chapter 59 | Longevity  | Health Insurance | Life Insurance | FICA        | Retirement  | Unemploy Comp | Worker's Comp | Fringe Benefits |
|-------------|-----------------|----------------------------------|--------------------------------|------------|------------------|----------------|-------------|-------------|---------------|---------------|-----------------|
| G0001       | 43354           | Commander                        | 13,125.00                      | 125.53     | 958.24           | 7.32           | 1,049.96    | 1,224.27    | 68.63         | 985.46        | 4,419.41        |
| G0001       | 43354           | Commander                        |                                |            |                  |                |             |             |               | 2,220.61      | \$2,220.61      |
| G0002       | 65226           | Assistant District Attorney      | 18,367.00                      | 787.85     | 1,366.80         | 10.45          | 1,607.04    | 1,873.82    | 105.04        | 136.55        | 5,887.54        |
| G0003       | 1031            | Criminal Investigator            | 13,086.00                      | 109.28     | 1,191.72         | 9.11           | 1,033.21    | 1,204.74    | 67.53         | 969.73        | 4,585.32        |
| G0004       | 149098          | Criminal Investigator            | 12,496.00                      | 0.00       | 1,160.98         | 8.87           | 955.94      | 1,114.64    | 62.48         | 897.21        | 4,200.13        |
| G0005       | 60135           | Criminal Investigator            | 12,496.00                      | 0.00       | 1,160.98         | 8.87           | 955.94      | 1,114.64    | 62.48         | 897.21        | 4,200.13        |
| G0006       | 153818          | Criminal Investigator            | 12,496.00                      | 0.00       | 1,160.98         | 8.87           | 955.94      | 1,114.64    | 62.48         | 897.21        | 4,200.13        |
| G0007       | 88994           | Criminal Investigator            | 12,496.00                      | 125.13     | 1,193.95         | 9.12           | 992.66      | 1,157.46    | 64.88         | 931.68        | 4,474.88        |
| G0008       | 72192           | Criminal Investigator            | 12,496.00                      | 0.00       | 1,160.98         | 8.87           | 955.94      | 1,114.64    | 62.48         | 897.21        | 4,200.13        |
| G0009       | 70491           | Accountant                       | 12,150.00                      | 160.71     | 1,226.79         | 9.38           | 975.38      | 1,137.30    | 63.75         | 57.38         | 3,630.68        |
| G0010       | 89605           | Intelligence Research Specialist | 2,000.00                       | 0.00       | 305.33           | 2.33           | 153.00      | 178.40      | 10.00         | 9.00          | 658.07          |
| G0011       | 36625           | Administrative Assistant         | 3,500.00                       | 58.11      | 492.89           | 3.77           | 309.06      | 360.37      | 20.20         | 18.18         | 1,262.58        |
| G0012       | 57347           | Legal Secretary                  | 6,720.00                       | 151.15     | 961.49           | 7.35           | 569.16      | 663.65      | 37.20         | 33.48         | 2,423.48        |
| T003        | 142166          | Clerk Typist / Part-Time         | 7,200.00                       |            |                  |                | 550.80      | 0.00        | 36.00         | 32.40         | 619.20          |
| 0001        |                 | Criminal Investigator            | 49,296.00                      |            | 4,580.00         | 35.00          | 3,771.14    | 4,397.20    | 246.48        | 3,539.46      | 16,569.28       |
|             |                 |                                  | \$187,924.00                   | \$1,517.78 | \$16,921.14      | \$129.31       | \$14,835.18 | \$16,655.78 | \$969.62      | \$12,522.76   | \$63,551.57     |

\*COMMANDER'S WORKER'S COMPENSATION INSURANCE UNDER THE 2008 GRANT IS SHORT BY \$2,221.00-  
WILL BE COVERED BY ASSET FORFEITURE FUNDS (1251-412-00-270-011-0-xxx)

DATE: April 23, 2008  
 DEPARTMENT HEAD: Dora L. Munoz  
 DEPARTMENT NAME: HIDTA Task Force  
 ACCOUNT NUMBER: Expenditure - 1252-412-00-270-012-0-XXX ( US Dept of Treasury Funds)  
 SUBJECT: Budget Amendments (Increases) in Accordance with V.A.C.S., Articles 689a-11,1666a and 1666b



Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with V.A.C.S., Pursuant to Article 689a-11, 1666a, 1666b:

| INCREASE OBJECT NUMBER(S)   | ACCOUNT (OBJECT) NAME                | INCREASE (DECREASE) |
|-----------------------------|--------------------------------------|---------------------|
| 8-1252-412-00-270-012-0-113 | Full - time Employees                | 146,566.00          |
| 8-1252-412-00-270-012-0-115 | Longevity pay                        | 5,022.00            |
| 8-1252-412-00-270-012-0-131 | Overtime                             | 50,000.00           |
| 8-1252-412-00-270-012-0-211 | Health Insurance                     | 13,704.00           |
| 8-1252-412-00-270-012-0-212 | Life Insurance                       | 106.00              |
| 8-1252-412-00-270-012-0-220 | FICA / Social Security Contributions | 15,125.00           |
| 8-1252-412-00-270-012-0-230 | Retirement                           | 17,639.00           |
| 8-1252-412-00-270-012-0-250 | Unemployment Compensation            | 990.00              |
| 8-1252-412-00-270-012-0-260 | Worker's compensation                | 12,047.00           |
| 8-1252-412-00-270-012-0-320 | Professional Service                 | 1,000.00            |
| 8-1252-412-00-270-012-0-336 | Computer Services                    | 10,000.00           |
| 8-1252-412-00-270-012-0-350 | Contractual Services                 | 2,000.00            |
| 8-1252-412-00-270-012-0-412 | Cable Television                     | 800.00              |
| 8-1252-412-00-270-012-0-431 | Bldg R&M                             | 1,500.00            |
| 8-1252-412-00-270-012-0-432 | Equip R&M Service                    | 3,000.00            |
| 8-1252-412-00-270-012-0-434 | Vehicle R&M Service                  | 15,000.00           |
| 8-1252-412-00-270-012-0-442 | Rental of Equipment and Vehicle      | 8,000.00            |
| 8-1252-412-00-270-012-0-521 | Bldg Insurance                       | 1,000.00            |
| 8-1252-412-00-270-012-0-522 | Liability Insurance - Vehicle        | 3,000.00            |
| 8-1252-412-00-270-012-0-523 | Public Official Insurance            | 1,500.00            |
| 8-1252-412-00-270-012-0-524 | Other Insurance                      | 4,500.00            |
| 8-1252-412-00-270-012-0-535 | Postage and Express Mail Charges     | 2,000.00            |
| 8-1252-412-00-270-012-0-550 | Printing                             | 2,000.00            |
| 8-1252-412-00-270-012-0-560 | Film Development                     | 200.00              |
| 8-1252-412-00-270-012-0-583 | Travel -out of county                | 17,000.00           |
| 8-1252-412-00-270-012-0-584 | Travel Registration fees             | 7,000.00            |
| 8-1252-412-00-270-012-0-601 | Office Supplies                      | 2,500.00            |
| 8-1252-412-00-270-012-0-607 | Cleaning and Janitorial Supplies     | 200.00              |
| 8-1252-412-00-270-012-0-631 | Bottled Water                        | 500.00              |
| 8-1252-412-00-270-012-0-661 | Minor Office Equipment and Furniture | 3,500.00            |
| 8-1252-412-00-270-012-0-666 | Minor Office Furniture               | 12,500.00           |
| 8-1252-412-00-270-012-0-664 | Other Minor Equipment                | 2,000.00            |
| 8-1252-412-00-270-012-0-667 | Software                             | 1,500.00            |
| 8-1252-412-00-270-012-0-682 | Vehicle Gasoline                     | 24,000.00           |
| 8-1252-412-00-270-012-0-745 | Computer equipment                   | 11,000.00           |
| 8-1252-412-00-270-012-0-746 | Office Furniture                     | 6,210.00            |
| 8-1252-412-00-270-012-0-747 | Software                             | 2,125.00            |
| 8-1252-412-00-270-012-0-748 | Other Equipment                      | 3,000.00            |
| 8-1252-412-00-270-012-0-890 | Other                                | 10,000.00           |
| <b>TOTAL APPROPRIATIONS</b> |                                      | <b>419,734.00</b>   |

| INCREASE OBJECT<br>NUMBER(S) | ACCOUNT (OBJECT) NAME                     | INCREASE<br>(DECREASE) |
|------------------------------|---|------------------------|
| 8-1252-352-30-270-012-0-     | 000 HIDTA TASK FORCE TREASURY FUNDS REVEN | 419,734.00             |
| TOTAL ESTIMATED REVENUES     |   | <b>\$419,734.00</b>    |

TO APPROPRIATE THE HIDALGO COUNTY HIDTA U.S. DEPARTMENT OF TREASURY ASSET FORFEITURE FUNDS

There are no areas in my current budget to reduce in order to fund the above mentioned item(s).

\_\_\_\_\_  
APPROVED BY  
COMMISSIONER'S COURT

\_\_\_/\_\_\_/\_\_\_  
DATE

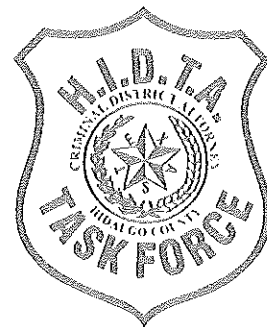
\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

\_\_\_\_\_  
ATTEST BY COUNTY CLERK

DATE: 23-Apr-08  
 DEPARTMENT HEAD: Dora L. Munoz  
 DEPARTMENT NAME: **HIDTA TASK FORCE**  
 ACCOUNT NUMBER: **Treasury Funds**      **8-1252-412-00-270-012-0-xxx**

| SLOT NUMBER                              | EMPLOYEE NUMBER | POSITION              | Treasury Salary | Overtime    | Longevity | Health Insurance | Life Insurance | FICA        | Retirement  | Unemployment Comp | Worker's Comp | Fringe Benefits |
|--|-----------------|-----------------------|-----------------|-------------|-----------|------------------|----------------|-------------|-------------|-------------------|---------------|-----------------|
| <b><u>GRANT EMPLOYEES</u></b>            |                 |                       |                 |             |           |                  |                |             |             |                   |               |                 |
| G0003                                    | 43354           | Criminal Investigator | 0.00            | 5,000.00    |           | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| G0004                                    | 8894            | Criminal Investigator | 0.00            | 5,000.00    |           | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| G0006                                    | 153818          | Criminal Investigator | 0.00            | 5,000.00    |           | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| G0005                                    | 60135           | Criminal Investigator | 0.00            | 5,000.00    |           | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| G0004                                    | 149098          | Criminal Investigator | 0.00            | 5,000.00    |           | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| G0008                                    | 72192           | Criminal Investigator | 0.00            | 5,000.00    |           | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| <b><u>CHAPTER 59 - EMPLOYEE</u></b>      |                 |                       |                 |             |           |                  |                |             |             |                   |               |                 |
| 0001                                     |                 | Criminal Investigator | 0.00            | 5,000.00    | 0.00      | 229.00           | 1.75           | 382.50      | 446.00      | 25.00             | 359.00        | 1,443.25        |
| <b><u>TREASURY FUNDS - EMPLOYEES</u></b> |                 |                       |                 |             |           |                  |                |             |             |                   |               |                 |
| 0001                                     | 121193          | Criminal Investigator | 49,296.00       | 5,000.00    | 0.00      | 4,580.00         | 35.00          | 4,153.64    | 4,843.20    | 174.25            | 3,898.45      | 17,684.54       |
| 0002                                     | 037524          | Criminal Investigator | 49,296.00       | 5,000.00    | 660.00    | 4,580.00         | 35.00          | 4,204.13    | 4,918.56    | 184.00            | 3,945.84      | 18,527.53       |
| 0003                                     |                 | Criminal Investigator | 49,296.00       | 5,000.00    | 0.00      | 4,580.00         | 35.00          | 4,153.64    | 4,843.20    | 184.00            | 3,898.45      | 17,694.29       |
|  |                 |                       | \$147,888.00    | \$50,000.00 | \$660.00  | \$15,343.00      | \$117.25       | \$15,188.91 | \$17,726.96 | \$717.25          | \$14,255.74   | \$64,009.11     |

# Hidalgo County H.I.D.T.A. Task Force



## Memorandum

To: Ray Eufrazio, CPA, Hidalgo County Auditor  
From: Dora L. Munoz, HIDTA Task Force Commander  
Date: April 30, 2008  
Ref: Reclassifying Asset Forfeiture Expenditures into new Fund

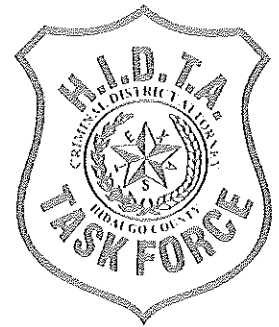
The HIDTA Task Force requested to unappropriate the asset forfeiture account number (1291-412-00-270-002-0-xxx) and to create different funds for the State, Federal, and Other Asset Forfeiture funds.

Below are the expenditures that were paid with State of Texas - Chapter 59 funds.

Please transfer the following objects from 8-1291-412-270-002-0-xxx into 8-1251-412-00-270-011-0-xxx

| INCREASE OBJECT NUMBER(S)   | ACCOUNT (OBJECT) NAME                    | INCREASE (DECREASE) |
|-----------------------------|--|---------------------|
| 8-1251-412-00-270-011-0-113 | Full - time Employees                    | 7,584.00            |
| 8-1251-412-00-270-011-0-115 | Longevity pay                            | 40.00               |
| 8-1251-412-00-270-011-0-122 | Temp P/T                                 | 2,051.20            |
| 8-1251-412-00-270-011-0-211 | Health Insurance                         | 1,041.85            |
| 8-1251-412-00-270-011-0-212 | Life Insurance                           | 7.51                |
| 8-1251-412-00-270-011-0-220 | FICA / Social Security Contributions     | 1,058.35            |
| 8-1251-412-00-270-011-0-230 | Retirement                               | 1,070.67            |
| 8-1251-412-00-270-011-0-250 | Unemployment Compensation                | 71.24               |
| 8-1251-412-00-270-011-0-260 | Worker's compensation                    | 560.30              |
| 8-1251-412-00-270-011-0-741 | Vehicle                                  | 63,024.40           |
| 8-1251-412-00-270-011-0-831 | Court Costs and Investigation            | 266.00              |
| 8-1251-412-00-270-011-0-855 | Late Fees, penalties and finance charges | 247.84              |
| 8-1251-412-00-270-011-0-890 | Other                                    | 65.00               |
| TOTAL TRANSFER AMOUNT       |  | 77,088.36           |

# Hidalgo County H.I.D.T.A. Task Force



## Memorandum

To: Ray Eufrazio, CPA, Hidalgo County Auditor  
From: Dora L. Munoz, HIDTA Task Force Commander  
Date: April 30, 2008  
Ref: Reclassifying Asset Forfeiture Expenditures into new Fund

The HIDTA Task Force requested to unappropriate the asset forfeiture account number (1291-412-00-270-002-0-xxxx) and to create different funds for the State, Federal, and Other Asset Forfeiture funds.

Below are the expenditures that were paid with U.S. Department of Treasury Funds.

Please transfer the following objects from 8-1291-412-270-002-0-xxx into 8-1252-412-00-270-012-0-xxxx

| INCREASE OBJECT NUMBER(S)   | ACCOUNT (OBJECT) NAME                | INCREASE (DECREASE) |
|-----------------------------|--------------------------------------|---------------------|
| 8-1252-412-00-270-012-0-113 | Full - time Employees                | 11,786.07           |
| 8-1252-412-00-270-012-0-131 | Overtime                             | 5,212.01            |
| 8-1252-412-00-270-012-0-211 | Health Insurance                     | 1,314.58            |
| 8-1252-412-00-270-012-0-212 | Life Insurance                       | 8.55                |
| 8-1252-412-00-270-012-0-220 | FICA / Social Security Contributions | 929.20              |
| 8-1252-412-00-270-012-0-230 | Retirement                           | 1,091.15            |
| 8-1252-412-00-270-012-0-250 | Unemployment Compensation            | 62.14               |
| 8-1252-412-00-270-012-0-260 | Worker's compensation                | 566.70              |
| 8-1252-412-00-270-012-0-336 | Computer Services                    | 1,026.30            |
| 8-1252-412-00-270-012-0-350 | Contractual Services                 | 341.21              |
| 8-1252-412-00-270-012-0-412 | Cable Television                     | 223.80              |
| 8-1252-412-00-270-012-0-432 | Equip R&M Service                    | 1,280.51            |
| 8-1252-412-00-270-012-0-434 | Vehicle R&M Service                  | 1,686.79            |
| 8-1252-412-00-270-012-0-442 | Rental of Equipment and Vehicle      | 402.19              |
| 8-1252-412-00-270-012-0-521 | Bldg Insurance                       | 444.90              |
| 8-1252-412-00-270-012-0-522 | Liability Insurance - Vehicle        | 2,451.77            |
| 8-1252-412-00-270-012-0-523 | Public Official Insurance            | 1,137.12            |
| 8-1252-412-00-270-012-0-524 | Other Insurance                      | 4,217.67            |
| 8-1252-412-00-270-012-0-535 | Postage and Express Mail Charges     | 222.76              |
| 8-1252-412-00-270-012-0-550 | Printing                             | 921.99              |
| 8-1252-412-00-270-012-0-583 | Travel -out of county                | 12,664.27           |
| 8-1252-412-00-270-012-0-584 | Travel Registration fees             | 644.00              |
| 8-1252-412-00-270-012-0-601 | Office Supplies                      | 723.92              |
| 8-1252-412-00-270-012-0-631 | Bottled Water                        | 40.50               |
| 8-1252-412-00-270-012-0-661 | Minor Office Equipment and Furniture | 274.79              |
| 8-1252-412-00-270-012-0-664 | Other Minor Equipment                | 844.74              |
| 8-1252-412-00-270-012-0-667 | Software                             | 42.84               |
| 8-1252-412-00-270-012-0-682 | Vehicle Gasoline                     | 5,731.42            |
| 8-1252-412-00-270-012-0-890 | Other                                | 3,000.00            |
| TOTAL TRANSFER AMOUNT       |                                      | 59,293.89           |

DATE: April 29, 2008  
 DEPARTMENT HEAD: Dora L. Munoz  
 DEPARTMENT NAME: HIDTA Task Force  
 ACCOUNT NUMBER: Expenditure - 1291-412-00-270-002-0-XXX  
 SUBJECT: Budget Amendments (Increases) in Accordance with V.A.C.S., Articles 689a-11,1666a and 1666b



Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with V.A.C.S., Pursuant to Article 689a-11, 1666a, 1666b:

| INCREASE OBJECT NUMBER(S)   | ACCOUNT (OBJECT) NAME                | INCREASE (DECREASE) |
|-----------------------------|--------------------------------------|---------------------|
| 8-1291-412-00-270-002-0-112 | Department Head                      | (13,725.00)         |
| 8-1291-412-00-270-002-0-113 | Full - time Employees                | (314,165.00)        |
| 8-1291-412-00-270-002-0-115 | Longevity pay                        | (6,540.00)          |
| 8-1291-412-00-270-002-0-122 | Temp P/T                             | (7,200.00)          |
| 8-1291-412-00-270-002-0-131 | Overtime                             | (50,000.00)         |
| 8-1291-412-00-270-002-0-211 | Health Insurance                     | (30,625.00)         |
| 8-1291-412-00-270-002-0-212 | Life Insurance                       | (235.00)            |
| 8-1291-412-00-270-002-0-220 | FICA / Social Security Contributions | (29,960.00)         |
| 8-1291-412-00-270-002-0-230 | Retirement                           | (34,295.00)         |
| 8-1291-412-00-270-002-0-250 | Unemployment Compensation            | (1,960.00)          |
| 8-1291-412-00-270-002-0-260 | Worker's compensation                | (24,570.00)         |
| 8-1291-412-00-270-002-0-320 | Professional Service                 | (1,000.00)          |
| 8-1291-412-00-270-002-0-336 | Computer Services                    | (10,000.00)         |
| 8-1291-412-00-270-002-0-339 | Other Professional                   | (500.00)            |
| 8-1291-412-00-270-002-0-342 | Information and credit services      | (2,000.00)          |
| 8-1291-412-00-270-002-0-346 | Hauling & Freight                    | (3,000.00)          |
| 8-1291-412-00-270-002-0-350 | Contractual Services                 | (2,000.00)          |
| 8-1291-412-00-270-002-0-412 | Cable Television                     | (800.00)            |
| 8-1291-412-00-270-002-0-425 | Pest Control                         | (1,000.00)          |
| 8-1291-412-00-270-002-0-431 | Bldg R&M                             | (1,500.00)          |
| 8-1291-412-00-270-002-0-432 | Equip R&M Service                    | (3,000.00)          |
| 8-1291-412-00-270-002-0-434 | Vehicle R&M Service                  | (15,000.00)         |
| 8-1291-412-00-270-002-0-442 | Rental of Equipment and Vehicle      | (8,000.00)          |
| 8-1291-412-00-270-002-0-521 | Bldg Insurance                       | (1,000.00)          |
| 8-1291-412-00-270-002-0-522 | Liability Insurance - Vehicle        | (3,000.00)          |
| 8-1291-412-00-270-002-0-523 | Public Official Insurance            | (1,500.00)          |
| 8-1291-412-00-270-002-0-524 | Other Insurance                      | (4,500.00)          |
| 8-1291-412-00-270-002-0-525 | Claims & Judgments                   | (10,000.00)         |
| 8-1291-412-00-270-002-0-529 | Notary Bonds                         | (200.00)            |
| 8-1291-412-00-270-002-0-531 | Telephone                            | (1,000.00)          |

| <b>INCREASE OBJECT<br/>NUMBER(S)</b> | <b>ACCOUNT (OBJECT) NAME</b>             | <b>INCREASE<br/>(DECREASE)</b> |
|--------------------------------------|--|--------------------------------|
| 8-1291-412-00-270-002-0-             | 532 Mobile Phone                         | (1,000.00)                     |
| 8-1291-412-00-270-002-0-             | 534 Internet Service                     | (1,500.00)                     |
| 8-1291-412-00-270-002-0-             | 535 Postage and Express Mail Charges     | (2,000.00)                     |
| 8-1291-412-00-270-002-0-             | 536 Two-way Radio                        | (55,000.00)                    |
| 8-1291-412-00-270-002-0-             | 540 Advertising                          | (3,500.00)                     |
| 8-1291-412-00-270-002-0-             | 550 Printing                             | (2,000.00)                     |
| 8-1291-412-00-270-002-0-             | 560 Film Development                     | (200.00)                       |
| 8-1291-412-00-270-002-0-             | 583 Travel -out of county                | (17,000.00)                    |
| 8-1291-412-00-270-002-0-             | 584 Travel Registration fees             | (7,000.00)                     |
| 8-1291-412-00-270-002-0-             | 585 Travel-Non Employee                  | (1,500.00)                     |
| 8-1291-412-00-270-002-0-             | 601 Office Supplies                      | (2,500.00)                     |
| 8-1291-412-00-270-002-0-             | 602 Office Paper Supplies                | (2,500.00)                     |
| 8-1291-412-00-270-002-0-             | 603 Educational Supplies                 | (2,500.00)                     |
| 8-1291-412-00-270-002-0-             | 604 Medical Supplies                     | (200.00)                       |
| 8-1291-412-00-270-002-0-             | 606 Maps, plans, plats, etc              | (500.00)                       |
| 8-1291-412-00-270-002-0-             | 607 Cleaning and Janitorial Supplies     | (200.00)                       |
| 8-1291-412-00-270-002-0-             | 611 Police & Camera Supplies             | (10,000.00)                    |
| 8-1291-412-00-270-002-0-             | 613 Safety supplies                      | (2,500.00)                     |
| 8-1291-412-00-270-002-0-             | 630 Food                                 | (500.00)                       |
| 8-1291-412-00-270-002-0-             | 631 Bottled Water                        | (500.00)                       |
| 8-1291-412-00-270-002-0-             | 640 Reference Materials                  | (500.00)                       |
| 8-1291-412-00-270-002-0-             | 661 Minor Office Equipment and Furniture | (3,500.00)                     |
| 8-1291-412-00-270-002-0-             | 664 Other Minor Equipment                | (2,000.00)                     |
| 8-1291-412-00-270-002-0-             | 665 Minor Computer Equipment             | (6,000.00)                     |
| 8-1291-412-00-270-002-0-             | 666 Minor Office Furniture               | (12,500.00)                    |
| 8-1291-412-00-270-002-0-             | 667 Software                             | (1,500.00)                     |
| 8-1291-412-00-270-002-0-             | 668 Police weapons                       | (15,000.00)                    |
| 8-1291-412-00-270-002-0-             | 671 Bldg R&M Supplies                    | (500.00)                       |
| 8-1291-412-00-270-002-0-             | 679 Other R&M Supplies                   | (1,000.00)                     |
| 8-1291-412-00-270-002-0-             | 682 Vehicle Gasoline                     | (24,000.00)                    |
| 8-1291-412-00-270-002-0-             | 684 Vehicle Tires and Tubes              | (2,000.00)                     |
| 8-1291-412-00-270-002-0-             | 739 Other Structures                     | (5,000.00)                     |
| 8-1291-412-00-270-002-0-             | 741 Vehicle                              | (75,000.00)                    |
| 8-1291-412-00-270-002-0-             | 743 Office Equipment                     | (15,000.00)                    |
| 8-1291-412-00-270-002-0-             | 745 Computer equipment                   | (11,000.00)                    |
| 8-1291-412-00-270-002-0-             | 746 Office Furniture                     | (36,000.00)                    |
| 8-1291-412-00-270-002-0-             | 747 Software                             | (2,125.00)                     |
| 8-1291-412-00-270-002-0-             | 748 Other Equipment                      | (3,000.00)                     |
| 8-1291-412-00-270-002-0-             | 810 Dues & Memberships                   | (1,000.00)                     |
| 8-1291-412-00-270-002-0-             | 820 Claims & Judgments                   | (10,000.00)                    |

| INCREASE OBJECT<br>NUMBER(S) | ACCOUNT (OBJECT) NAME                                 | INCREASE<br>(DECREASE)     |
|------------------------------|---|----------------------------|
| 8-1291-412-00-270-002-0-     | 831 Court Costs and Investigation                     | (7,000.00)                 |
| 8-1291-412-00-270-002-0-     | 855 Late Fees, penalties and finance charges          | (1,500.00)                 |
| 8-1291-412-00-270-002-0-     | 890 Other   | (20,000.00)                |
|                              | UN-APPROPRIATE  | <u>(950,000.00)</u>        |
| 8-1291-331-10-270-002-0-     | 000 HIDTA TASK FORCE COMMAND CENTER PROGRAM<br>INCOME | <u>(950,000.00)</u>        |
|                              | TOTAL ESTIMATED REVENUES                              | <u><u>(950,000.00)</u></u> |

TO UNAPPROPRIATE THE HIDALGO COUNTY HIDTA COMMAND CENTER - FORFEITURE FUND

There are no areas in my current budget to reduce in order to fund the above mentioned item(s).

\_\_\_\_\_  
APPROVED BY  
COMMISSIONER'S COURT

\_\_\_/\_\_\_/\_\_\_  
DATE

\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

\_\_\_\_\_  
ATTEST BY COUNTY CLERK

# Hidalgo County H.I.D.T.A. Task Force



## Memorandum

To: Ray Eufrazio, CPA, Hidalgo County Auditor  
 From: Dora L. Munoz, HIDTA Task Force Commander  
 Date: May 1, 2008  
 Ref: Reclassifying Asset Forfeiture Open Purchase Orders into new Fund

The HIDTA Task Force requested to unappropriate the asset forfeiture account number (1291-412-00-270-002-0-xxx) and to create different funds for the State, Federal, and Other Asset Forfeiture funds.

Below are the Open Purchase Orders that are currently under account number 8-1291-412-270-002-0-xxx, please be advised that these Purchase Orders need to be transferred into the newly created "State of Texas Chapter 59 Fund".

Please transfer the following Open Purchase Orders from 8-1291-412-270-002-0-xxx into 8-1251-412-00-270-011-0-xxx

| OBJECT NUMBER         | ACCOUNT (OBJECT) NAME | PURCHASE ORDER NUMBER | VENDOR NAME                 | AMOUNT OF ORIGINAL PO | LIQUIDATED AMOUNT | OPEN AMOUNT TO TRANSFER |
|-----------------------|-----------------------|-----------------------|-----------------------------|-----------------------|-------------------|-------------------------|
| 346                   | Hauling & Freight     | 600610                | Zamor'a Wrecker Service     | 75.00                 | 0.00              | 75.00                   |
| 346                   | Hauling & Freight     | 602432                | Abrego Towing & Storage     | 728.00                | 0.00              | 728.00                  |
| 529                   | Surety & Notary Bonds | 601223                | Texas Notary Express        | 100.99                | 0.00              | 100.99                  |
| 613                   | Safety Supplies       | 602487                | Corporate Express           | 68.50                 | 0.00              | 68.50                   |
| 746                   | Office Furniture      | 600770                | The Hon Company             | 29,790.00             | 0.00              | 29,790.00               |
| 890                   | Other                 | 601822                | Clean Harbors Environmental | 13,000.00             | 0.00              | 13,000.00               |
| TOTAL TRANSFER AMOUNT |                       |                       |                             | \$ 43,762.49          | \$ -              | \$ 43,762.49            |

Should you have any questions, please contact Nelda Olivarez, HIDTA accountant or me. Thank you.

\* Total Purchase Order No. 600770 is encumbered for \$30,000.00

|   |              |
|---|--------------|
| 8-1251-412-00-270-011-0-746 (Chapter 59 Fund) | 29,790.00    |
| 8-1252-412-00-270-012-0-746 (Treasury Fund)   | 210.00       |
| Total Encumbered under PO#600770              | \$ 30,000.00 |

# Hidalgo County H.I.D.T.A. Task Force

## Memorandum



To: Ray Eufrazio, CPA, Hidalgo County Auditor  
 From: Dora L. Munoz, HIDTA Task Force Commander  
 Date: May 1, 2008  
 Ref: Reclassifying Asset Forfeiture Open Purchase Orders into new Fund

The HIDTA Task Force requested to unappropriate the asset forfeiture account number (1291-412-00-270-002-0-xxxx) and to create different funds for the State, Federal, and Other Asset Forfeiture funds.

Below are the Open Purchase Orders that are currently under account number 8-1291-412-270-002-0-xxxx, please be advised that these Purchase Orders need to be transferred into the newly created "U S Department of Treasury Fund".

Please transfer the following Open Purchase Orders from 8-1291-412-270-002-0-xxxx into 8-1252-412-00-270-012-0-xxxx

| OBJECT NUMBER         | ACCOUNT (OBJECT) NAME  | PURCHASE ORDER NUMBER | VENDOR NAME                  | AMOUNT OF ORIGINAL PO | LIQUIDATED AMOUNT | OPEN AMOUNT TO TRANSFER |
|-----------------------|------------------------|-----------------------|------------------------------|-----------------------|-------------------|-------------------------|
| 336                   | Computer Services      | 601541                | Mendoza Technologies         | 75.00                 | 0.00              | 75.00                   |
| 336                   | Computer Services      | 602415                | Mendoza Technologies         | 100.00                | 0.00              | 100.00                  |
| 350                   | Contractual Service    | 602429                | Lone Star Shredding          | 150.00                | 0.00              | 150.00                  |
| 432                   | Equip R&M Service      | 592570                | Copy Graphics, Inc.          | 757.22                | 0.00              | 757.22                  |
| 432                   | Equip R&M Service      | 597455                | Copy Graphics, Inc.          | 900.00                | 740.51            | 159.49                  |
| 434                   | Vehicle R&M Service    | 597882                | Kip's Kwik Lube Center       | 100.00                | 0.00              | 100.00                  |
| 434                   | Vehicle R&M Service    | 600688                | Kip's Kwik Lube Center       | 100.00                | 0.00              | 100.00                  |
| 442                   | Eq&Vehicle Rentals     | 599340                | Valley Bottle Water          | 18.00                 | 6.00              | 12.00                   |
| 583                   | Travel out of County   | 597705                | Dora L. Munoz                | 469.00                | 0.00              | 469.00                  |
| 583                   | Travel out of County   | 601629                | Dora L. Munoz                | 180.00                | 0.00              | 180.00                  |
| 583                   | Travel out of County   | 601741                | Nelda Olivarez / Sonya Lopez | 240.00                | 0.00              | 240.00                  |
| 583                   | Travel out of County   | 60278                 | Dora L. Munoz                | 90.00                 | 0.00              | 90.00                   |
| 583                   | Travel out of County   | 602795                | Nelda Olivarez / Sonya Lopez | 240.00                | 0.00              | 240.00                  |
| 601                   | Office Supplies        | 600111                | Dell Marketing               | 325.00                | 0.00              | 325.00                  |
| 601                   | Office Supplies        | 601122                | Corporate Express            | 699.51                | 628.92            | 70.59                   |
| 631                   | Bottled Water          | 594510                | Valley Bottle Water          | 34.75                 | 30.00             | 4.75                    |
| 631                   | Bottled Water          | 599340                | Valley Bottle Water          | 82.50                 | 8.25              | 74.25                   |
| 664                   | Other Minor Equip      | 599525                | Sprint                       | 50.00                 | 0.00              | 50.00                   |
| 664                   | Other Minor Equip      | 602584                | Sprint                       | 150.00                | 0.00              | 150.00                  |
| 666                   | Minor Office Furniture | 600770                | The Hon Company              | 11,334.48             | 0.00              | 11,334.48               |
| 671                   | Bldg R&M Supplies      | 599344                | Broadway Hardware            | 25.00                 | 0.00              | 25.00                   |
| 682                   | Gasoline/Diesel        | 593623                | Texaco/Shell                 | 1,000.00              | 0.00              | 1,000.00                |
| 682                   | Gasoline/Diesel        | 595704                | Valero Marketing & Supply    | 4,767.97              | 3,794.86          | 973.11                  |
| 682                   | Gasoline/Diesel        | 598464                | Valero Marketing & Supply    | 10,000.00             | 1,931.56          | 8,068.44                |
| 682                   | Gasoline/Diesel        | 600380                | Texaco/Shell                 | 3,000.00              | 0.00              | 3,000.00                |
| 682                   | Gasoline/Diesel        | 600383                | Valero Marketing & Supply    | 5,000.00              | 0.00              | 5,000.00                |
| 745                   | Computer Equipment     | 600519                | Dell Marketing               | 1,586.28              | 0.00              | 1,586.28                |
| 745                   | Computer Equipment     | 600520                | Dell Marketing               | 1,195.70              | 0.00              | 1,195.70                |
| *746                  | Office Furniture       | 600770                | The Hon Company              | 210.00                | 0.00              | 210.00                  |
| TOTAL TRANSFER AMOUNT |                        |                       |                              | \$ 42,880.41          | \$ 7,140.10       | \$ 35,740.31            |

Should you have any questions, please contact Nelda Olivarez, HIDTA accountant or me. Thank you.

\* Purchase Order No. 600770 is encumbered for \$30,000.00

|   |              |
|---|--------------|
| 8-1251-412-00-270-011-0-746 (Chapter 59 Fund) | 29,790.00    |
| 8-1252-412-00-270-012-0-746 (Treasury Fund)   | 210.00       |
| Total Encumbered under PO#600770              | \$ 30,000.00 |

High Intensity Drug Trafficking Area

Hidalgo County

1001 - Standard Report Spec

Expenditure Summary Report

Standard Report Format

Run Date 05/01/08 11:17 AM

For 01/01/08 - 04/30/08

Periods 01 - 04

| Account No/Description                   | Adjusted Budget | Y-T-D Encumb | Period Expended | Y-T-D Expended | Available Balance | Percent Used |
|--|-----------------|--------------|-----------------|----------------|-------------------|--------------|
| <b>1291 HIDTA</b>                        |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-112              | 13,725.00       | .00          | .00             | .00            | 13,725.00         | .00          |
| HIDTA TF COMMAND CTR-SAL OF DEPT HEADS   |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-113              | 314,165.00      | .00          | 19,370.07       | 19,370.07      | 294,794.93        | 6.17         |
| HIDTA TF COMMAND CTR-PERM F/T EMPLOYEES  |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-115              | 6,540.00        | .00          | 40.00           | 40.00          | 6,500.00          | .61          |
| HIDTA TF COMMAND CTR-LONGEVITY PAY       |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-122              | 7,200.00        | .00          | 2,051.20        | 2,051.20       | 5,148.80          | 28.49        |
| HIDTA TF COMMAND CTR-TEMP F/T EMPL       |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-131              | 50,000.00       | .00          | 5,212.01        | 5,212.01       | 44,787.99         | 10.42        |
| HIDTA TF COMMAND CTR-OVERTIME            |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-211              | 30,625.00       | .00          | 2,356.43        | 2,356.43       | 28,268.57         | 7.69         |
| HIDTA TF COMMAND CTR-HEALTH INSURANCE    |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-212              | 235.00          | .00          | 16.06           | 16.06          | 218.94            | 6.83         |
| HIDTA TF COMMAND CTR-LIFE INSURANCE      |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-220              | 29,960.00       | .00          | 1,987.55        | 1,987.55       | 27,972.45         | 6.63         |
| HIDTA TF COMMAND CTR-FICA                |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-230              | 34,295.00       | .00          | 2,161.82        | 2,161.82       | 32,133.18         | 6.30         |
| HIDTA TF COMMAND CTR-RETIREMENT          |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-250              | 1,960.00        | .00          | 133.38          | 133.38         | 1,826.62          | 6.81         |
| HIDTA TF COMMAND CTR-UNEMPLOYMENT COMP   |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-260              | 24,570.00       | .00          | 1,127.00        | 1,127.00       | 23,443.00         | 4.59         |
| HIDTA TF COMMAND CTR-WORKERS COMP        |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-320              | 1,000.00        | .00          | .00             | .00            | 1,000.00          | .00          |
| HIDTA TF COMMAND CTR-PROFESSIONAL SRV    |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-336              | 10,000.00       | 175.00       | 1,026.30        | 1,026.30       | 8,798.70          | 12.01        |
| HIDTA TF COMMAND CTR-COMPUTER SERVICES   |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-339              | 500.00          | .00          | .00             | .00            | 500.00            | .00          |
| HIDTA TF COMMAND CTR-OTHER PROFESSIONAL  |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-342              | 2,000.00        | .00          | .00             | .00            | 2,000.00          | .00          |
| HIDTA TF COMMAND CTR-HAULING & FREIGHT   |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-350              | 3,000.00        | 803.00       | .00             | .00            | 2,197.00          | 26.77        |
| HIDTA TF COMMAND CTR-CONTRACTUAL SERVICE |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-412              | 2,000.00        | 150.00       | 341.21          | 341.21         | 1,508.79          | 24.56        |
| HIDTA TF COMMAND CTR-CABLE/SATELLITE TV  |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-425              | 800.00          | .00          | 223.80          | 223.80         | 576.20            | 27.98        |
| HIDTA TF COMMAND CTR-PEST CONTROL        |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-431              | 1,000.00        | .00          | .00             | .00            | 1,000.00          | .00          |
| HIDTA TF COMMAND CTR-BLDG R&M SERVICE    |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-432              | 1,500.00        | 916.71       | 1,280.51        | 1,280.51       | 802.78            | 73.24        |
| HIDTA TF COMMAND CTR-EQUIP R&M SERVICE   |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-434              | 3,000.00        | 200.00       | 1,686.79        | 1,686.79       | 13,113.21         | 12.58        |
| HIDTA TF COMMAND CTR-EQ&VEHICLE RENTALS  |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-442              | 15,000.00       | 12.00        | 402.19          | 402.19         | 7,585.81          | 5.18         |
| HIDTA TF COMMAND CTR-VEHICLE R&M SERVICE |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-521              | 8,000.00        | .00          | 444.90          | 444.90         | 555.10            | 44.49        |
| HIDTA TF COMMAND CTR-PROPERTY INSURANCE  |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-522              | 1,000.00        | .00          | 2,451.77        | 2,451.77       | 548.23            | 81.73        |
| HIDTA TF COMMAND CTR-VEHICLE LIAB INS    |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-523              | 3,000.00        | .00          | 1,137.12        | 1,137.12       | 362.88            | 75.81        |
| HIDTA TF COMMAND CTR-PUBLIC OFFICIAL INS |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-524              | 1,500.00        | .00          | 4,217.67        | 4,217.67       | 282.33            | 93.73        |
| HIDTA TF COMMAND CTR-GENERAL INSURANCE   |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-525              | 4,500.00        | .00          | .00             | .00            | 10,000.00         | .00          |
| HIDTA TF COMMAND CTR-CLAIMS & JUDGEMENTS |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-531              | 10,000.00       | 100.99       | .00             | .00            | 99.01             | 50.50        |
| HIDTA TF COMMAND CTR-SURETY&NOTARY BONDS |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-532              | 200.00          | .00          | .00             | .00            | 1,000.00          | .00          |
| HIDTA TF COMMAND CTR-TELEPHONE           |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-533              | 1,000.00        | .00          | .00             | .00            | 1,000.00          | .00          |
| HIDTA TF COMMAND CTR-CELL PHONE          |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-534              | 1,000.00        | .00          | .00             | .00            | 1,500.00          | .00          |
| HIDTA TF COMMAND CTR-INTERNET            |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-535              | 1,500.00        | .00          | 222.76          | 222.76         | 1,777.24          | 11.14        |
| HIDTA TF COMMAND CTR-POSTAGE             |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-536              | 2,000.00        | .00          | .00             | .00            | 55,000.00         | .00          |
| HIDTA TF COMMAND CTR-TWO-WAY RADIO       |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-540              | 55,000.00       | .00          | .00             | .00            | 3,500.00          | .00          |
| HIDTA TF COMMAND CTR-ADVERTISING         |                 |              |                 |                |                   |              |

Hidalgo County

Expenditure Summary Report

1001 - Standard Report Spec

Run Date 05/01/08 11:17 AM

For 01/01/08 - 04/30/08

Periods 01 - 04

Standard Report Format

| Account No/Description   | Adjusted Budget | Y-T-D Encumb | Period Expended | Y-T-D Expended | Available Balance | Percent Used |
|--|-----------------|--------------|-----------------|----------------|-------------------|--------------|
| <b>1291 HIDTA</b>  |                 |              |                 |                |                   |              |
| 8-1291-412-00-270-002-0-560 HIDTA TF COMMAND CTR-MICROFILM & FILM DE | 200.00          | .00          | .00             | .00            | 200.00            | .00          |
| 8-1291-412-00-270-002-0-583 HIDTA TF COMMAND CTR-TRAVEL OUT OF CO    | 17,000.00       | 1,219.00     | 12,664.27       | 12,664.27      | 3,116.73          | 81.67        |
| 8-1291-412-00-270-002-0-584 HIDTA TF COMMAND CTR-REGISTRATION FEES   | 7,000.00        | .00          | 644.00          | 644.00         | 6,356.00          | 9.20         |
| 8-1291-412-00-270-002-0-585 HIDTA TF COMMAND CTR-NON-EMPLOYEE TRAVEL | 1,500.00        | .00          | .00             | .00            | 1,500.00          | .00          |
| 8-1291-412-00-270-002-0-601 HIDTA TF COMMAND CTR-OFFICE SUPPLIES     | 2,500.00        | 395.59       | 723.92          | 723.92         | 1,380.49          | 44.78        |
| 8-1291-412-00-270-002-0-602 HIDTA TF COMMAND CTR-PAPER SUPPLIES      | 2,500.00        | .00          | .00             | .00            | 2,500.00          | .00          |
| 8-1291-412-00-270-002-0-603 HIDTA TF COMMAND CTR-EDUCATIONAL SUPPL   | 2,500.00        | .00          | .00             | .00            | 2,500.00          | .00          |
| 8-1291-412-00-270-002-0-604 HIDTA TF COMMAND CTR-CHEM,DRUGS,MEDE&LAB | 200.00          | .00          | .00             | .00            | 200.00            | .00          |
| 8-1291-412-00-270-002-0-606 HIDTA TF COMMAND CTR-MAPS,PLANS,FLATS,ET | 500.00          | .00          | .00             | .00            | 500.00            | .00          |
| 8-1291-412-00-270-002-0-607 HIDTA TF COMMAND CTR-CLEANING&SANITATION | 200.00          | .00          | .00             | .00            | 200.00            | .00          |
| 8-1291-412-00-270-002-0-611 HIDTA TF COMMAND CTR-POLICE SUPPLIES     | 10,000.00       | .00          | .00             | .00            | 10,000.00         | .00          |
| 8-1291-412-00-270-002-0-613 HIDTA TF COMMAND CTR-SAFETY SUPPLIES     | 2,500.00        | 68.50        | .00             | .00            | 2,431.50          | 2.74         |
| 8-1291-412-00-270-002-0-630 HIDTA TF COMMAND CTR-FOOD                | 500.00          | .00          | .00             | .00            | 500.00            | .00          |
| 8-1291-412-00-270-002-0-631 HIDTA TF COMMAND CTR-BOTTLED WATER       | 500.00          | 79.00        | 40.50           | 40.50          | 380.50            | 23.90        |
| 8-1291-412-00-270-002-0-640 HIDTA TF COMMAND CTR-REFERENCE MATERIALS | 500.00          | .00          | .00             | .00            | 500.00            | .00          |
| 8-1291-412-00-270-002-0-661 HIDTA TF COMMAND CTR-MINOR OFFICE EQUIP  | 3,500.00        | .00          | 274.79          | 274.79         | 3,225.21          | 7.85         |
| 8-1291-412-00-270-002-0-664 HIDTA TF COMMAND CTR-OTHER MINOR EQUIP   | 2,000.00        | 200.00       | 844.74          | 844.74         | 955.26            | 52.24        |
| 8-1291-412-00-270-002-0-665 HIDTA TF COMMAND CTR-MINOR COMPUTER EQUI | 6,000.00        | .00          | .00             | .00            | 6,000.00          | .00          |
| 8-1291-412-00-270-002-0-666 HIDTA TF COMMAND CTR-MINOR OFFICE FURN   | 12,500.00       | 11,334.48    | .00             | .00            | 1,165.52          | 90.68        |
| 8-1291-412-00-270-002-0-667 HIDTA TF COMMAND CTR-MINOR SOFTWARE      | 1,500.00        | .00          | 42.84           | 42.84          | 1,457.16          | 2.86         |
| 8-1291-412-00-270-002-0-668 HIDTA TF COMMAND CTR-POLICE WEAPONS      | 15,000.00       | .00          | .00             | .00            | 15,000.00         | .00          |
| 8-1291-412-00-270-002-0-671 HIDTA TF COMMAND CTR-BLDG R&M SUPPLIES   | 500.00          | 25.00        | .00             | .00            | 475.00            | 5.00         |
| 8-1291-412-00-270-002-0-679 HIDTA TF COMMAND CTR-OTHER R&M SUPPLIES  | 1,000.00        | .00          | .00             | .00            | 1,000.00          | .00          |
| 8-1291-412-00-270-002-0-682 HIDTA TF COMMAND CTR-GASOLINE/DIESEL     | 24,000.00       | 18,041.55    | 5,731.42        | 5,731.42       | 227.03            | 99.05        |
| 8-1291-412-00-270-002-0-684 HIDTA TF COMMAND CTR-TIRES & TUBES       | 2,000.00        | .00          | .00             | .00            | 2,000.00          | .00          |
| 8-1291-412-00-270-002-0-739 HIDTA TF COMMAND CTR- OTHER STRUCTURES   | 5,000.00        | .00          | .00             | .00            | 5,000.00          | .00          |
| 8-1291-412-00-270-002-0-741 HIDTA TF COMMAND CTR-VEHICLES            | 75,000.00       | .00          | 63,024.40       | 63,024.40      | 11,975.60         | 84.03        |
| 8-1291-412-00-270-002-0-743 HIDTA TF COMMAND CTR-OFFICE EQUIPMENT    | 15,000.00       | .00          | .00             | .00            | 15,000.00         | .00          |
| 8-1291-412-00-270-002-0-745 HIDTA TF COMMAND CTR-COMPUTER EQUIPMENT  | 11,000.00       | 2,781.98     | .00             | .00            | 8,218.02          | 25.29        |
| 8-1291-412-00-270-002-0-746 HIDTA TF COMMAND CTR-OFFICE FURNITURE    | 36,000.00       | 30,000.00    | .00             | .00            | 6,000.00          | 83.33        |
| 8-1291-412-00-270-002-0-747 HIDTA TF COMMAND CTR-SOFTWARE            | 2,125.00        | .00          | .00             | .00            | 2,125.00          | .00          |
| 8-1291-412-00-270-002-0-748 HIDTA TF COMMAND CTR-OTHER EQUIPMENT     | 3,000.00        | .00          | .00             | .00            | 3,000.00          | .00          |
| 8-1291-412-00-270-002-0-810 HIDTA TF COMMAND CTR-DUES & MEMBERSHIPS  | 1,000.00        | .00          | .00             | .00            | 1,000.00          | .00          |
| 8-1291-412-00-270-002-0-820 HIDTA TF COMMAND CTR-CLAIMS & JUDGEMENTS | 10,000.00       | .00          | .00             | .00            | 10,000.00         | .00          |
| 8-1291-412-00-270-002-0-831 HIDTA TF COMMAND CTR-COURT COSTS&INVEST  | 7,000.00        | .00          | 266.00          | 266.00         | 6,734.00          | 3.80         |

Hidalgo County

Expenditure Summary Report

1001 - Standard Report Spec

Run Date 05/01/08 11:17 AM

For 01/01/08 - 04/30/08

Periods 01 - 04

Standard Report Format

| Account No/Description      | Adjusted Budget | Y-T-D Encumb | Period Expended | Y-T-D Expended | Available Balance | Percent Used |
|-----------------------------|-----------------|--------------|-----------------|----------------|-------------------|--------------|
| 1291 HIDTA                  | 20,000.00       | 13,000.00    | 3,065.00        | 3,065.00       | 3,935.00          | 80.33        |
| 8-1291-412-00-270-002-0-850 | 950,000.00      | 79,502.80    | 136,382.25      | 136,382.25     | 734,114.95        | 22.72        |
| 1291 HIDTA                  | 950,000.00      | 79,502.80    | 136,382.25      | 136,382.25     | 734,114.95        | 22.72        |
| 8 YEAR                      |                 |              |                 |                |                   |              |

HIDTA TF COMMAND CTR-OTHER

DATE: APRIL 21, 2008  
 DEPARTMENT HEAD: DORA L. MUNOZ  
 DEPARTMENT NAME: H.I.D.T.A. TASK FORCE  
 ACCOUNT NUMBER: EXPENDITURE - 1291-412-00-270-003-8-XXX  
 REVENUE - 1291-331-00-270-003-8-000  
 SUBJECT: BUDGET AMENDMENT

A.I # 8975

I.B



HONORABLE COMMISSIONER'S COURT OF HIDALGO COUNTY:

I WOULD LIKE TO REQUEST THE FOLLOWING AMENDMENTS (INCREASES) TO MY DEPARTMENTAL BUDGET IN ACCORDANCE WITH V.A.C.S., PURSUANT TO ARTICLE 689A-11, 1666A, 1666B:

| INCREASE OBJECT NUMBER (S)    | ACCOUNT (OBJECT) NAME                       | INCREASE (DECREASE) |
|-------------------------------|---|---------------------|
| 8-1291-412-00-270-003- 8- 112 | DEPARTMENT HEAD                             | 51,875.00           |
| 8-1291-412-00-270-003- 8- 113 | FULL-TIME EMPLOYEES                         | 396,135.00          |
| 8-1291-412-00-270-003- 8- 115 | LONGEVITY PAY                               | 4,482.00            |
| 8-1291-412-00-270-003- 8- 211 | HEALTH INSURANCE                            | 42,619.00           |
| 8-1291-412-00-270-003- 8- 212 | LIFE INSURANCE                              | 326.00              |
| 8-1291-412-00-270-003- 8- 220 | SOCIAL SECURITY TAX                         | 34,273.00           |
| 8-1291-412-00-270-003- 8- 230 | RETIREMENT                                  | 39,962.00           |
| 8-1291-412-00-270-003- 8- 250 | UNEMPLOYMENT COMPENSATION INSURANCE         | 2,240.00            |
| 8-1291-412-00-270-003- 8- 260 | WORKER'S COMPENSATION INSURANCE             | 18,353.00           |
| 8-1291-412-00-270-003- 8- 342 | INFO & CREDIT SERVICE                       | 3,000.00            |
| 8-1291-412-00-270-003- 8- 411 | WATER                                       | 1,600.00            |
| 8-1291-412-00-270-003- 8- 413 | SECURITY                                    | 240.00              |
| 8-1291-412-00-270-003- 8- 423 | CUSTODIAL                                   | 6,000.00            |
| 8-1291-412-00-270-003- 8- 434 | REPAIRS AND MAINTENANCE SERVICES - VEHICLES | 6,200.00            |
| 8-1291-412-00-270-003- 8- 442 | RENTAL OF VEHICLES                          | 19,200.00           |
| 8-1291-412-00-270-003- 8- 522 | VEHICLE LIABILITY INSURANCE                 | 7,200.00            |
| 8-1291-412-00-270-003- 8- 531 | TELEPHONE                                   | 9,600.00            |
| 8-1291-412-00-270-003- 8- 532 | CELLULAR / MOBILE PHONE                     | 10,800.00           |
| 8-1291-412-00-270-003- 8- 534 | INTERNET SERVICES                           | 1,800.00            |
| 8-1291-412-00-270-003- 8- 535 | POSTAGE AND EXPRESS MAIL CHARGES            | 600.00              |
| 8-1291-412-00-270-003- 8- 583 | OUT-OF-COUNTY EMPLOYEE TRAVEL-INVESTIGATIVI | 1,000.00            |
| 8-1291-412-00-270-003- 8- 601 | OFFICE SUPPLIES                             | 3,000.00            |
| 8-1291-412-00-270-003- 8- 602 | PAPER SUPPLIES                              | 1,200.00            |
| 8-1291-412-00-270-003- 8- 622 | ELECTRICITY                                 | 5,000.00            |
| 8-1291-412-00-270-003- 8- 682 | GAS / DIESEL FUEL                           | 18,000.00           |
| 8-1291-412-00-270-003- 8- 684 | TIRES & TUBES                               | 1,000.00            |
| TOTAL APPROPRIATIONS          |   | <u>\$685,705.00</u> |
| 8-1291-331-00-270-003- 8 000  | HIDTA TASK FORCE 2008 GRANT REVENUES        | 685,705.00          |
| TOTAL ESTIMATED REVENUES      |   | <u>685,705.00</u>   |

TO APPROPRIATE THE HIDALGO COUNTY HIDTA 2008 GRANT NUMBER I8PSSP573Z IN THE AMOUNT OF \$685,705.00

\*WORKER'S COMPENSATION INSURANCE SHORT BY \$2,728.00-WILL BE COVERED BY CHAPTER 59 ASSET FORFEITURE FUNDS

There are no areas in my current budget to reduce in order to fund the above mentioned item(s).

\_\_\_\_\_  
 APPROVED BY  
 COMMISSIONER'S  
 COURT

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 DEPARTMENT HEAD SIGNATURE

\_\_\_\_\_  
 ATTEST BY COUNTY CLERK

A.I. # 8975

1.B



DATE: APRIL 21, 2008  
DEPARTMENT HEAD: DORA L. MUNOZ  
DEPARTMENT NAME: H.I.D.T.A. TASK FORCE  
ACCOUNT NUMBER: EXPENDITURE - 1291-412-00-270-015-8-XXX  
REVENUE - 1291-331-00-270-015-8-000  
SUBJECT: BUDGET AMENDMENT

HONORABLE COMMISSIONER'S COURT OF HIDALGO COUNTY:

I WOULD LIKE TO REQUEST THE FOLLOWING AMENDMENTS (INCREASES) TO MY DEPARTMENTAL BUDGET IN ACCORDANCE WITH V.A.C.S., PURSUANT TO ARTICLE 689A-11, 1666A, 1666B:

| INCREASE<br>NUMBER (S)   | ACCOUNT (OBJECT) NAME                         | INCREASE<br>(DECREASE) |
|--------------------------|---|------------------------|
| 8-1291-412-00-270-015-   | 8- 583 OUT-OF-COUNTY EMPLOYEE TRAVEL-TRAINING | 8,609.00               |
| 8-1291-412-00-270-015-   | 8- 584 REGISTRATION                           | 3,000.00               |
| TOTAL APPROPRIATIONS     |   | \$11,609.00            |
| 8-1291-331-00-270-015-   | 8- 000 HIDTA TASK FORCE 2008 GRANT REVENUES   | 11,609.00              |
| TOTAL ESTIMATED REVENUES |   | 11,609.00              |

TO APPROPRIATE THE HIDALGO COUNTY HIDTA 2008 GRANT NUMBER I8PSSP573Z FOR TRAINING TRAVEL AND REGISTRATION IN THE AMOUNT OF \$11,609.00

There are no areas in my current budget to reduce in order to fund the above mentioned item(s).

\_\_\_\_\_  
APPROVED BY  
COMMISSIONER'S  
COURT

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DATE

\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

\_\_\_\_\_  
ATTEST BY COUNTY CLERK

**AI-9084**  
**One Year Action Plan (Draft)**  
**CC REGULAR**

**11.A.**

**Date:** 05/06/2008  
**Submitted By:** Estella Webber, URBAN COUNTY  
**Department:** URBAN COUNTY  
**Agenda Area:** Urban County

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**Information**

**CAPTION**

Public Hearing regarding the draft 2008-09 Hidalgo County Urban County Program One Year Action Plan.

**BACKGROUND**

The Annual Action Plan for Year 2008 is based on a budget of \$11,404,786.00. The allocation is as follows:

\$8,340,418.00 (CDBG)  
\$2,685,837.00 (HOME)  
\$ 6,579.00 (ADDI)  
\$ 371,952.00 (Emergency Shelter Grant-ESG)  
Total **\$11,404,786.00**

A draft copy of the Annual Work Plan was made available for review at the Urban County Program office for a thirty-day comment period beginning on April 4, 2008 and ending on May 5, 2008. Comments received will be noted in the final work plan submitted to HUD.

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**Fiscal Impact**

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**Attachments**

Link: [08 Action Plan \(public hearing\)](#)

Link: [Annual Plan](#)

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**Form Routing/Status**

| Route Seq | Inbox                 | Approved By    | Date                | Status |
|-----------|-----------------------|----------------|---------------------|--------|
| 1         | Budget & Management   | Dina Trevino   | 04/30/2008 02:03 PM | APRV   |
| 2         | Veronica Lopez        | Veronica Lopez | 05/01/2008 01:38 PM | APRV   |
| 3         | Auditor's Office      | Linda Fong     | 05/02/2008 08:31 AM | APRV   |
| 4         | Purchasing Department | Marty Salazar  | 05/02/2008 10:04 AM | APRV   |
| 5         | Court Administrator   | Angela Garcia  | 05/02/2008 10:52 AM | APRV   |

Form Started By: Estella Webber  
Started On: 04/28/2008 04:53 PM

Final Approval Date: 05/02/2008



OK.  
AS

# **PUBLIC HEARING**

## **Urban County Program County of Hidalgo**

**Notice is hereby given** that the County of Hidalgo has completed its One Year Action Plan for 2008, (Program Year 21). The 2008 allocation totals \$ 11,404,786.00. **A Public Hearing on the Consolidated Plan Strategy and One Year Action Plan will take place on Tuesday, May 6, 2008, at 9:30 a.m. at the County Administration Building, 100 E. Cano, Edinburg, Texas, in the County Commissioners' Court Meeting Room.**

Interested parties are encouraged to make their views known on the One Year Action Plan for 2008 (Program Year 21), by attending the Public Hearing. A more detailed listing of activities and explanation of the Annual Work Plan will be made available to any interested party, upon sufficient advanced notification made by the party.

The County, through the Urban County Program and in cooperation with the various cities listed below, will submit its proposed One Year Action Plan for 2008, including the Community Development Block Grant (CDBG) Entitlement Program, HOME Program, and Emergency Shelter Grant (ESG) to the U.S. Department of Housing and Urban Development (HUD), San Antonio Field Office, 106 South St. Mary's Street, Ste. 405, San Antonio, TX 78205-3601, on Friday, May 09, 2008. H.U.D. will review the proposal, and is expected to approve the Plan by July 1, 2008. The County has solicited comments during a thirty (30) day comment period from April 04, 2008 to May 05, 2008.

Accommodations for persons with disabilities will be made upon notifications made in advance by calling the Urban County Program at (956) 787-8127.

Las informaciones se haran en espanol para aquellas personas que asi lo desean.

## 2008 ANNUAL WORK PLAN

| 2008  | <b>DONNA</b>   | <b>\$334,011.00</b> |
|---|--|---------------------|
| <b>03K</b><br><br>Exempt<br>58.34 (a) (11)                  | <b>STREET IMPROVEMENTS</b> – Citywide Street Improvements Project – Yearly payment on certificates of obligation issued by the City for the reconstruction of 20 streets. All construction activity completed in previous program years. Repayment authorized under CDBG pre-award method.   | <b>\$220,357.00</b> |
| <b>03O</b><br>Exempt<br>58.34 (a) (7)                       | <b>FIRE STATION EQUIPMENT-</b> Project consists of the purchase of fire protection equipment such as pagers and hoses but not limited to related equipment.  | <b>\$5000.00</b>    |
| <b>05D</b><br><br>Exempt<br>58.34 (a)(4)                    | <b>PS- YOUTH SERVICES</b> – Boys & Girls Club of Donna- Project consists of the reimbursement of salaries for recreational leaders who assist in the recreational, educational development of the youth of the community. It will also include the purchase of equipment and supplies for program activities.  | <b>\$10,000.00</b>  |
| <b>O5</b><br><br>Exempt<br>58.34 (a)(4)                     | <b>PS- PUBLIC SERVICES (General)</b> – Open Hands Community Charitable Services – located at 301 S. 17 <sup>th</sup> Street, project consists of the purchase of food for delivery to needy families within the City.  | <b>\$10,000.00</b>  |
| <b>21A</b><br><br>Exempt<br>58.34 (a)(3)                    | <b>GENERAL ADMINISTRATION</b> – 307 S. 17 <sup>th</sup> Street, project consists of the reimbursement of salaries for the Community Development Director and Secretary (including... fringe benefits) advertisements, travel and other miscellaneous costs   | <b>\$4,000.00</b>   |
| <b>03J</b><br><br>Cat. Exc. Not<br>Subj to:<br>58.35 (b)(7) | <b>WATER/SEWER IMPROVEMENTS:</b> Project is the continuation of 2006 work plan – funding for sewer lines in alleys of 5 <sup>th</sup> , 6 <sup>th</sup> , & 7 <sup>th</sup> not limited to the surrounding areas to include all appurtenances related to project development.  | <b>\$62,154.00</b>  |
| <b>05A</b><br><br>Exempt<br>58.34 (a)(4)                    | <b>SENIOR SERVICES-</b><br><b>Amigos Del Valle-</b> Project consists of the payment of home delivered meals to elderly residents of Donna (7,500.00)<br><b>Senior Companion Program</b> – 423 N. Tower Street, Weslaco, Texas 78596. project consists of the reimbursement of salaries (stipends) for volunteers, who will provide support services to needy adults who are frail, elderly, chronically and terminally ill or disabled. (7,500.00) | <b>\$15,000.00</b>  |
| <b>04</b><br>Cat. Excl. Subj.<br>To<br>58.35 (a)(4)(i)      | <b>CLEARANCE &amp; DEMOLITION-</b> Project consists of the clearance and demolition of 4 dilapidated structures in the Donna city limit areas listed as: 516 S. 10 <sup>th</sup> Street, 223 Tyan Street, 424 S. 16 <sup>th</sup> Street and 2913 Yañez Street.  | <b>\$7,500.00</b>   |

| <b>2008</b>   | <b>EDCOUCH</b>  | <b>\$334,011.00</b> |
|---|---|---------------------|
| <b>03K</b><br><b>Category Excluded</b><br><b>Subj. to 58.5 (a)(1)</b>     | <b>STREET IMPROVEMENTS</b><br>Resurfacing and widening of valley gutters along:<br>(A) Pacific Avenue from Industrial to FM 1015,<br>(B) Calle Avenida from Cano Street on Garza Street to dead end,<br>(C) Intersection of Industrial and Crenshaw,<br>(D) Frederick Street from Crenshaw to Adkins,<br>(E) Bowers Street from 107 to Dead End.<br><b>LOCATION: PACIFIC AVENUE, CALLE AVENIDA, INDUSTRIAL, CRENSHAW, FREDERICK AND BOWERS STREET, EDCOUCH, TEXAS</b><br><b>CENSUS DATA: TRACT 245.00 BLK GROUP 1, 2</b><br><b>BENEFICIARIES: 202</b> | <b>\$199,980.05</b> |
| <b>03J</b><br><b>Environmental Assessment</b><br><b>Section 58.36</b>     | <b>WATER / SEWER IMPROVEMENTS</b><br>(A) Purchase of mixer and aerator for wastewater treatment plant, and<br>(B) Upgrading terraces to continue meeting the ammonia levels as a TCEQ requirement.<br><b>LOCATION: 0.5 Mile Northeast of the intersection of HWY 107 and FM 1015 along Mile 17, Edcouch, Texas</b><br><b>CENSUS DATA: TRACT 245.00 BLK GROUP 1,2,3</b><br><b>BENEFICIARIES: 3351</b>  | <b>\$78,330.40</b>  |
| <b>03O</b><br><b>Category Excluded</b><br><b>Not Subj. to 58.35(b)(3)</b> | <b>FIRE STATION EQUIPMENT</b><br>Purchase of 15 portable radios and 2 mobile radios to include programming for communication purposes.<br><b>LOCATION: 202 Santa Rosa Avenue, Edcouch, Texas</b><br><b>CENSUS DATA: NA</b><br><b>BENEFICIARIES: 3351</b>  | <b>\$9,000.00</b>   |
| <b>05D</b><br><b>Exempt 58.34 (a)(4)</b>                                  | <b>YOUTH SERVICES - DELTA YOUTH CENTER</b><br>Salaries for program leaders who provide the educational, recreational, and social activities for the youth of the City of Edcouch. Purchase of minor recreational equipment and educational supplies.<br><b>LOCATION: Mile 4 (Yellow Jacket Drive) and HWY 107, Edcouch, Texas</b><br><b>CENSUS DATA: NA</b><br><b>BENEFICIARIES: 279</b>  | <b>\$10,000.00</b>  |
| <b>05M</b><br><b>Exempt 58.34 (a)(4)</b>                                  | <b>HEALTH SERVICES – NUESTRA CLINICA DEL VALLE</b><br>Reimbursement for ambulatory, primary health care and dental services to the youth who reside in Edcouch and are enrolled with the Edcouch Elsa School District.<br><b>LOCATION: 1200 East Santa Rosa, Edcouch, Texas</b><br><b>CENSUS DATA: NA</b><br><b>BENEFICIARIES: 450</b>  | <b>\$10,000.00</b>  |

| <b>2008</b>  | <b>EDCOUCH</b>  | <b>(Cont.)</b>     |
|--|---|--------------------|
| <b>21A</b><br><b>Exempt 58.34</b><br><b>(a)(3)</b> | <b>GENERAL ADMINISTRATION</b><br>Reimbursement of salaries and fringe benefits for the CDBG Coordinator who administers and oversees all the UCP projects and related program expenditures.<br>LOCATION: 211 West Southern Avenue, Edcouch, Texas<br>CENSUS DATA: NA<br>BENEFICIARIES: NA   | <b>\$16,700.55</b> |
| <b>05</b><br><b>Exempt 58.34</b><br><b>(a)(4)</b>  | <b>PUBLIC SERVICES (GENERAL) - AVANCE</b><br>Reimbursement of salaries and fringe benefits for an outreach worker, preparation instructor for English & Spanish, an ESL Instructor and computer literacy instructor. To include payment of utilities at service facility and purchase of computer hardware / software.<br>LOCATION: 200 West Pacific Avenue (Edcouch Housing Authority)<br>CENSUS DATA: NA<br><b>BENEFICIARIES: 249</b> | <b>\$10,000.00</b> |

| <b>2008</b>  | <b>HIDALGO</b>  | <b>\$334,011.00</b> |
|--|---|---------------------|
| <b>03J</b><br><b>Exempt</b><br><b>58.34(a)(11)</b> | <b>WATER/SEWER IMPROVEMENTS</b> – Annual payment of Certificate of Obligation for the wastewater treatment plant, which is benefiting low to moderate-income residents. | <b>334,011.00</b>   |

| <b>2008</b>   | <b>LA JOYA</b>   | <b>\$334,011.00</b> |
|---|--|---------------------|
| <b>21A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>GENERAL PROGRAM ADMINISTRATION</b><br>Program management that will include supervising, coordinating, monitoring and evaluating all city projects.  | <b>\$10,000.00</b>  |
| <b>03F</b><br><b>Cat.</b><br><b>Excluded</b><br><b>Not subject</b><br><b>to.</b><br><b>58.35 (b)(7)</b> | <b>PARK, RECREATIONAL, FACILITY</b><br>Continue with Multi-year funded project for Phase II, which will complete construction of youth center. The project also includes purchase of the equipment for the new youth center.             | <b>\$200,000.00</b> |
| <b>03O</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>FIRE STATION / EQUIPMENT:</b><br>Funds to be utilized for the purchase of bunker gear and related fire fighting equipment   | <b>\$20,000.00</b>  |
| <b>05A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>SENIOR SERVICES:</b><br>Salary reimbursement for senior service employees that provide direct services to elderly; van driver, kitchen aide, center aide I, and center aide II.   | <b>\$28,000.00</b>  |
| <b>20</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>  | <b>PLANNING</b><br>Planning and Technical assistance to facilitate and acquire grant/loan funding for new Water Plant  | <b>\$52,011.0</b>   |
| <b>05D</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>YOUTH SERVICES:</b><br>Funds will be utilized for salaries for the director and staff. Will purchase equipment to include but not limited to; baseballs, soccer balls, and footballs benefiting youth within the community of La Joya | <b>\$24,000.00</b>  |

| <b>2008</b>   | <b>MERCEDES</b>  | <b>\$ 334,011.00</b> |
|---|--|----------------------|
| <b>03K</b><br><b>Exempt</b><br><b>58.34 (a) (11)</b>                            | <b>PFI- STREET IMPROVEMENTS – Bond Payment – Project</b> consists of the payment of a Bond for the previous construction of streets throughout the city,   | <b>\$297,234.00</b>  |
| <b>05A</b><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                             | <b>SENIOR SERVICES-</b> Amigos Del Valle- Project consists of payment for home delivered meals to elderly residents of Mercedes.   | <b>\$5,280.00</b>    |
| <b>05D</b><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                             | <b>YOUTH SERVICES-</b> Mercedes Recreational Center- Project consists of the purchase of minor equipment and supplies for the activity programs for the youth of the community.  | <b>\$11,907.00</b>   |
| <b>05</b><br><b>Cat. Excl.</b><br><b>Not Subj. to:</b><br><b>58.35 (b) (3)</b>  | <b>PUBLIC SERVICES (GENERAL) Library-</b> Project consists of the purchase of minor equipment, furnishings and/or supplies for the library to assist with providing services in the computer lab room to Mercedes residents.                                   | <b>\$4,477.00</b>    |
| <b>03O</b><br><b>Cat. Excl.</b><br><b>Not Subj. To:</b><br><b>58.35 (b)(3)</b>  | <b>FIRE STATION EQUIPMENT-</b> Project consists of the purchase of fire fighting bunker gear. (3 to 6 complete sets and one safety cabinet)  | <b>\$5,280.00</b>    |
| <b>03F</b><br><b>Cat. Excl.</b><br><b>Not Subj. to:</b><br><b>58.35 (b) (3)</b> | <b>PARKS, RECREATIONAL FACILITY-</b> Project consists of the purchase of recreational equipment for all city parks, HEB Park, Saladino Park, Goza Park, Hinojosa Park, Walter Collier Sports Complex Park and the Mercedes city Park.                          | <b>\$8,052.00</b>    |
| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a) (3)</b>                         | <b>GENERAL PROGRAM ADMINISTRATION-</b> Project consists of the reimbursement of salaries, fringe benefits for the CD Coordinator who administers all CDBG projects, also for the payment of advertisements, and training and travel for CDBG related projects. | <b>\$1,781.00</b>    |

| <b>2008</b>   | <b>PALMVIEW</b>   | <b>\$334,011.00</b> |
|---|---|---------------------|
| <b>03O<br/>Exempt<br/>58.34(a)(11)</b>                | <b>FIRE STATION/EQUIPMENT-</b> funds will be utilized for the payment of a new fire truck through a Pre-Award Agreement. This is the second and final payment per the agreement.        | 300,000.00          |
| <b>03K<br/>Environmental<br/>Assessment<br/>58.36</b> | <b>STREET IMPROVEMENTS</b> funds will be used for the overlay of two streets in the Tierra Linda Subdivision. Additional funds, if necessary, will be provided by the City of Palmview. | 34,011.00           |

| <b>2008</b>   | <b>PEÑITAS</b>  | <b>\$334,011.00</b> |
|---|---|---------------------|
| <b>03K<br/>Re-Evaluation<br/>Cat. Excluded<br/>Not subject to.<br/>58.35 (b)(7)</b> | <b>STREET IMPROVEMENTS:</b><br>Project will consist of drainage, water/sewer and paving to include curb and gutter and any other appurtenances as needed in Camargo Subdivision, Barcelona Heights, South of FM 1427 and Military Rd. to include but not limited to any other streets abutting and/or adjacent and surrounding proposed streets and locations within the City of Peñitas. Funds may include a master drainage plan. | <b>\$161,659.00</b> |
| <b>03F<br/>Env. Assmt.<br/>58.36</b>  | <b>PARKS, RECREATIONAL FACILITIES:</b><br>Project will consist of improvements and development of the Peñitas Nature Park to include but not limited to land acquisition, playground equipment, walking trails, picnic shelters and any other appurtenances as related to the proposed improvements. This project is a multi-year funded project.   | <b>\$100,000.00</b> |
| <b>21A<br/>Exempt<br/>58.34(a)(4)</b>   | <b>PLANNING</b><br>Contract for consulting/engineering services to develop a drainage plan for the City of Peñitas including a basemap, topographic map, and other pertinent data and mapping needed to develop a drainage plan.  | <b>\$42,352.00</b>  |
| <b>20<br/>Env. Assmt.<br/>58.36</b>   | <b>STREET LIGHTING</b><br>Installation of approximately 40 street lights throughout the city of Peñitas for traffic safety and residential safety and security.   | <b>\$30,000.00</b>  |

| <b>2008</b>   | <b>SAN JUAN</b>  | <b>\$369,703.00</b>  |
|---|--|----------------------|
| <b>03K<br/>Cat. Excluded<br/>Not subject to<br/>58.35(b)(7)</b> | <b>STREET IMPROVEMENTS</b> -funds will be used to repave 12 streets with 1½" of pavement overlay, scarify asphalt and caliche and concrete gutter in the Chula Vista Subdivision and San Juan Del Norte Subdivision.   | <b>\$ 272,400.00</b> |
| <b>05A<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>SENIOR SERVICES</b> -Amigos Del Valle- will provide food, transportation and recreation for 16 seniors at the Amigos Del Valle building located at 600 West 1 <sup>st</sup> Street, San Juan.   | <b>\$ 10,000.00</b>  |
| <b>05D<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>YOUTH SERVICES</b> -Boys & Girls Club of Alamo-San Juan-funds will provide equipment and salaries for direct services to children at the San Juan Unit.   | <b>\$ 10,000.00</b>  |
| <b>05D<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>YOUTH SERVICES</b> - Girl Scouts of America-funding will pay for membership fees, program supplies and handbooks for 100 low-income girls attending San Juan elementary schools.  | <b>\$ 2,200.00</b>   |
| <b>05D<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>YOUTH SERVICE</b> -San Juan Youth Program-funding will purchase uniforms, minor equipment and supplies for the youth participating in the program.  | <b>\$ 5,000.00</b>   |
| <b>05N<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>ABUSED &amp; NEGLECTED CHILDREN</b> -CASA-funds will provide court appointed advocates for abused and neglected children, provide counseling, salaries for court case supervisor, provide assistance for the child victim and the family, supervise child visitations, etc. | <b>\$ 6,000.00</b>   |
| <b>14A<br/>Cat. Excluded<br/>Subject to<br/>58.35(a)(3)(i)</b>  | <b>REHAB:SINGLE UNIT RESIDENTIAL</b> -funds will be utilized for the rehabilitation or reconstruction of homes for low to moderate income families within the city of San Juan's jurisdiction.   | <b>\$ 62,103.00</b>  |
| <b>21A<br/>Exempt<br/>58.34(a)(3)</b>                           | <b>GENERAL ADMINISTRATION</b> -Funding will be used to pay for newspaper advertising for the City of San Juan and other eligible activities/expenditures.  | <b>\$ 2,000.00</b>   |

| 2008  | <b>WESLACO</b>  | <b>\$369,703.00</b> |
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| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a)(3)</b>                      | <b>GENERAL PROGRAM ADMINISTRATION – 500 S. Kansas Street Project</b> consists of the reimbursement of salaries for the Community Development Coordinator, (including insurance, fringe benefits), also for payment of advertisements for general administration activities.   | <b>\$12,105.00</b>  |
| <b>05A</b><br><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                     | <b>SENIOR SERVICES – Senior Community Outreach Services– 423 N. Tower Street, Weslaco, Texas 78596.</b> Project consists of the reimbursement of salaries (stipends) for volunteers, who will provide support services to needy adults who are frail, elderly, chronically and terminally ill or disabled. (3,500.00)<br><b>LRGVDC-Foster Grandparents –for payment of a stipend payment to elderly volunteers who assist with mentoring for youth in the community. (3,500.00)</b> | <b>\$7,000.00</b>   |
| <b>05D</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                      | <b>YOUTH SERVICES- BOYS &amp; GIRLS CLUB OF WESLACO –</b> Project consists of the reimbursement of salaries for Unit Cord. and program leaders who provide educational, social and recreational activities for the youth of the community. Will also include the purchase of minor equipment and supplies for program activities for Main Unit –103 S. Iowa, Cleckler Unit-1603 W. Sugarcane, Central Unit 910 W. 18 <sup>th</sup> .  | <b>\$42,000.00</b>  |
| <b>03</b><br><br><b>Environmental</b><br><b>Assessment</b><br><b>58.36</b>  | <b>PUBLIC FACILITY IMPROVEMENTS- (Library)</b><br>Project consists of the improvements to the Existing City Museum building to be converted into a computer learning center which will be a part of the Weslaco Library, up to but not limited to include the purchase of equipment and furniture should funding be available.  | <b>\$174,852.00</b> |
| <b>03J</b><br><br><b>Environmental</b><br><b>Assessment</b><br><b>58.36</b> | <b>PFI- WATER/SEWER IMPROVEMENTS-</b> Project consists of the up grading and installation of sewer lines, and street resurfacing improvements and all related appurtenances as need to include advertising, engineering and testing material fees to the alley between Calle Las Palmas and Calle del Cedro From Torritos St. to Calle de Hidalgo, but not limited to the surrounding areas as needed for project completion.   | <b>\$133,746.00</b> |



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| <p><b>21A</b><br/>EXEMPT<br/>58.34 (A)(3)</p> | <p><b>General Administration</b><br/>Funds will be utilized for the salary reimbursement and related expenses of the CDBG Coordinator at Pct. 1.<br/>LOCATION: 1902 Joe Stephens Ave., Weslaco, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: NA</b></p>  | <p><b>\$46,130.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Delta Youth Center(s)</b><br/>Funds will be used for the reimbursement of salaries for the Program Supervisor, Program Leaders, Program Coordinator and supplies.<br/>LOCATION: 700 Northwest Hidalgo Street, Elsa, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 350</b></p>  | <p><b>\$30,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services - Boys &amp; Girls Club of Alamo</b><br/>Funds will be used for salaries of the Program director, Unit Director and Program Leaders. To include purchase of recreational equipment / supplies.<br/>LOCATION: 501 N. 13<sup>th</sup> St., Alamo, Texas 78516<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 35</b></p>   | <p><b>\$30,000.00</b><br/>(Includes Alamo allocation)</p> |
| <p><b>05</b><br/>EXEMPT 58.34<br/>(A)(4)</p>  | <p><b>Public Services General - Mercedes Recreational Center</b><br/>Funds will be used to purchase computers and related equipment to provide GED and computer literacy classes to the youth and adults.<br/>LOCATION: 701 Mathis St., Mercedes, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 32</b></p>  | <p><b>\$19,980.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Mercedes Recreational Center</b><br/>Funds will be utilized for the reimbursement of a Unit Coordinator and Recreational Leaders. To include the purchase of recreational equipment / supplies.<br/>LOCATION: 701 Mathis Street, Mercedes, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 32</b></p>  | <p><b>\$10,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Boys &amp; Girls Club Donna Unit</b><br/>Funds will be used for salaries of a Unit Coordinator, Recreational Leaders, purchase of arts / craft supplies and recreational equipment/supplies.<br/>LOCATION: 317 Miller Avenue, Donna, Texas 78537<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 18</b></p>  | <p><b>\$10,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Boys &amp; Girls Club Weslaco Unit</b><br/>Funds will be used for the reimbursement of salaries for Sports Coordinator, Recreational Leaders/Officials and purchase of recreational equipment/supplies.<br/>LOCATION: 3801 N. 5 ½ West, 2302 N. International Blvd., 1001 W. Mile 10, Weslaco, Texas 78589<br/>CENSUS DATA: NA      <b>BENEFICIARIES: 41</b></p> | <p><b>\$10,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Girl Scouts of Greater South Texas</b><br/>Funds will be used for purchase of arts/crafts supplies, badges, membership fees, uniforms and other related expenditures to</p>  | <p><b>\$6,570.00</b></p>                                  |

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|   | <p>service under privileged girls residing in the Pct. 1.<br/> LOCATION: 202 E. Madison, Harlingen, Texas 78550<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 400</b></p>  |                           |
| <p><b>05<br/> EXEMPT 58.34<br/> (A)(4)</b></p>  | <p><b>Public Services General – La Union Del Pueblo Entero (LUPE)</b><br/> Funds will be used for salaries for GED Instructor, Outreach Worker and Citizenship Preparation teachers.<br/> LOCATION: 1225 N. Baseline Rd., Mercedes, Texas 78579<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 80</b></p>   | <p><b>\$19,997.00</b></p> |
| <p><b>05<br/> EXEMPT 58.34<br/> (A)(4)</b></p>  | <p><b>Public Services General - Rio Grande Food Bank</b><br/> Funds will be used to purchase food for needy families to be distributed by the Elsa Food Pantry in the Delta area.<br/> LOCATION: 309 W. 3<sup>rd</sup>, Elsa, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 613</b></p>  | <p><b>\$25,000.00</b></p> |
| <p><b>05<br/> EXEMPT 58.34<br/> (A)(4)</b></p>  | <p><b>Public Services General – Open Hands Community Charitable Services</b><br/> Funds will be used for the purchase of food and to provide food to needy families in the area.<br/> LOCATION: 301 S. 17<sup>th</sup> St., Donna, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 1000</b></p>  | <p><b>\$20,000.00</b></p> |
| <p><b>05M<br/> EXEMPT 58.34<br/> (A)(4)</b></p> | <p><b>Health Services – Nuestra Clinica Familiar</b><br/> Funds will be used to pay for dental and/or medical services to be provided for children of the Pct. 1 area and enrolled with the Edcouch-Elsa School District.<br/> LOCATION: 1200 E. Santa Rosa, Edcouch, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 35</b></p>   | <p><b>\$10,000.00</b></p> |
| <p><b>05M<br/> EXEMPT 58.34<br/> (A)(4)</b></p> | <p><b>Health Services – International Valley Health Institute</b><br/> The Colonia First Aid Project will provide first aid kits through Community Health Workers (Promotoras). Funds will also be utilized for the reimbursement of salaries for outreach workers and mileage expenses.<br/> LOCATION: 2101 S. McColl Rd., McAllen, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 320</b></p> | <p><b>\$10,000.00</b></p> |
| <p><b>05A<br/> EXEMPT 58.34<br/> (A)(4)</b></p> | <p><b>Senior Services – Area Agency on Aging – Foster Grandparent Program</b><br/> Funds will be used for the reimbursement of stipends for Foster Grand Parents throughout the Pct 1 area.<br/> LOCATION: 311 N. 15<sup>th</sup> St, McAllen, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 5</b></p>   | <p><b>\$8,000.00</b></p>  |

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| <p><b>05N<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Abused &amp; Neglected Children – Children’s Advocacy Center of Hidalgo County</b><br/>Funds will be utilized to pay for salaries of the Child Forensic Interview I &amp; II, Child Advocate, Child Advocate/Crime Victims Liaison, Family Counselor Nurse and Executive Director. To include, direct costs such as, faxing/receiving, stamps, video tape/or DVD, materials and resources.<br/>LOCATION: 525 W. Wisconsin Rd., Edinburg, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 100</b></p> | <p><b>\$10,000.00</b></p> |
| <p><b>05N<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Abused &amp; Neglected Children – CASA of Hidalgo County</b><br/>Funds will be utilized to pay for salaries of a Case Manager to provide direct services to children throughout the Pct 1 area.<br/>LOCATION: 1001 S. 10<sup>th</sup> Ave., Edinburg, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 99</b></p>   | <p><b>\$10,000.00</b></p> |
| <p><b>05G<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Abused &amp; Battered Spouses - Women Together Foundation, Inc.</b><br/>Funds will be used for salaries of a Case Manager and Shelter Advocates.<br/>LOCATION: 511 North Cynthia St., McAllen, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 250</b></p>   | <p><b>\$10,000.00</b></p> |
| <p><b>05E<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Transportation Services – Rio Metro Transportation</b><br/>Funds will be utilized for reimbursements of salaries to bus drivers.<br/>LOCATION: 311 North 15<sup>th</sup> St., McAllen, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 2400</b></p>  | <p><b>\$55,000.00</b></p> |
| <p><b>05D<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Youth Services – Alamo Youth Sports League</b><br/>Funds will be used for the purchase of recreational equipment, insurance for the youth, trophies, tournament registration fees and official’s services fees.<br/>LOCATION: 602 East Ridge Rd., Alamo, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 150</b></p>   | <p><b>\$20,000.00</b></p> |
| <p><b>05A<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Senior Services – Amigos Del Valle</b><br/>Provide and deliver meals to elderly persons throughout the Pct. 1 area. LOCATION: West 9<sup>th</sup> St &amp; N. Hidalgo St., Elsa, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 13</b></p>  | <p><b>\$10,000.00</b></p> |
| <p><b>03O<br/>(A)<br/>Exempt<br/>58.34 (a) (11)</b></p> | <p><b>PFI- FIRE STATION EQUIPMENT (Forfeited Funds ALAMO)</b> The proposed project calls for the pro-rated payment of City-issued certificates of obligation for multiple construction projects. This project will pay for that portion associated with the construction of a new fire sub-station. This is payment 5 of 10 under HUD approved pre-award cost. LOCATION:<br/>CENSUS DATA: NA <b>BENEFICIARIES: 15074</b></p>   | <p><b>\$32,908.00</b></p> |

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| <p><b>03J</b></p> <p><b>Exempt<br/>58.34 (a)(11)</b></p>                           | <p><b>PFI- WATER/SEWER IMPROVEMENTS (Forfeited Funds ALAMO)</b> Project calls for the pro-rated payment of City issued certificates of obligation for multiple construction projects. This project will pay for that portion associated with construction of a 500,000 gallon elevated water storage tank in the amount of \$68,884.67 per annum for a ten year period. (This being the 5th Year of HUD approved pre-award costs)</p> <p>LOCATION:<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 15074</b></p>                   | <p><b>\$68,885.00</b></p>  |
| <p><b>03 E</b></p> <p><b>Exempt<br/>58.34 (a)(11)</b></p>                          | <p><b>PFI- NEIGHBORHOOD FACILITY – (LIBRARY) (Forfeited Funds ALAMO)</b> The proposed project calls for the pro-rated payment of City issued certificates of obligation for the construction of a new 10,000-sq/ft public library. Library was completed on April of 2005. The prorated amount is \$105,951.67 per annum for a 10-year period. (This being the 5<sup>th</sup> Year of HUD approved pre-award costs.)</p> <p>LOCATION: 416 N. Tower Rd., Alamo, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 15074</b></p> | <p><b>\$105,952.00</b></p> |
| <p><b>03K</b></p> <p><b>Category Excluded<br/>Not Subj. To<br/>58.35(b)(7)</b></p> | <p><b>PFI-STREET IMPROVEMENTS</b><br/>Provide excavation, re-construction, drainage, and embankment improvements within existing right of way that will include 6-inch caliche base &amp; 2-inch asphalt pavement.</p> <p>LOCATION: Garza Street, Ricardo-Andrea Street, Claudio Gomez Street and Servando Barrera Street (Off of Mile 15 North) Weslaco, Texas<br/>CENSUS DATA: TRACT 244.02 BLK GROUP 2<br/><b>BENEFICIARIES: 3602</b></p>   | <p><b>\$106,266.00</b></p> |

| <b>2008</b>   | <b>PRECINCT 2</b>  | <b>\$461,300.00</b> |
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| <b>03F</b><br><b>Cat. Excluded</b><br><b>Not subject to</b><br><b>58.35(b)(7)</b> | <b>PARKS, RECREATIONAL FACILITIES</b> -project will consist of purchasing playground equipment and construction of restroom facilities, parking lots, streets, sprinkler systems, lighting, walking trails, basketball court, landscaping, handball court, pavilions, and related appurtenances at South Tower Road Park, Lopezville Park, Anaya Park, El Jay Park, and North San Juan Park.   | <b>129,880.00</b>   |
| <b>03K</b><br><b>Environmental</b><br><b>Assessment</b>                           | <b>STREET IMPROVEMENTS</b> -project consists of construction and reconstruction of streets and related appurtenances such as curb & gutter, drainage, sidewalks, and lighting for the following subdivision streets: South McColl Road, North I Road, South I Road, Eldora Gardens, Rancho Escondido, Southside Village, Northside Village, Tiny Acres, El Charro #2, Las Brisas, Morning Sun, Val Bar, Red Barn, North Alamo Village, RSW Unit #1, South Tower Road Estates, Santana/Eldora (Nadia Street), South Tower Road (south of Ridge Road). | <b>181,571.00</b>   |
| <b>05</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                  | <b>PUBLIC SERVICES (General)</b> –Proyecto LUPE-funds will reimburse stipends and fringe benefits for instructors and outreach specialists to provide citizen preparation classes and outreach to colonia residents in the Precinct 2 area.  | <b>9,849.00</b>     |
| <b>05</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                  | <b>PUBLIC SERVICES (General)</b> – International Valley Health Institute-funds will provide first aid kits, supplies for the kits, bilingual health manuals that cover many health topics in addition to first aid, visits by certified community health worker. These services will be provided in several colonias within the Precinct 2 area.   | <b>7,500.00</b>     |
| <b>05A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>SENIOR SERVICES</b> -Amigos Del Valle-funds will provide home delivered meals to six unduplicated senior citizens at their respective homes in the Precinct 2 area.   | <b>4,500.00</b>     |
| <b>05A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>SENIOR SERVICES</b> -LRGVDC-Foster Grandparent Program- provides volunteer opportunities to low-income individuals aged 62 and over who will provide one to one support to children with special exceptional needs. Funds will pay stipends and travel for volunteers.  | <b>3,500.00</b>     |
| <b>05D</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>YOUTH SERVICES</b> -San Juan Youth Program-funds will reimburse umpire salaries, recreational equipment and supplies purchased to provide outdoor recreational activities.  | <b>9,000.00</b>     |
| <b>05D</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>YOUTH SERVICES</b> -Boys & Girls Club of Alamo-San Juan-funds will reimburse the salaries of the Unit Director and Program Leaders to provide recreational activities for children after school, during holidays and in the summer.   | <b>13,500.00</b>    |

| <b>2008</b>                  | <b>PRECINCT NO. 2</b>  | <b>(CONT.)</b>   |
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| 05D<br>Exempt<br>58.34(a)(4) | <b>YOUTH SERVICES</b> -Hidalgo Youth Center-funds will provide members with adequate supplies, equipment and uniforms for educational and recreational activities.   | <b>9,000.00</b>  |
| 05D<br>Exempt<br>58.34(a)(4) | <b>YOUTH SERVICES</b> -Boys & Girls Club of Pharr-funds will reimburse the Unit Director salary to provide the Smart Moves Program, Street Smart Program, Crest Cavity Free Zone, Safety Awareness, and Computer Technology during school hours.   | <b>9,000.00</b>  |
| 05E<br>Exempt<br>58.34(a)(4) | <b>TRANSPORTATION SERVICES</b> -Rio Metro Transit Program- funds will provide transportation services for the economically disadvantaged residents of small and large urbanized communities of Hidalgo, Pharr, San Juan and Alamo and over 20 colonias within the Precinct 2 area. This project will be making vital connections with other public and private transportation providers, thus creating seamless public transportation in the region.             | <b>9,000.00</b>  |
| 05G<br>Exempt<br>58.34(a)(4) | <b>BATTERED &amp; ABUSED SPOUSES</b> -Mujeres Unidas-funds will be used to reimburse the salaries of Shelter Advocates and Community Education/Professional Trainer to provide shelter and services to families fleeing violence and sexual abuse.   | <b>13,500.00</b> |
| 05I<br>Exempt<br>58.34(a)(4) | <b>CRIME AWARENESS</b> -Hidalgo County Triad-funds will provide and distribute booklets on Senior Safety, Drug Prevention and Domestic Violence. Funds will also purchase equipment to better implement the programs for the residents of the Precinct 2 area.   | <b>6,750.00</b>  |
| 05N<br>Exempt<br>58.34(a)(4) | <b>ABUSED &amp; NEGLECTED CHILDREN-CASA</b> -funds will reimburse salaries of Executive Director, Case Manager and Child Therapist to provide treatment to abused children as well as the secondary victims (non-offending parents, grandparents, primary care takers and siblings). These services must be provided to the families so that they can stop the cycle of abuse and neglect.   | <b>15,750.00</b> |
| 05N<br>Exempt<br>58.34(a)(4) | <b>ABUSED &amp; NEGLECTED CHILDREN-CAC</b> - funds will be used for salary and fringe benefits of a Director, Forensic Interviewer, Child Victim's Liaison/Advocate, Nurse, and Counselor who will reduce the emotional trauma to child abuse victims by facilitating a multidisciplinary team, which supports the prevention of child abuse through community education and promotes the effective prosecution of those who perpetrate crimes against children. | <b>9,000.00</b>  |

| <b>2008</b>                                       | <b>PRECINCT NO. 2</b>  | <b>(CONT.)</b>   |
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| <b>18B</b><br><b>Exempt</b><br><b>58.34(a)(4)</b> | <b>ED-TECHNICAL ASSISTANCE</b> - Southwest Community Investment Corporation- funds will pay for operating expenses and provide technical assistance in the form of business development counseling and training in English and Spanish to individuals seeking to start or grow their own business in Hidalgo County. | <b>10,000.00</b> |
| <b>21A</b><br><b>Exempt</b><br><b>58.34(a)(3)</b> | <b>GENERAL ADMINISTRATION</b> - funds will be utilized to pay for two staff member salaries and fringe benefits, advertising, and program costs related to projects.   | <b>20,000.00</b> |



| <b>2008</b>   | <b>PRECINCT 3</b>   | <b>(CONT.)</b>      |
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| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                               | <b>GENERAL ADMINISTRATION:</b><br>Project consists of overall program management including coordination, monitoring and evaluation of city projects, advertising and any other appurtenances related to CDBG activities.  | <b>\$4,000.00</b>   |
| <b>05E</b><br><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>TRANSPORTATION SERVICES:</b><br>Reimbursement for drivers providing transportation services within the Precinct 3 area benefiting low to moderate-income residents.  | <b>\$25,000.00</b>  |
| <b>03O</b><br><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                               | <b>PFI FIRE STATION/EQUIPMENT (Sullivan City):</b><br>Purchase of equipment to include but not limited to bunker gear and any other appurtenances related to safety equipment as needed by firefighters.  | <b>\$5,000.00</b>   |
| <b>03K</b><br><br><b>Cat. Excluded</b><br><b>Not Subj. To:</b><br><b>58.35 (b)(7)</b> | <b>STREET IMPROVEMENTS (Sullivan City):</b><br>Construction infrastructure to various streets within City of Sullivan City to include but not limited to overlay and widening of streets to CR-77; CR-87, CR-88, CR-84, CR-64;; VALLE ST; BENAVIDEZ ST.; MARTINEZ ST. This will be a combined project with Pct. #3 providing labor and equipment. | <b>\$324,310.00</b> |
| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a) (3)</b>                               | <b>GENERAL PROGRAM ADMINISTRATION (Sullivan City):</b> Project consists of overall program management including coordination, monitoring and evaluation of city projects. Salaries and wages for the CDBG coordinator.  | <b>\$4,701.00</b>   |

| <b>2008</b>   | <b>PRECINCT # 4</b>   | <b>\$ 461,300.00</b> |
|---|---|----------------------|
| <b>03K</b><br><br><b>Cat. Excluded</b><br><b>Not Subj. To:</b><br><b>58.35 (b)(7)</b> | <b>PFI- STREET IMPROVEMENTS</b> – Project consists of the construction of the streets within the Precinct #4 rural areas which will include construction, engineering fees, advertisements, testing and any and all expenditures associated with project completion. (These are a continuation of Year 18 streets)<br>The streets as listed but not limited to the surrounding areas are: <b>A: Sunflower Rd.</b> (Mile 17 to Mile 17.5) <b>B: Barmar Rd.</b> (S of Aurora ) <b>C: Dillon Rd.</b> (Anderson Road To Roosevelt Rd) <b>D: Brushline Rd.</b> (David Rd. to Benito Ramirez RD) <b>E: Valverde Rd.</b> (FM 1925 to Mile 19) ) <b>F: Uresti Road</b> (83 <sup>rd</sup> ) (s. of FM 2812 to Mile 20) <b>G: Ingle Road</b> (End of pavement to FM 2812) | <b>\$ 309,300.00</b> |
| <b>05N</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                                | <b>ABUSED AND NEGLECTED CHILDREN –</b><br><b>CAC</b> - Project consists of the reimbursement of salaries for a Child Advocate Coordinator who provide direct assistance to the abused & neglected children throughout Pct. #4. (17,500.00)<br><b>C.A.S.A</b> - Project consists of the reimbursement of the salaries for child therapist and case manager associated with the direct care of the abused and neglected children. (17,500.00)   | <b>\$35,000.00</b>   |
| <b>21A</b><br><b>Exempt</b><br><b>58.34 (a) (3)</b>                                   | <b>GENERAL PROGRAM ADMINISTRATION</b> – Project consists of the payment for advertisements and other associated expenses related to the administration of CDBG projects.  | <b>\$2,000.00</b>    |
| <b>5D</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                                 | <b>YOUTH SERVICES- BOYS &amp; GIRLS CLUB OF EDINBURG –</b><br>Brewster Club ( San Manuel/Lynn Area) (15,000.00) San Carlos Club (6 <sup>th</sup> Street in San Carlos) (15,000.00) and Hargil Unit (15,000.00). Project consists of the reimbursement of salaries for program leaders at each of the Units who provide recreational, educational and social activities for the youth, and for the purchase of minor recreational equipment & supplies each unit.  | <b>\$45,000.00</b>   |
| <b>05E</b><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                                   | <b>TRANSPORTATION SERVICES- LRGVDC- RIO METRO-</b><br>Funds will be utilized for the reimbursement of salaries for bus drivers to enable the provision of mass transit services to persons within Precinct #4 with connection routes through precinct #1, #2 and #3.  | <b>\$ 10,000.00</b>  |
| <b>03K</b><br><b>Environmental</b><br><b>Assessment</b><br><b>58.36</b>               | <b>STREET IMPROVEMENTS- STREET SOLAR LIGHTS AT COLONIA BIG 5-</b> project consists of the purchase and installation of solar lighting for Colonia Big 5.  | <b>\$20,000.00</b>   |
| <b>030</b><br><b>Cat. Excluded</b><br><b>Not Subject To:</b><br><b>58.34 (b) (3)</b>  | <b>FIRE STATION/EQUIPMENT-</b> Project consists of the purchase of minor equipment, furnishings, appliances and supplies for the Linn/San Manuel Fire Station being constructed.  | <b>\$40,000.00</b>   |

|  |   |                     |
|--|---|---------------------|
| <b>2008</b>  | <b>HOME PROGRAM</b>   | <b>2,692,416.00</b> |
| <b>21A<br/>Exempt</b>                              | <b>HOME GENERAL ADMINISTRATION</b><br>Funding for staff salaries/fringe benefits, and other associated administrative costs for the administration of the HOME Program.   | <b>268,583.00</b>   |
| <b>13<br/>E/A</b>                                  | <b>DIRECT HOMEOWNERSHIP ASSISTANCE</b><br>Project will provide principal reduction, down payment and closing cost assistance to twenty-five (25) eligible first time homebuyers. This years ADDI allocation of \$6,579 will be utilized along with pervious years Homebuyer Program balances. | <b>6,579.00</b>     |
| <b>14A<br/>E/A</b>                                 | <b>OWNER- OCCUPIED REHABILITATION PROGRAM</b><br>Project will provide rehabilitation and reconstruction services to forty (40) substandard homes for eligible homeowners.   | <b>1,417,254.00</b> |
| <b>12<br/>E/A</b>                                  | <b>CHDO PROGRAM</b><br>Funding for three area community housing development organizations for the construction of up to thirty (30) new single-family homes.  | <b>1,000,000.00</b> |
| <b>2008</b>  | <b>EMERGENCY SHELTER GRANT</b>  | <b>\$371,952.00</b> |
| <b>03T<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b> | <b>OPERATING COSTS OF HOMELESS/AIDS PATIENTS PROGRAM <u>MUJERES UNIDAS/WOMEN TOGETHER-</u></b><br>Maintenance & Operations – To pay for shelter maintenance, operations, rent, repairs, security, fuel, equipment, insurance, utilities, food, furnishings and salaries (10% of grant).       | <b>\$129,464.00</b> |
| <b>05<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b>  | <b><u>PUBLIC SERVICES – MUJERES UNIDAS</u> – Essential Services</b> – To provide transportation and other services concerned with employment, health, drug abuse counseling or education for eligible clients (victims of domestic abuse).  | <b>\$ 57,100.00</b> |
| <b>03T<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b> | <b><u>OPERATING COSTS OF HOMELESS/AIDS PATIENTS PROGRAM- THE SALVATION ARMY</u> – Maintenance &amp; Operations</b> – To pay for shelter maintenance, operations, rent, repairs, security, fuel, equipment, insurance, utilities, food, furnishings and salaries (10% of grant).               | <b>\$ 59,550.00</b> |
| <b>05<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b>  | <b><u>PUBLIC SERVICES – THE SALVATION ARMY-</u></b><br><b>Essential Services</b> – to provide transportation and other services concerned with employment, health, drug abuse counseling or education for eligible clients.   | <b>\$32,240.00</b>  |

|   |  |                              |
|---|--|------------------------------|
| <p><b>05Q</b><br/>Exempt<br/>Section<br/><b>58.34 (a)(4)</b></p>            | <p><b><u>SUBSISTENCE PAYMENTS – THE SALVATION ARMY</u></b><br/><b>– Homeless Prevention</b> – To provide rental and utility assistance to families that have received eviction or utility cut off notices.</p>   | <p><b>\$25,000.00</b></p>    |
| <p><b>03T</b><br/>Exempt<br/>Section<br/><b>58.34 (a)(4)</b></p>            | <p><b><u>OPERATING COSTS OF HOMELESS/AIDS PATIENTS PROGRAMS- THE AMERICAN RED CROSS</u></b> – Homeless assistance under operations – Will assist families who lost their homes due to a natural disaster or fire by sending them to local motels/hotels for a number of nights stay and issuance of vouchers for clothing.</p> | <p><b>\$50,000.00</b></p>    |
| <p><b>21A</b><br/>Exempt<br/>Section<br/><b>58.34 (a)(3)</b></p>            | <p><b><u>ESG – GENERAL ADMINISTRATION</u></b> - Project pays for staff salaries and administrative costs incurred for the administration of the Emergency Shelter Grant Program.</p>   | <p><b>\$18,598.00</b></p>    |
| <p><b>2008</b></p>  | <p><b>UCP ADMINISTRATION</b></p>   | <p><b>\$1,023,965.00</b></p> |
| <p><b>21A</b><br/>Exempt<br/>Exempt<br/>Section<br/><b>58.34 (a)(3)</b></p> | <p><b>GENERAL ADMINISTRATION</b>-General Program Administration, to include salaries and operating expenses incurred for the administration and overall management of the CDBG program activities.</p>   | <p><b>1,023,965.00</b></p>   |

**AI-9108**  
**Street Impr. - Pct. # 1**  
**CC REGULAR**

**11.B.**

**Date:** 05/06/2008  
**Submitted By:** Estella Webber, URBAN COUNTY  
**Department:** URBAN COUNTY  
**Agenda Area:** Urban County

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**Information**

**CAPTION**

1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code 262.024 (a)(4) for professional engineering services in connection with Hidalgo County Urban County Program from Program Year 20 (2007) for a Street Improvements Project in Precinct No. 1.
2. Presentation of the scoring grid (of at least three (3) engineering firms from the County's approved "pool" as graded and evaluated by Pct. 1) for the purposes of ranking by CC in connection with an Urban County Program Year 20 (2007) Street Improvements project in Pct. 1.
3. Authority to negotiate a professional engineering services contract with the No. 1 ranked firm of \_\_\_\_\_ for the provision of engineering services for a Pct. 1 Street Improvements project.

**BACKGROUND**

Hidalgo County Precinct No. 1 has graded three engineering firms from the County's approved "pool". Javier Hinojosa Engineering, Leo Rodriguez Engineering and Quintanilla, Headley & Associates were rated to engineer the 2007 Street Improvements project that include "E" Street in Colonia Olivarez and Ricardo-Andrea Street. See attached scoring grid for your review.

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**Fiscal Impact**

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**Attachments**

Link: [Pct. 1 Street Imp.](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/01/2008 07:53 AM | APRV          |
| 2                | Veronica Lopez        | Veronica Lopez     | 05/01/2008 10:10 AM | APRV          |
| 3                | Auditor's Office      | Linda Fong         | 05/02/2008 08:36 AM | APRV          |
| 4                | Purchasing Department | Marty Salazar      | 05/02/2008 10:08 AM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 10:52 AM | APRV          |

Form Started By: Estella Webber  
Started On: 04/30/2008 03:16 PM

Final Approval Date: 05/02/2008

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COUNTY of HIDALGO



**SYLVIA S. HANDY**  
County Commissioner, Pct. 1  
1902 Joe Stephens Ave.  
Weslaco, TX 78596  
(956) 968-8733

April 30, 2008

Diana R. Serna, Director  
Urban County Program  
c/o Linda Sandoval, CDBG Coordinator  
1916 Tesoro Blvd.  
Pharr, TX 78577

RE: Ricardo-Andrea St. and "E" Street – 2007 Street Improvements  
UC 1 Forms for Engineering Services

Dear Ms. Serna:

I have reviewed the UC 1 forms for professional engineering firms for the 2007 Street Improvements (Ricardo-Andrea St. and "E" Street) I have selected the firm of Rodriguez Engineering located in Edinburg Texas. Attached please find the rating sheets for the following engineers:

- 1. Rodriguez Engineering
- 2. Quintanilla, Headley & Associates Engineering
- 3. Javier Hinojosa Engineering

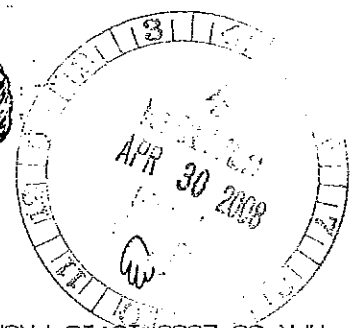
Please submit and process for Hidalgo County Commissioners' Court for approval on the next Commissioners Court meeting of Tuesday, May 6, 2008.

Should you require additional information, please do not hesitate to contact Mr. Juan J. Ybarra at (956) 968-8733.

Sincerely,

Joseph Palacios, Chief Administrator  
Hidalgo County Pct. # 1

Enclosures



**Precinct No. 1**  
 Engineering Services  
 2007 Street Improvements  
 Grading Grid

| CRITERIA  | Rodriguez Engineering |                | Javier Hinojosa Engineering |                | Quintanilla, Headley & Associates |                |
|---|-----------------------|----------------|-----------------------------|----------------|-----------------------------------|----------------|
|   | Joseph Palacios       | Juan J. Ybarra | Joseph Palacios             | Juan J. Ybarra | Joseph Palacios                   | Juan J. Ybarra |
| Professional Qualifications of Team               | 19                    | 20             | 18                          | 17             | 18                                | 18             |
| Experience of Project Team                        | 23                    | 23             | 23                          | 24             | 23                                | 21             |
| Experience of Project Manager                     | 19                    | 18             | 18                          | 16             | 17                                | 17             |
| Understanding the Project                         | 24                    | 24             | 23                          | 24             | 23                                | 25             |
| Familiarity with Applicable Rules and Regulations | 10                    | 9              | 9                           | 10             | 9                                 | 8              |
| <b>TOTALS</b>                                     | <b>95</b>             | <b>94</b>      | <b>91</b>                   | <b>91</b>      | <b>90</b>                         | <b>89</b>      |
| <b>AVERAGES</b>                                   | <b>94.5%</b>          | <b>94.5%</b>   | <b>91%</b>                  | <b>91%</b>     | <b>89.5%</b>                      | <b>89.5%</b>   |

|          |                                   |       |
|----------|-----------------------------------|-------|
| #1 Rated | Rodriguez Engineering             | 94.5% |
| #2 Rated | Javier Hinojosa Engineering       | 91%   |
| #3 Rated | Quintanilla, Headley & Associates | 89.5% |

**AI-9089**

**11.C.**

**Construction Contract - Pct. #3**

**CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Estella Webber, URBAN COUNTY  
**Department:** URBAN COUNTY  
**Agenda Area:** Urban County

**Information**

**CAPTION**

The Urban County Program for Precinct #3 is requesting authority to award and enter into a construction contract with Valley Paving, Inc. (lowest bidder meeting all specifications and/or requirements) for Flood Drain Improvements for Monica Acres (RFB: 5007-93-0309-5000-9300-KS) in the amount of \$119,060.00 utilizing Precinct 3 Flood Drain Improvement UCP Year 20 (2007) funds.

**BACKGROUND**

Precinct #3 requests approval to award a contract in the amount of \$119,060.00 with Valley Paving, Inc. The project consists of proposed Flood Drain Improvements for Monica Acres and will utilize Precinct 3 Urban County Program Year 20 (2007) funds. (See attached bid tabulation sheet).

Contractor: Valley Paving, Inc.  
Contract Amount: \$119,060.00  
Funds Available: \$300,000.00 Year 20 (Precinct 3)

**Fiscal Impact**

**FISCAL YEAR:** \_\_\_\_\_ **ACCT. #:** \_\_\_\_\_  
**FUNDS AVAILABLE Y/N?:** Yes **MATCHING FUNDS Y/N?:** \_\_\_\_\_

**BUDGETARY IMPACT:**

Contractor: Valley Paving, Inc.  
Contract Amount: \$119,060.00  
Funds Available: \$300,000.00 Year 20 (Precinct 3)

**Attachments**

Link: [flood drain imp. project](#)

Link: [Construction Contract](#)

**Form Routing/Status**

| Route | Seq | Inbox               | Approved By    | Date                | Status |
|-------|-----|---------------------|----------------|---------------------|--------|
| 1     |     | Budget & Management | Dina Trevino   | 04/30/2008 03:07 PM | APRV   |
| 2     |     | Veronica Lopez      | Veronica Lopez | 05/01/2008 10:28 AM | APRV   |

|   |                       |               |                     |      |
|---|-----------------------|---------------|---------------------|------|
| 3 | Auditor's Office      | Linda Fong    | 05/02/2008 08:39 AM | APRV |
| 4 | Purchasing Department | Marty Salazar | 05/02/2008 10:07 AM | APRV |
| 5 | Court Administrator   | Angela Garcia | 05/02/2008 10:52 AM | APRV |

Form Started By: Estella Webber

Started On: 04/29/2008 02:01  
PM

Final Approval Date: 05/02/2008

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# JAVIER HINOJOSA ENGINEERING/Consulting Engineers

April 28, 2008

Commissioner Joe M. Flores  
Hidalgo County Precinct 3  
724 N. Breyfogle  
Mission, Texas 78572

**Re: Hidalgo County Precinct No. 3  
Flood Drain Improvements for Monica Acres  
Bid No. 5007-93-0309-5000-9300**

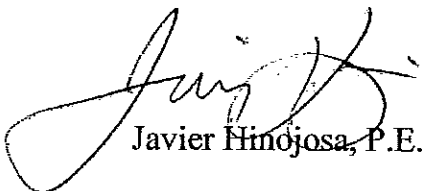
Dear Commissioner Flores,

Bids were received and opened for the Precinct 3 – Flood Drain Improvements for Monica Acres Bid No. 5007-93-03-09-5000-9300 on April 16, 2008. A total of ten bids were received with Valley Paving, Inc. being the low bidder with a total base bid of \$119,060.00. Attached is a copy of the bid tabulation for your review. This project involves construction of a 24” drainage outfall from the Monica Acres Subdivision south connecting to an existing 48” drain line located on Mile 3 North. Hidalgo County Drainage District No. 1 is providing all the 24” pipe required for this project. The Contractor, Valley Paving, Inc., is providing labor only for the installation for this 24” line and labor and materials for the inlets and other items necessary for this construction. Valley Paving, Inc. is a reputable firm who has constructed numerous projects within Hidalgo County. We recommend award of the contract to Valley Paving, Inc. in the amount of \$119,060.00.

If you have any questions or require further information, please feel free to contact me at your convenience.

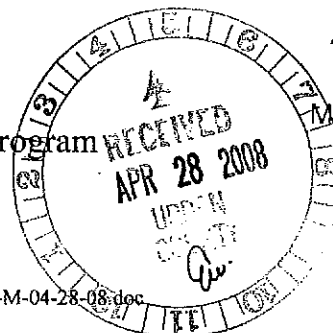
Sincerely,

**JAVIER HINOJOSA ENGINEERING**



Javier Hinojosa, P.E.

cc: Kasie Saucedo, C.D. Coordinator, Urban County Program



416 E. Dove Avenue

McAllen, Texas 78504

Tel: (956) 668-1588

Fax: (956) 994-8102

**BID TABULATION SHEET**  
**Hidalgo County Precinct #3 / Urban County Program**  
**Flood Drain Improvements for Monica Acres**  
**Bid # 5007-93-0309-5000-9300**  
**Bid Date: April 16, 2008 @ 9:30 a.m.**

| <u>Bidder</u>                              | <u>Total Base Bid</u> |
|--|-----------------------|
| 1. Valley Paving, Inc.                     | \$119,060.00          |
| 2. The 5125 Company                        | \$132,070.00          |
| 3. Pueblo Construction, LLC                | \$167,685.00          |
| 4. Jimmy Closner & Sons Construction Co.   | \$168,990.00          |
| 5. Sascon, Inc.                            | \$171,290.00          |
| 6. United Contracting, Inc.                | \$184,855.00          |
| 7. Saenz Utility Contractor, Ltd.          | \$185,520.00          |
| 8. G.O. Construction                       | \$206,532.50          |
| 9. J.M. Construction                       | \$222,300.00          |
| 10. Associated Construction Partners, Ltd. | \$281,424.90          |



**CONSTRUCTION  
CONTRACT**

This Agreement, entered into this 6th day of May, 2008 by and between **HIDALGO COUNTY** joined by **Precinct #3** (hereinafter called the "OWNER", acting herein through its **County Judge**, and **Valley Paving, Inc.**, (a corporation) of **321 E. 2 Mile Line, Mission 78574**, Texas, County of **Hidalgo**, and State of Texas, hereinafter called "CONTRACTOR".

**WITNESSETH**

That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the OWNER, the CONTRACTOR hereby agrees with the OWNER to commence and complete the construction described as follows:

**PROJECT NAME: Flood Drain Improvements**

**PROJECT #: 5007-93-0309-5000-9300**

**PROJECT DESCRIPTION: Flood Drain Improvements for Monica Acres.**

hereinafter called the project, for the sum of **(\$119,060.00) One Hundred and Nineteen Thousand and Sixty Dollars** and all extra work in connection therewith, under the terms as stated in the General and Special Conditions of the Contract; and at his (its or their) own proper cost and expense to furnish all the materials, supplies, machinery, equipment, tools, superintendence, labor, insurance, and other accessories and services necessary to complete the said project in accordance with the conditions and prices stated in the Proposal, the General Conditions, Supplemental General Conditions and Special Conditions of the contract, the plans, which include all maps, plats, blue prints, and other drawings and printed or written explanatory matter thereof, the specifications and contract documents therefore as prepared by **Javier Hinojosa Engineering** entitled the Architect/Engineer, and as enumerated in Paragraph 1 of the Supplemental General Conditions, all of which are made a part hereof and collectively evidence and constitute the contract.

The CONTRACTOR hereby agrees to commence work under this contract on or after a date to be specified in a written "Notice to Proceed" of the OWNER and to fully complete the project within **90** calendar days thereafter. The CONTRACTOR further agrees to pay, as liquidated damages, the sum of **\$ 300** for each consecutive calendar day thereafter as hereinafter provided in Paragraph 19 of the General Conditions.

The OWNER agrees to pay the CONTRACTOR in current funds for the performance of the contract, subject to additions and deductions, as provided in the General Conditions of the contract, and to make payments on account thereof as provided in Paragraph 25, "Payments to Contractor", of the General Conditions.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in four (4) counterparts, each of which shall be deemed an original, in year and day first above mentioned.

\_\_\_\_\_  
Contractor

Name of Firm: Valley Paving, Inc.  
Address: 321 E. 2 Mile Line,  
Mission, Texas 78574

Fed. I.D. #/S.S. #: 74-2240275

STATE OF TEXAS        '

'

COUNTY OF HIDALGO   '

This instrument was acknowledged before me on this the \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

by \_\_\_\_\_, \_\_\_\_\_ of and on behalf of \_\_\_\_\_ .  
(title) (a corporation) (a partnership) (an individual)

\_\_\_\_\_  
Notary Public - Signature

WITNESS:

**URBAN COUNTY PROGRAM**

\_\_\_\_\_  
**Diana R. Serna**  
**Urban County Director**

AI-9087

11.D.

**Construction Contracts - Home Rehab Prog.  
CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Estella Webber, URBAN COUNTY  
**Department:** URBAN COUNTY  
**Agenda Area:** Urban County

**Information**

**CAPTION**

1. Presentation of a recommendation for discussion, consideration and action for Hidalgo County to waive the "technicality" (as permitted under procurement packet's legal notices) of a vendor (Torres Building & Construction, L.L.C.) not returning/submitting a "request for bid cover letter" with the bid submitted, thus permitting the Hidalgo County UCP to tabulate, analyze and present the bid for consideration and possible award inasmuch as it is in the County's best interest to do so;
2. The Urban County Program is requesting the award of bids and approval of contracts for the demolition and reconstruction of one (1) unit in the Countywide, two (2) units in the City of Weslaco, two (2) units in the City of Alamo in the total amount of \$241,270.00 to Torres Building & Construction, L.L.C., and one (1) unit in the City of Mercedes in the total amount of \$59,800 to J.D. Villarreal Construction.

**BACKGROUND**

These families were approved to receive assistance under the HOME-Homeowner Occupied Housing Rehabilitation Program by the County Commissioners' Court on December 11, 2007, February 26, 2008 and March 11, 2008. Bids were received and opened at the Hidalgo County Purchasing Department on Wednesday, April 16, 2008 for the reconstruction including demolition of one (1) existing structure in the Countywide Area, two (2) in the City of Weslaco, two (2) in the City of Alamo and one (1) in the City of Mercedes. A review and tabulation of bids revealed that the following contractors were the lowest responsive bidders for the Countywide Area, City of Weslaco and the City of Alamo projects in the total amount of \$241,270.00 to Torres Building & Construction, L.L.C., and \$59,800.00 to J.D. Villarreal Construction for the City of Mercedes.

(See Attachments)

**Fiscal Impact**

**Attachments**

Link: [Rehab assistance](#)

**Form Routing/Status**

| Route Seq | Inbox               | Approved By  | Date                | Status |
|-----------|---------------------|--------------|---------------------|--------|
| 1         | Budget & Management | Dina Trevino | 04/30/2008 02:10 PM | APRV   |

|   |                       |                |                     |      |
|---|-----------------------|----------------|---------------------|------|
| 2 | Veronica Lopez        | Veronica Lopez | 05/01/2008 08:04 AM | APRV |
| 3 | Auditor's Office      | Linda Fong     | 05/02/2008 08:41 AM | APRV |
| 4 | Purchasing Department | Marty Salazar  | 05/02/2008 02:49 PM | APRV |
| 5 | Court Administrator   | Angela Garcia  | 05/02/2008 03:04 PM | APRV |

Form Started By: Estella Webber

Started On: 04/29/2008 11:36 AM

Final Approval Date: 05/02/2008

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# URBAN COUNTY PROGRAM

## Hidalgo County Commissioner's Court Agenda Request Form

9087

Date: April 28, 2008

Meeting Date Request: May 6, 2008

Deadline for Action: May 6, 2008

Contact Person: DIANA R. SERNA, DIRECTOR

Department: HOME PROGRAM

Phone: (956) 787-8127 Fax: (956) 787-5291

Diana R. Serna, Urban County Director *DRS*

**AGENDA:**

The Urban County Program is requesting the award of bids and approval of contracts for the demolition and reconstruction of one (1) unit in the Countywide, two (2) units in the City of Weslaco, two (2) units in the City of Alamo in the total amount of \$241,270.00 to Torres Building & Construction, L.L.C., and one (1) unit in the City of Mercedes to J.D. Villarreal Construction.

**STAFF COMMENTS & RECOMMENDATION:**

Theses families were approved to receive assistance under the HOME-Homeowner Occupied Housing Rehabilitation Program by the County Commissioners' Court on December 11, 2007, February 26, 2008 and March 11, 2008. Bids were received and opened at the Hidalgo County Purchasing Department on Wednesday, April 16, 2008 for the reconstruction including demolition of one (1) existing structure in the Countywide Area, two (2) in the City of Weslaco, two (2) in the City of Alamo and one (1) in the City of Mercedes. A review and tabulation of bids revealed that the following contractors were the lowest responsive bidders for the Countywide Area, City of Weslaco and the City of Alamo projects in the total amount of \$241,270.00 to Torres Building & Construction, L.L.C., and \$59,800.00 to J.D. Villarreal Construction for the City of Mercedes.

| CONTRACTOR  | APPLICANT  | CASE NO.    | CITY                      | FUND. YR.                    | LOCATION OF PROPERTY  |
|---|--|-------------|---------------------------|------------------------------|---|
| Torres Building & Construction, L.L.C.<br>\$48,254.00 | Consuelo R. Balderas<br>Reconstruct<br>Deferred - Disabled         | CW 85-08-03 | Countywide<br>Precinct #4 | HOME<br>2004, 2005<br>& 2007 | All of Lots Sixteen (16), Seventeen (17), Eighteen (18), and Nineteen (19), in Block eleven (11), Faysville Townsite Subdivision in Hidalgo County, Texas.  |
| Torres Building & Construction, L.L.C.<br>\$48,254.00 | Maria C. Bugarin<br>Reconstruct<br>Deferred - Elderly              | WE 80-08-01 | Weslaco<br>Precinct #1    | HOME 2004<br>& 2007          | Lots 1, 2, and 3 block 3 of the C. DAVEPORT SUBDIVISION of the North 16.96 acres in Farm Tract No. 52, West tract Subdivision, Hidalgo County, Texas.   |
| Torres Building & Construction, L.L.C.<br>\$48,254.00 | Luisa V. Vela<br>Reconstruct<br>Deferred - Elderly                 | WE 80-08-05 | Weslaco<br>Precinct #1    | HOME2004<br>& 2007           | Lot Nine (9), Block Fifty-one (51), Original Townsite of Weslaco, Hidalgo County, Texas.  |
| Torres Building & Construction, L.L.C.<br>\$48,254.00 | Luis Salinas<br>Reconstruct<br>Deferred - Elderly                  | AM 05-08-01 | Alamo<br>Precinct #1      | HOME 2004<br>& 2007          | LOT Twenty-four (24), Block Three (3), of the McCREARY SUBDIVISION UNIT NO. (1), being a subdivision of the South 10.91 Acres out of Lot 5, Block 36 Alamo Land and Sugar Company Subdivision, Hidalgo County, Texas. |
| Torres Building & Construction, L.L.C.<br>\$48,254.00 | Josefa Rodriguez<br>Reconstruct<br>Deferred - Elderly              | AM 05-08-02 | Alamo<br>Precinct #1      | HOME 2004<br>& 2007          | All of Lot Eight (8), Block Fifty-five (55), Alamo Townsite of Hidalgo County, Texas.   |
| J.D. Villarreal Construction<br>\$59,800.00           | Rafael Jr. & Gloria G. Ybarra<br>Reconstruct<br>Deferred - Elderly | ME 50-07-04 | Mercedes<br>Precinct #1   | HOME 2004<br>& 2007          | Lot Eleven (11), in Block Twenty-five (25) of the ORIGINAL TOWNSITE OF MERCEDES, Hidalgo County, Texas.   |

\* *Gonzales Brother Construction was the lowest bidder for Consuelo R. Balderas, Maria Bugarin, Rafael & Gloria Ybarra, Luis & Dominga Salinas and Josefa Rodriguez projects. However, due to the contractor failing to meet County bid submittal requirements, the County Purchasing Department recommended that the UCP award these bids to the next lowest bidder (who met all County bid submittal requirements).*



HIDALGO COUNTY PURCHASING DEPARTMENT

BID TABULATION SHEET

DEPARTMENT NAME: COUNTY OF HIDALGO COUNTY URBAN COUNTY PROGRAM

BID OPENING DATE: APRIL 16, 2008 BID OPENING TIME: 9:30 A.M.

DESCRIPTION OF BID: The demolition and reconstruction of two (2) units in the Countywide Area, along with a reconstruction of two (2) units in the City of Weslaco, one (1) unit in the City of Mercedes and two (2) units in the City of Alamo

| CONTRACTORS                    | CONSUELO R. BALDERAS | LUISA V. VELA | MARIA BUGARIN | RAFAEL & GLORIA YBARRA | LUIS & DOMINGA SALINAS | JOSEFA RODRIGUEZ |
|--------------------------------|----------------------|---------------|---------------|------------------------|------------------------|------------------|
| TORRES BUILDING & CONSTRUCTION | \$ 48,254.00         | \$ 48,254.00  | \$ 48,254.00  | \$ 70,000.00           | \$ 48,254.00           | \$ 48,254.00     |
| GONZALES BROTHER CONSTRUCTION  | \$ 39,174.00         | \$ 50,509.00  | \$ 39,174.00  | \$ 50,309.00           | \$ 39,174.00           | \$ 39,174.00     |
| DE LEON CONSTRUCTION           |                      | \$ 49,500.00  |               |                        |                        |                  |
| ROLANDO'S GENERAL CONSTRUCTION | \$ 49,000.00         | \$ 50,000.00  | \$ 49,000.00  |                        |                        |                  |
| GUSTAVO DE LEON                |                      | \$ 49,900.00  |               |                        | \$ 49,700.00           |                  |
| J.D. VILLARREAL CONSTRUCTION   |                      |               |               | \$ 59,800.00           |                        | \$ 49,940.00     |
| BENCHMARK CONSTRUCTION         |                      |               |               |                        |                        | \$ 49,000.00     |

\*Gonzales Brother Construction was the lowest bidder for Consuelo R. Balderas, Maria Bugarin, Rafael & Gloria Ybarra, Luis & Dominga Salinas and Josefa Rodriguez projects. However, due to both contractors failing to meet County bid submittal requirements, the County Purchasing Department recommended that the UCP award these bids to the next lowest bidder (who met all County bid submittal requirements).



# Housing Rehab Program

**ENTITY:** City of Mercedes

**PROJECT:** Bid Approval for Assistance under the HOME Homeowner Occupied Housing Rehabilitation Program.

**FUNDING YEAR:** HOME 2004 & 2007

**SYNOPSIS:**

The family is being submitted for bid approval before the County Commissioner's Court. The family has been on the wait list since July 2005 and has met all of the program requirements for assistance under the HOME Homeowner Occupied Housing Rehabilitation Program. The following is a profile of the project.

**Rafael Jr. & Gloria Ybarra:** Family of four (4)  
Applicant's age is 72, wife's age 59 son's age 16 and a daughter's age 25.

Total annual household income: \$ 19,626.92  
HUD Income Limits (family of 4): \$ 34,500.00

**Precinct:** # 1

Existing Dwelling: 3 bedroom frame home, built in 1926.

**RECOMMENDATION:**

The HOME Staff recommends approval for assistance under the Housing Rehabilitation Program by the County Commissioner's Court.

## Housing Rehab Program

**ENTITY:** City of Weslaco

**PROJECT:** Bid Approval for Assistance under the HOME Homeowner Occupied Housing Rehabilitation Program.

**FUNDING YEAR:** HOME 2004 & 2007

**SYNOPSIS:**

The family is being submitted for bid approval before the County Commissioner's Court. The family has been on the wait list since March 2003 and has met all of the program requirements for assistance under the HOME Homeowner Occupied Housing Rehabilitation Program. The following is a profile of the project.

**Luisa V. Vela**

Family of one (1)  
Applicant's age is 74.

Total annual household income:     \$ 8,856.00  
HUD Income Limits (family of 1):     \$ 24,150.00

**Precinct:** # 1

Existing Dwelling: 3 bedrooms frame home, built in 1924.

**RECOMMENDATION:**

The HOME Staff recommends bid approval for assistance under the Housing Rehabilitation Program by the County Commissioner's Court.

## Housing Rehab Program

**ENTITY:** City of Alamo

**PROJECT:** Bid Approval for Assistance under the HOME Homeowner Occupied Housing Rehabilitation Program.

**FUNDING YEAR:** HOME 2004 & 2007

**SYNOPSIS:**

The family is being submitted for bid approval before the County Commissioner's Court. The family has been on the wait list since November 2000 and has met all of the program requirements for assistance under the HOME Homeowner Occupied Housing Rehabilitation Program. The following is a profile of the project.

**Luis Salinas**

Family of two (2)  
Applicant's age is 82, spouse is 66

Total annual household income: \$ 11,448.00  
HUD Income Limits (family of 2): \$ 27,600.00

**Precinct:** # 1

Existing Dwelling: 2 bedrooms frame home, built in 1969.

**RECOMMENDATION:**

The HOME Staff recommends bid approval for assistance under the Housing Rehabilitation Program by the County Commissioner's Court.

## Housing Rehab Program

**ENTITY:** City of Weslaco

**PROJECT:** Bid Approval for Assistance under the HOME Homeowner Occupied Housing Rehabilitation Program.

**FUNDING YEAR:** HOME 2004 & 2007

**SYNOPSIS:**

The family is being submitted for bid approval before the County Commissioner's Court. The family has been on the wait list since January 2000 and has met all of the program requirements for assistance under the HOME Homeowner Occupied Housing Rehabilitation Program. The following is a profile of the project.

**Maria C. Bugarin**

Family of one (1)  
Applicant's age is 77

Total annual household income:     \$ 7,884.00  
HUD Income Limits (family of 1):     \$ 24,150.00

**Precinct:** # 1

Existing Dwelling: 2 bedrooms frame home, built in 1963.

**RECOMMENDATION:**

The HOME Staff recommends bid approval for assistance under the Housing Rehabilitation Program by the County Commissioner's Court.

## Housing Rehab Program

**ENTITY:** Countywide

**PROJECT:** Bid Approval for Assistance under the HOME Homeowner Occupied Housing Rehabilitation Program.

**FUNDING YEAR:** HOME 2004, 2005 & 2007

**SYNOPSIS:**

The family is being submitted for bid approval before the County Commissioner's Court. The family has been on the wait list since April 2006 and has met all of the program requirements for assistance under the HOME Homeowner Occupied Housing Rehabilitation Program. The following is a profile of the project.

**Consuelo R. Balderas:** Family of three (3)  
Applicant's age is 60 (disabled), husband age 51 (disabled),  
son's age 15.

Total annual household income: \$12,384.00  
HUD Income Limits (family of 3): \$31,050.00

**Precinct:** # 4

Existing Dwelling: 2 bedroom frame home, built in 1932.

**RECOMMENDATION:**

The HOME Staff recommends bid approval for assistance under the Housing Rehabilitation Program by the County Commissioner's Court.

**AI-9086**

**11.E.**

**Street Imp. - Bar Mar Rd. (Pct. 4)**

**CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Estella Webber, URBAN COUNTY  
**Department:** URBAN COUNTY  
**Agenda Area:** Urban County

**Information**

**CAPTION**

The Urban County Program is requesting approval of the final negotiated Professional Engineering Services contract with Quintanilla Headley & Associates, Inc., in the amount of \$18,500.00 utilizing Year 18 (2005) Urban County Program Street Improvements funds for Hidalgo County Precinct No. 4 as previously authorized for negotiations by Commissioners' Court on 04-01-2008.

**BACKGROUND**

Hidalgo County Precinct No. 4 has negotiated a Professional Engineering Services contract with Quintanilla, Headley & Associates, Inc., in the amount of \$18,500.00 for Urban County Program Year 18 (2005) Street Improvements to Bar Mar Road.

See attached scope of services.

Contract Amount: \$ 18,500.00

Funds Available: \$ 59,981.67 Year 18 (2005) Precinct No.4 Street Improvements

**Fiscal Impact**

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:** Yes

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Contract Amount: \$18,500.00

Funds Available: \$59,981.67 Year 18 (2005) Precinct No. 4 Street Improvements

**Attachments**

Link: [Road Improvements](#)

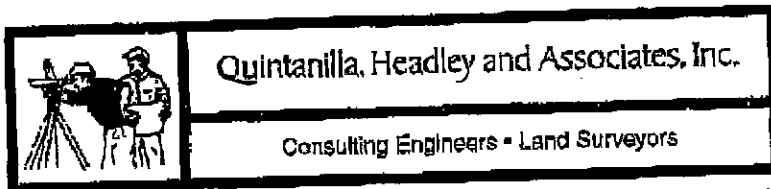
**Form Routing/Status**

| Route Seq | Inbox               | Approved By    | Date                | Status |
|-----------|---------------------|----------------|---------------------|--------|
| 1         | Budget & Management | Dina Trevino   | 04/30/2008 03:06 PM | APRV   |
| 2         | Veronica Lopez      | Veronica Lopez | 05/01/2008 10:34 AM | APRV   |
| 3         | Auditor's Office    | Linda Fong     | 05/02/2008 08:43 AM | APRV   |

4 Purchasing Department Marty Salazar 05/02/2008 10:05 AM APRV  
5 Court Administrator Angela Garcia 05/02/2008 10:52 AM APRV  
Form Started By: Estella Webber Started On: 04/29/2008 10:57 AM  
Final Approval Date: 05/02/2008

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- Municipal Projects
- Subdivisions
- Surveys



Alfonso Quintanilla, P.E., R.P.L.S.  
Eulalia Ramirez, P.E.

124 E. Stubbs, Edinburg, Texas 78539 Phone: (956) 381-6480 Fax: (956) 381-0527

April 24, 2008

Mr. Oscar Garza, Jr.  
Hidalgo County Commissioner  
Precinct No. 4  
P O Box 1356  
Edinburg, Texas 78539

**Re: Urban County Program Year 18 Bar-Mar Road Improvements**

Dear Commissioner Garza:

Attached please find the revised engineer's cost estimate for this project. I have included the purchase of the hot mix and caliche material as previously discussed and the labor and equipment to be provided by the Precinct. The engineering fee for this project is \$ 18,500.00

Please process this contract for approval by the Hidalgo County Commissioners' Court at your earliest convenience.

Should you have any questions or require additional information, please feel free to call me at 381-6480.

Sincerely,

Alfonso Quintanilla, P.E., R.P.L.S.  
President



**“EXHIBIT A”**

**Hidalgo County Precinct No.4  
Urban County Program Year 18  
Bar-Mar Road**

**Scope of Services**

1. Field Surveying and Topography to establish centerlines, right-of-ways, locates all structures within the existing right-of-ways.
2. Prepare plans and specifications (Design, Grading, Drainage) including Contract Documents and Advertisement.
3. Field Staking for grading of roads.
4. Field Inspection for quality control.

**Lupita V. Garcia**

---

**From:** Gloria Ann [gabeltran54@yahoo.com]  
**Sent:** Monday, April 28, 2008 9:55 AM  
**To:** lvgarcia@bizrgv.rr.com  
**Subject:** Barb-Mar

Lupita,

Good morning. I just faxed you the revised project estimate from Quintanilla for Barb-Mar road improvements. Please prepare for next CC meeting agenda.

Please call me if you have any questions. I'm unable to call you, the phone call to your office for what ever reason does not go thru. Call me

Thanks,

GAB

---

Be a better friend, newshound, and know-it-all with Yahoo! Mobile. [Try it now.](#)

4/28/2008

STATE OF TEXAS        {  
                                  {  
COUNTY OF HIDALGO    {

**Part I - Professional Services Agreement**

This Agreement, entered into this 6th day of May, 2008 by and between Hidalgo County, a political subdivision of the State of Texas, joined by the Hidalgo County Precinct NO. 4, (hereinafter called the "Party") and Quintanilla Headley & Associates duly authorized Engineer, herein acting by Alfonso Quintanilla, P.E. (hereinafter called the "Engineer").

**WITNESSETH THAT:**

**WHEREAS**, Hidalgo County has received CDBG funds from the U.S. Dept. of Housing and Urban Development to be used by Urban County Participants. It is understood and agreed that the Party's obligation under this Agreement is contingent upon the actual receipt of adequate federal funds to meet the liabilities under this Agreement; and

**WHEREAS**, the Party is interested in obtaining Engineering Services; and

**WHEREAS**, the Engineer, duly licensed and registered to practice engineering in the State of Texas, has the professional abilities to undertake the study, evaluation, analysis and engineering recommendations in a manner which shall provide the necessary public service while preserving and enhancing to the greatest degree possible the natural and proposed environment in the PROJECT area; and

**WHEREAS**, the Party desires to engage the Engineer to render certain services in connection therewith;

**NOW, THEREFORE**, the participants do mutually agree as follows:

**SECTION I  
EMPLOYMENT OF THE ENGINEER**

The Party agrees to employ the Engineer to furnish and provide the engineering services as stated in the following sections and upon receipt of such satisfactory services, the Party agrees to pay the Engineer as stated in the sections to follow.

**SECTION II  
BASIC SERVICES OF THE ENGINEER**

The Engineer shall perform the following Basic Services in connection with the proposed Street Improvements Project Account(s) # 5005-91-0311-5000-9100. (See Exhibit A)

## **2.1 Preliminary Phase**

- a. Attend preliminary conferences with the Party and, if requested, with the funding agency and other government agencies or interested parties regarding the project.
- b. As may be required, comply and receive the Party and the funding agencies approval on all work.
- c. Prepare preliminary engineering plans on the Project in sufficient detail to indicate clearly the problems involved and solutions recommended with the cost estimates.
- d. Obtain the Party's approval of the work of this Preliminary Phase before proceeding with the next phase.

## **2.2 Design Phase**

- a. Attend the respective Party's meetings as requested for the purpose of explaining completed design work activities.
- b. Advise the Party of any soil investigations or tests which, in the opinion of the Engineer, may be required for the proper execution of the Project.
- c. Provide all field information and surveys required for the design of the Project.
- d. Plot field data and other survey information for the design of the Project.
- e. Prepare detailed plans specification and contract documents and drawings (reproducible tracings) for construction authorized by the Party.
- f. Furnish, if requested, the engineering data necessary for the Party to obtain permits required by local, state, and federal authorities.
- g. Prepare cost estimates of authorized construction, based on prices for work. If such estimated costs exceed the monies available, the Party shall be consulted so that revisions can be made to reduce the cost as required.
- h. Prepare all documents required for the advertisement and bidding of the Project in cooperation with the Party's staff.
- i. Preparation of property or easement descriptions.

## 2.3 Construction Phase

The Construction Phase will commence with the execution of the prime construction contract(s). The Party will issue a ten (10) day commence work notice which will signal the commencement of work under any construction contracts and will terminate upon the Party's approval of the Engineer's written approval of final payment to the Contractor(s). During the Construction Phase, the Engineer will:

- a. Assist the Party in opening and tabulating bids for the construction of the Project, and advise the Party in establishing the procedure for entering into construction phase.
- b. Prepare the formal Contract Documents for the Contractor.
- c. Make periodic visits to the site as required pursuant to the standards of Professional Engineers on projects of this nature, provide project construction supervision, to observe the progress and quality of the executed work and to determine if the work is proceeding in accordance with the contract documents.
- d. Consult and advise with the Party and issue all instructions and Change Orders to the Contractor requested by the Party.
- e. During the progress of actual construction, Engineer will keep the Owner informed with brief and concise information. A monthly progress report will be prepared which will give the Party a quick glance at the Project insofar as monies spent, construction time elapsed, percent of Project completed, a brief narrative of what problems have been encountered and the anticipated completion date.
- f. Review shop and working drawings furnished by Contractors for general compliance with design concept and with information given in contract documents.
- g. Review and provide a recommendation concerning samples, catalog data, schedules, shop drawings, laboratory, shape and mill tests of material and equipment and other data which the Contractor is required to submit, in compliance with the Contract Documents.
- h. Prepare monthly and final estimates for payments to Contractors.
- i. Upon receipt of notification by the Party that the work has been completed, the Engineer shall accompany the Party on the Final Inspection to assure that the total work has been completed in accordance with the Contract Documents.
- j. Prior to the Party's dispersal of any retainage of funds, render a written opinion to the Party that the construction has been completed according to the Contract Documents and provide the Party with a certificate of completion and release of liens documents from subcontractors.
- k. Provide the Party with sepia copies of as-built drawings of the constructed improvements, when requested.

- l. The Engineer will be responsible for interim and final inspection.
- m. Furnish to the Party of **Precinct No. 4** six (6) sets of plans and six (6) sets of specifications and contract documents.

**SECTION III  
ADDITIONAL SERVICES OF THE ENGINEER**

If authorized in writing by the Party, the Engineer will furnish or obtain from others Additional Services of the following types which are not considered normal or customary basic services; these will be paid for by the Party as indicated in Section VI.

- 3.1 Services of a Resident Project Representative, and other field personnel as required, for on-the-site observations of construction, other than periodic visits covered in Section 2.3a herein.
- 3.2 Detailed mill, shop and/or laboratory inspection of materials or equipment.
- 3.3 Major revision of Contract drawings as distinguished from modifications due to change orders, modifications to reduce the cost of the project or modifications requested to meet federal, state, or local regulations.

**SECTION IV  
REIMBURSABLE EXPENSES**

- 4.1 Travel and subsistence required for the Engineer and authorized by the Party to points other than within the County and Project site.
- 4.2 Additional copies of reports and specifications over six (6) copies and additional prints of drawings over six (6) copies.
- 4.3 Reimbursable expenses as provided in Section IV herein shall be paid to the Engineer on the basis of 1.1 times the Engineers actual cost.

**SECTION V  
THE PARTY'S RESPONSIBILITIES**

**The Party will:**

- 5.1 Provide full information as to requirements for the Project.
- 5.2 Assist the Engineer by providing all available information pertinent to the Project including reports and other data relative to design and construction of the Project.

- 5.3 Furnish the Engineer services or data as required such as appropriate professional interpretations of all of the foregoing; property, boundary, easement, right-of-way, zoning, and deed restrictions; all of which the Engineer may rely upon in performing his services under this agreement.
- 5.4 Guarantee access to and make all provisions for the Engineer to enter upon public and private property as required for the Engineer to perform his services under this Agreement.
- 5.5 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by the Engineer.
- 5.6 Pay for all costs incident to advertising and obtaining bids or proposals from Contractors.
- 5.7 Provide such legal and accounting services required to discharge the Party's responsibility under the terms of this Agreement and any Agreement with any governmental agency as may be required for the project, and such auditing services as the Party may require to ascertain how or for what the purpose any Contractor has used the monies paid to him under the construction contract.
- 5.8 Give prompt written notice to the Engineer whenever the Party observes or otherwise becomes aware of any defect in the Project.

## SECTION VI PAYMENTS TO THE ENGINEER

The Party agrees to pay the Engineer for completed services as identified by the Party:

- 6.1 The Engineer shall be paid a total fixed amount of **\$18,500.00** for services rendered under this contract. Payment shall be based on request for reimbursements with documentation requested by the Party. The Engineer's fee shall be due and payable as outlined in Sections 6.2, 6.3, and 6.4 as follows.
- 6.2 At Engineer's completion and Party's approval of the Engineer's services under the Preliminary Phase, Section II of this Agreement, Party shall pay a maximum of 15% of the sum set forth in Section 6.1 above.
- 6.3 At Engineer's completion and Party's approval of the Engineer's services under the Design Phase, Section II of this Agreement, Party shall pay a maximum of 60% of the sum set forth in Section 6.1 above.
- 6.4 At Engineer's completion and Party's approval of the Engineer's services under the Construction Phase, Section II of this Agreement, Party shall pay a maximum of 25% of the sum set forth in Section 6.1 above. Such sum to be paid periodically proportionately to the percentage of construction completed by the Contractor as determined by Engineer's reports.
- 6.5 For Additional Services as provided in Section III herein the Engineer shall be paid a sum of 1.1 times the Engineer's actual cost for such services.

**SECTION VII  
OWNERSHIP OF DOCUMENTS**

Original documents, plans, designs and survey notes developed in connection with services performed hereunder belong to, and remain the property of the Party, in consideration of which it is mutually agreed that the Party will use them solely in connection with the Project and as base material for possible future projects.

**SECTION VIII  
TERMINATION**

The Party may terminate this Agreement at any time by a 30-day notice in writing to the Engineer. Upon receipt of such notice, the Engineer shall, unless the notice directs otherwise immediately discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement. As soon as practical after receipt of notice of termination, the Engineer shall submit a statement showing in detail the actual services that were performed under this Agreement to date of termination, the date such services were performed and the length of time spent by each person or party engaged in performing such services on each day,

The Party shall pay the Engineer a sum of money equal to the reasonable value of the service rendered by the Engineer to the Party in connection with the services performed under this Contract, less payments previously made by the Party to Engineer on work performed and expenses incurred by Engineer under the provisions of this Contract. Copies of all completed or partially completed designs, plans and specifications prepared under this Agreement shall be delivered to the Party when and if this Agreement is terminated, but subject to the restrictions as to their use, as set forth above.

Notwithstanding the above, the Engineer shall not be relieved of liability to the Party for damages sustained by the Party arising from Engineer's negligent acts, errors or omissions related to Engineer's obligations created under this Agreement.

**SECTION IX  
COUNTY AND CITY OFFICIALS**

Engineer agrees that no County or City official or Party employee shall be personally liable for any of the obligation created under this Agreement, or for any matter which may arise out of the Project, or any activities related thereto and hereby holds the Party, its political bodies and its employees harmless from and indemnifies them from any liability from any matter arising from Engineer's negligent acts, errors or omissions related to Engineer's obligations created under this Agreement.

**SECTION X  
SUCCESSORS AND ASSIGNS**

Party and Engineer each binds themselves, their partners, successors, executors, administrators, and assigns to the other party of Agreement in respect to all covenants of this Agreement. Neither the Party nor Engineer shall assign, sublet, or transfer interest in this Agreement without the written consent of the other.

**SECTION XI  
TIME OF PERFORMANCE**

The Engineer contracts and agrees to commence work within ten (10) days from the date of written authorization to proceed and will complete the preparation of the preliminary phase and estimates by 90 days and will proceed upon authorization with final drawings, specifications, and contracts documents and complete same within the earliest practical time from such notice to proceed.

**SECTION XII  
VENUE**

Venue and jurisdiction of any suit, right or cause of action arising under or in connection with this Contract shall lie exclusively in Hidalgo County, Texas.

**SECTION XIII  
CHANGES**

The Party may, from time to time, request changes in the Scope of Services of the Engineer as may be mutually agreed to be performed hereunder. Such changes, including any increase or decrease in the amount of the Engineer's compensation, which are mutually agreed upon by and between the Party and the Engineer shall be incorporated in written amendments to the Contract.

**SECTION XIV  
COMPLIANCE WITH LOCAL LAWS**

The Engineer shall comply with all applicable laws, ordinances, and codes of the State and local governments, and the Engineer shall save the Party harmless with respect to any damages arising from any Engineer negligence done in performing any of the work embraced by this Contract.

**SECTION XV  
ASSIGNABILITY**

The Engineer shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the Party thereof; provided however, that claims for money due or to become due to the Engineer from the Party under this Contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Party.

**SECTION XVI  
GENERAL**

16.1 Audit. The Party and/or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Engineer which are directly pertinent to this project for the purpose of making the audit, examination, excerpts, and transcriptions.

16.2 The Engineer agrees to compliance with the following Executive orders, Titles and Program Regulations, including any additional requirements that may be set forth by the Party.

- a. Title VI of the Civil Rights Act - requires that no one may be denied access to benefits from projects which receive federal assistance.
- b. Section 109 of the Housing and Community Development Act of 1974 - Nondiscrimination related to benefits from projects funded specifically under Title I of the Act.
- c. Section 3 of the HUD Act of 1968 - requires that maximum effort be made to provide employment, training, and business opportunities to low income families and/or residents of the project area.
- d. The Engineer shall give the United States Department of Housing and Urban Development, the Inspector General, the Comptroller General of the United States, the Auditor of the State of Texas, access to and the right to examine all books, accounts, records, reports, files, and other papers, things, or property belonging to or in use by Engineer pertaining to this Agreement. Such rights to access shall continue as long as the records are retained by Engineer. Engineer agrees to maintain such records in an accessible location for a period of three (3) years.
- e. Executive Order 11246 (paragraph a-c for contracts under \$10,000; paragraphs a-g for contracts over \$10,000) - Equal Employment Opportunity.

Executive Order 11246. Executive Order 11246 and the regulations issued pursuant thereto (24 CFR Part 130) which provides that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in all phases of employment during the performance of federal or federally assisted contracts. Such consultants or subcontractors shall take affirmative action to ensure fair treatment in employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination rates of pay or other forms of compensation and selection for training and apprenticeship.

Equal Employment Opportunity for Activities and Contracts not Subject to Executive Order 11246, as amended. In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Engineer shall take affirmative action to ensure that applicants for employment are employed and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not limited to the following: Employment, upgrading, demotion, or transfer; recruitment or other forms of compensation; and selection for training, including apprenticeship. The Engineer shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Government setting forth the provisions of this paragraph in all of its contracts for program work and will require all of its consultants for such work to incorporate such requirements in all subcontracts for program.

16.3 Interest of Certain Federal Officials: No member of or Delegate to the Congress of the United States and no Resident Commissioner, shall be admitted to any share or part of this Agreement or to any benefit to

arise from the same.

- 16.4 Interest of Members, Officers, or Employees of Public Body, Member of Local Governing Body, or other Public Officials: No member, officer, or employee of the County or City, or its designees or agents, no member of the governing body of the locality in which the program is situated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure for one year thereafter, shall have any interest, direct or indirect, to be performed in connection with the program assisted under the Agreement. The Engineer shall incorporate or cause to be incorporated in all such interest pursuant to the purpose of this Section.

## **SECTION XVII INSURANCE**

The Engineer shall obtain and keep in force during the term of its engagement on the Project, the insurance as follows:

- 17.1 A comprehensive automobile liability policy covering liability exposure to bodily injury and property damages. The Engineer shall furnish Party Certificates of Insurance showing the comprehensive automobile liability insurance policies to be in effect, commencing when Engineers commence operations under this Agreement, in the sum of \$300,000 for bodily injury and \$100,000 for property damages.
- 17.2 All insurance policies must be written by an insurance company or companies acceptable to the Party.

## **SECTION XVIII WARRANTY**

- 18.1 Engineer represents and warrants to Owner all services rendered to Owner under this Agreement shall, at a minimum, comply with the Texas Engineering Practices Act (Tex. Civ. St. Ann., Article 3271) and rules of the Texas Board of Professional Engineers.

**SECTION XIX  
EFFECTIVE DATE**

The effective date of this contract shall be May 6, 2008. Such date being the date the County Commissioners' Court approved entering into contract with Engineer.

This Agreement is hereby approved this \_\_\_\_\_ day of \_\_\_\_\_, **2008**.

Signature: \_\_\_\_\_  
(Engineer)

Firm Name: Quintanilla Headley & Associates Inc.

Address: 124 E. Stubbs Street

City/ST/ZIP: Edinburg, Texas 78539

FED ID #/SS #: 24-2648167

STATE OF TEXAS            {  
  {  
COUNTY OF HIDALGO        {

This instrument was acknowledged before me on this the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by  
\_\_\_\_\_ of and on behalf of \_\_\_\_\_,  
(title) (a corporation)(a partnership)(a sole proprietorship).

\_\_\_\_\_  
Notary - Signature

**Attest:**

**City of San Juan:**

\_\_\_\_\_  
City Secretary

\_\_\_\_\_  
Mayor

**Witness:**

**COUNTY OF HIDALGO**

\_\_\_\_\_  
Diana R. Serna, Director  
Urban County Program



**AI-9085**

**11.F.**

**Resolution - Action Plan  
CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Estella Webber, URBAN COUNTY  
**Department:** URBAN COUNTY  
**Agenda Area:** Urban County

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**Information**

**CAPTION**

Approval of a Resolution authorizing approval and submittal of the 2008-2009 Annual Action Plan for Year 2008 to the Department of Housing and Urban Development (HUD).

**BACKGROUND**

The Urban County Program is requesting authorization to submit the One Year Action Workplan for Years 2008-2009 to HUD.

The Annual Action Plan for Year 2008 proposes an overall budget of \$11,404,786.00 for CDBG: 8,340,418.00, for HOME: \$2,685.837.00, for ADDI: \$6,579.00 and ESG (Emergency Shelter Grant): \$371,952.00.

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**Fiscal Impact**

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**Attachments**

Link: [Annual Action Plan res.](#)

Link: [Action Plan](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 04/30/2008 03:05 PM | APRV          |
| 2                | Veronica Lopez        | Veronica Lopez     | 05/01/2008 01:40 PM | APRV          |
| 3                | Auditor's Office      | Linda Fong         | 05/02/2008 08:24 AM | APRV          |
| 4                | Purchasing Department | Marty Salazar      | 05/02/2008 10:04 AM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 10:52 AM | APRV          |

Form Started By: Estella Webber  
Started On: 04/29/2008 10:17 AM

Final Approval Date: 05/02/2008

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## RESOLUTION

**WHEREAS**, the County of Hidalgo Urban County Program has received formal notification of it's FY 2008 Allocation from the U.S. Department of Housing and Urban Development (HUD), and

**WHEREAS**, the FY 2008 allocation for the Hidalgo County Urban County Program has been set as follows:

|               |                        |
|---------------|------------------------|
| CDBG Budget:  | \$ 8,340,418.00        |
| HOME Budget:  | \$ 2,685,837.00        |
| ADDI          | \$ 6,579.00            |
| ESG Budget:   | \$ 371,952.00          |
| <b>TOTAL:</b> | <b>\$11,404,786.00</b> |

**AND WHEREAS**, the County of Hidalgo Urban County Program wishes to continue these activities;

**NOW, THEREFORE BE IT RESOLVED** that the County of Hidalgo Urban County Program hereby submits it's FY 2008 One Year Action Plan to the U.S. Department of Housing and Urban Development, and

**BE IT FURTHER RESOLVED** that Hidalgo County Judge Juan D. Salinas, III be and is hereby authorized to sign any and all documents and do all other acts necessary to carry this resolution into effect.

**RESOLVED, THIS THE 6<sup>TH</sup> DAY OF MAY, 2008.**

**Juan D. Salinas, III- Hidalgo County Judge**

**Attest:**

**Arturo Guajardo, County Clerk**

## 2008 ANNUAL WORK PLAN

| 2008   | <b>DONNA</b>   | <b>\$334,011.00</b> |
|--|--|---------------------|
| <b>03K</b><br><br><b>Exempt</b><br><b>58.34 (a) (11)</b>                         | <b>STREET IMPROVEMENTS</b> – Citywide Street Improvements Project – Yearly payment on certificates of obligation issued by the City for the reconstruction of 20 streets. All construction activity completed in previous program years. Repayment authorized under CDBG pre-award method.   | <b>\$220,357.00</b> |
| <b>03O</b><br><b>Exempt</b><br><b>58.34 (a) (7)</b>                              | <b>FIRE STATION EQUIPMENT-</b> Project consists of the purchase of fire protection equipment such as pagers and hoses but not limited to related equipment.  | <b>\$5000.00</b>    |
| <b>05D</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                           | <b>PS- YOUTH SERVICES</b> – Boys & Girls Club of Donna- Project consists of the reimbursement of salaries for recreational leaders who assist in the recreational, educational development of the youth of the community. It will also include the purchase of equipment and supplies for program activities.  | <b>\$10,000.00</b>  |
| <b>O5</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                            | <b>PS- PUBLIC SERVICES (General)</b> – Open Hands Community Charitable Services – located at 301 S. 17 <sup>th</sup> Street, project consists of the purchase of food for delivery to needy families within the City.  | <b>\$10,000.00</b>  |
| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a)(3)</b>                           | <b>GENERAL ADMINISTRATION</b> – 307 S. 17 <sup>th</sup> Street, project consists of the reimbursement of salaries for the Community Development Director and Secretary (including... fringe benefits) advertisements, travel and other miscellaneous costs   | <b>\$4,000.00</b>   |
| <b>03J</b><br><br><b>Cat. Exc. Not</b><br><b>Subj to:</b><br><b>58.35 (b)(7)</b> | <b>WATER/SEWER IMPROVEMENTS:</b> Project is the continuation of 2006 work plan – funding for sewer lines in alleys of 5 <sup>th</sup> , 6 <sup>th</sup> , & 7 <sup>th</sup> not limited to the surrounding areas to include all appurtenances related to project development.  | <b>\$62,154.00</b>  |
| <b>05A</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                           | <b>SENIOR SERVICES-</b><br><b>Amigos Del Valle-</b> Project consists of the payment of home delivered meals to elderly residents of Donna (7,500.00)<br><b>Senior Companion Program</b> – 423 N. Tower Street, Weslaco, Texas 78596. project consists of the reimbursement of salaries (stipends) for volunteers, who will provide support services to needy adults who are frail, elderly, chronically and terminally ill or disabled. (7,500.00) | <b>\$15,000.00</b>  |
| <b>04</b><br><b>Cat. Excl. Subj.</b><br><b>To</b><br><b>58.35 (a)(4)(i)</b>      | <b>CLEARANCE &amp; DEMOLITION-</b> Project consists of the clearance and demolition of 4 dilapidated structures in the Donna city limit areas listed as: 516 S. 10 <sup>th</sup> Street, 223 Tyan Street, 424 S. 16 <sup>th</sup> Street and 2913 Yañez Street.  | <b>\$7,500.00</b>   |

| <b>2008</b>   | <b>EDCOUCH</b>  | <b>\$334,011.00</b> |
|---|---|---------------------|
| <b>03K</b><br><b>Category Excluded</b><br><b>Subj. to 58.5 (a)(1)</b>     | <b>STREET IMPROVEMENTS</b><br>Resurfacing and widening of valley gutters along:<br>(A) Pacific Avenue from Industrial to FM 1015,<br>(B) Calle Avenida from Cano Street on Garza Street to dead end,<br>(C) Intersection of Industrial and Crenshaw,<br>(D) Frederick Street from Crenshaw to Adkins,<br>(E) Bowers Street from 107 to Dead End.<br><b>LOCATION: PACIFIC AVENUE, CALLE AVENIDA, INDUSTRIAL, CRENSHAW, FREDERICK AND BOWERS STREET, EDCOUCH, TEXAS</b><br><b>CENSUS DATA: TRACT 245.00 BLK GROUP 1, 2</b><br><b>BENEFICIARIES: 202</b> | <b>\$199,980.05</b> |
| <b>03J</b><br><b>Environmental Assessment</b><br><b>Section 58.36</b>     | <b>WATER / SEWER IMPROVEMENTS</b><br>(A) Purchase of mixer and aerator for wastewater treatment plant, and<br>(B) Upgrading terraces to continue meeting the ammonia levels as a TCEQ requirement.<br><b>LOCATION: 0.5 Mile Northeast of the intersection of HWY 107 and FM 1015 along Mile 17, Edcouch, Texas</b><br><b>CENSUS DATA: TRACT 245.00 BLK GROUP 1,2,3</b><br><b>BENEFICIARIES: 3351</b>  | <b>\$78,330.40</b>  |
| <b>03O</b><br><b>Category Excluded</b><br><b>Not Subj. to 58.35(b)(3)</b> | <b>FIRE STATION EQUIPMENT</b><br>Purchase of 15 portable radios and 2 mobile radios to include programming for communication purposes.<br><b>LOCATION: 202 Santa Rosa Avenue, Edcouch, Texas</b><br><b>CENSUS DATA: NA</b><br><b>BENEFICIARIES: 3351</b>  | <b>\$9,000.00</b>   |
| <b>05D</b><br><b>Exempt 58.34 (a)(4)</b>                                  | <b>YOUTH SERVICES - DELTA YOUTH CENTER</b><br>Salaries for program leaders who provide the educational, recreational, and social activities for the youth of the City of Edcouch. Purchase of minor recreational equipment and educational supplies.<br><b>LOCATION: Mile 4 (Yellow Jacket Drive) and HWY 107, Edcouch, Texas</b><br><b>CENSUS DATA: NA</b><br><b>BENEFICIARIES: 279</b>  | <b>\$10,000.00</b>  |
| <b>05M</b><br><b>Exempt 58.34 (a)(4)</b>                                  | <b>HEALTH SERVICES – NUESTRA CLINICA DEL VALLE</b><br>Reimbursement for ambulatory, primary health care and dental services to the youth who reside in Edcouch and are enrolled with the Edcouch Elsa School District.<br><b>LOCATION: 1200 East Santa Rosa, Edcouch, Texas</b><br><b>CENSUS DATA: NA</b><br><b>BENEFICIARIES: 450</b>  | <b>\$10,000.00</b>  |

| <b>2008</b>  | <b>EDCOUCH</b>  | <b>(Cont.)</b>     |
|--|---|--------------------|
| <b>21A</b><br><b>Exempt 58.34</b><br><b>(a)(3)</b> | <b>GENERAL ADMINISTRATION</b><br>Reimbursement of salaries and fringe benefits for the CDBG Coordinator who administers and oversees all the UCP projects and related program expenditures.<br>LOCATION: 211 West Southern Avenue, Edcouch, Texas<br>CENSUS DATA: NA<br>BENEFICIARIES: NA   | <b>\$16,700.55</b> |
| <b>05</b><br><b>Exempt 58.34</b><br><b>(a)(4)</b>  | <b>PUBLIC SERVICES (GENERAL) - AVANCE</b><br>Reimbursement of salaries and fringe benefits for an outreach worker, preparation instructor for English & Spanish, an ESL Instructor and computer literacy instructor. To include payment of utilities at service facility and purchase of computer hardware / software.<br>LOCATION: 200 West Pacific Avenue (Edcouch Housing Authority)<br>CENSUS DATA: NA<br><b>BENEFICIARIES: 249</b> | <b>\$10,000.00</b> |

| <b>2008</b>  | <b>HIDALGO</b>  | <b>\$334,011.00</b> |
|--|---|---------------------|
| <b>03J</b><br><b>Exempt</b><br><b>58.34(a)(11)</b> | <b>WATER/SEWER IMPROVEMENTS</b> – Annual payment of Certificate of Obligation for the wastewater treatment plant, which is benefiting low to moderate-income residents. | <b>334,011.00</b>   |

| <b>2008</b>   | <b>LA JOYA</b>   | <b>\$334,011.00</b> |
|---|--|---------------------|
| <b>21A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>GENERAL PROGRAM ADMINISTRATION</b><br>Program management that will include supervising, coordinating, monitoring and evaluating all city projects.  | <b>\$10,000.00</b>  |
| <b>03F</b><br><b>Cat.</b><br><b>Excluded</b><br><b>Not subject</b><br><b>to.</b><br><b>58.35 (b)(7)</b> | <b>PARK, RECREATIONAL, FACILITY</b><br>Continue with Multi-year funded project for Phase II, which will complete construction of youth center. The project also includes purchase of the equipment for the new youth center.             | <b>\$200,000.00</b> |
| <b>03O</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>FIRE STATION / EQUIPMENT:</b><br>Funds to be utilized for the purchase of bunker gear and related fire fighting equipment   | <b>\$20,000.00</b>  |
| <b>05A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>SENIOR SERVICES:</b><br>Salary reimbursement for senior service employees that provide direct services to elderly; van driver, kitchen aide, center aide I, and center aide II.   | <b>\$28,000.00</b>  |
| <b>20</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>  | <b>PLANNING</b><br>Planning and Technical assistance to facilitate and acquire grant/loan funding for new Water Plant  | <b>\$52,011.0</b>   |
| <b>05D</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>   | <b>YOUTH SERVICES:</b><br>Funds will be utilized for salaries for the director and staff. Will purchase equipment to include but not limited to; baseballs, soccer balls, and footballs benefiting youth within the community of La Joya | <b>\$24,000.00</b>  |

| <b>2008</b>   | <b>MERCEDES</b>  | <b>\$ 334,011.00</b> |
|---|--|----------------------|
| <b>03K</b><br><b>Exempt</b><br><b>58.34 (a) (11)</b>                            | <b>PFI- STREET IMPROVEMENTS – Bond Payment – Project</b> consists of the payment of a Bond for the previous construction of streets throughout the city,   | <b>\$297,234.00</b>  |
| <b>05A</b><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                             | <b>SENIOR SERVICES-</b> Amigos Del Valle- Project consists of payment for home delivered meals to elderly residents of Mercedes.   | <b>\$5,280.00</b>    |
| <b>05D</b><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                             | <b>YOUTH SERVICES-</b> Mercedes Recreational Center- Project consists of the purchase of minor equipment and supplies for the activity programs for the youth of the community.  | <b>\$11,907.00</b>   |
| <b>05</b><br><b>Cat. Excl.</b><br><b>Not Subj. to:</b><br><b>58.35 (b) (3)</b>  | <b>PUBLIC SERVICES (GENERAL) Library-</b> Project consists of the purchase of minor equipment, furnishings and/or supplies for the library to assist with providing services in the computer lab room to Mercedes residents.                                   | <b>\$4,477.00</b>    |
| <b>03O</b><br><b>Cat. Excl.</b><br><b>Not Subj. To:</b><br><b>58.35 (b)(3)</b>  | <b>FIRE STATION EQUIPMENT-</b> Project consists of the purchase of fire fighting bunker gear. (3 to 6 complete sets and one safety cabinet)  | <b>\$5,280.00</b>    |
| <b>03F</b><br><b>Cat. Excl.</b><br><b>Not Subj. to:</b><br><b>58.35 (b) (3)</b> | <b>PARKS, RECREATIONAL FACILITY-</b> Project consists of the purchase of recreational equipment for all city parks, HEB Park, Saladino Park, Goza Park, Hinojosa Park, Walter Collier Sports Complex Park and the Mercedes city Park.                          | <b>\$8,052.00</b>    |
| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a) (3)</b>                         | <b>GENERAL PROGRAM ADMINISTRATION-</b> Project consists of the reimbursement of salaries, fringe benefits for the CD Coordinator who administers all CDBG projects, also for the payment of advertisements, and training and travel for CDBG related projects. | <b>\$1,781.00</b>    |

| <b>2008</b>   | <b>PALMVIEW</b>   | <b>\$334,011.00</b> |
|---|---|---------------------|
| <b>03O<br/>Exempt<br/>58.34(a)(11)</b>                | <b>FIRE STATION/EQUIPMENT-</b> funds will be utilized for the payment of a new fire truck through a Pre-Award Agreement. This is the second and final payment per the agreement.        | 300,000.00          |
| <b>03K<br/>Environmental<br/>Assessment<br/>58.36</b> | <b>STREET IMPROVEMENTS</b> funds will be used for the overlay of two streets in the Tierra Linda Subdivision. Additional funds, if necessary, will be provided by the City of Palmview. | 34,011.00           |

| <b>2008</b>   | <b>PEÑITAS</b>  | <b>\$334,011.00</b> |
|---|---|---------------------|
| <b>03K<br/>Re-Evaluation<br/>Cat. Excluded<br/>Not subject to.<br/>58.35 (b)(7)</b> | <b>STREET IMPROVEMENTS:</b><br>Project will consist of drainage, water/sewer and paving to include curb and gutter and any other appurtenances as needed in Camargo Subdivision, Barcelona Heights, South of FM 1427 and Military Rd. to include but not limited to any other streets abutting and/or adjacent and surrounding proposed streets and locations within the City of Peñitas. Funds may include a master drainage plan. | <b>\$161,659.00</b> |
| <b>03F<br/>Env. Assmt.<br/>58.36</b>  | <b>PARKS, RECREATIONAL FACILITIES:</b><br>Project will consist of improvements and development of the Peñitas Nature Park to include but not limited to land acquisition, playground equipment, walking trails, picnic shelters and any other appurtenances as related to the proposed improvements. This project is a multi-year funded project.   | <b>\$100,000.00</b> |
| <b>21A<br/>Exempt<br/>58.34(a)(4)</b>   | <b>PLANNING</b><br>Contract for consulting/engineering services to develop a drainage plan for the City of Peñitas including a basemap, topographic map, and other pertinent data and mapping needed to develop a drainage plan.  | <b>\$42,352.00</b>  |
| <b>20<br/>Env. Assmt.<br/>58.36</b>   | <b>STREET LIGHTING</b><br>Installation of approximately 40 street lights throughout the city of Peñitas for traffic safety and residential safety and security.   | <b>\$30,000.00</b>  |

| <b>2008</b>   | <b>SAN JUAN</b>  | <b>\$369,703.00</b>  |
|---|--|----------------------|
| <b>03K<br/>Cat. Excluded<br/>Not subject to<br/>58.35(b)(7)</b> | <b>STREET IMPROVEMENTS</b> -funds will be used to repave 12 streets with 1½" of pavement overlay, scarify asphalt and caliche and concrete gutter in the Chula Vista Subdivision and San Juan Del Norte Subdivision.   | <b>\$ 272,400.00</b> |
| <b>05A<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>SENIOR SERVICES</b> -Amigos Del Valle- will provide food, transportation and recreation for 16 seniors at the Amigos Del Valle building located at 600 West 1 <sup>st</sup> Street, San Juan.   | <b>\$ 10,000.00</b>  |
| <b>05D<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>YOUTH SERVICES</b> -Boys & Girls Club of Alamo-San Juan-funds will provide equipment and salaries for direct services to children at the San Juan Unit.   | <b>\$ 10,000.00</b>  |
| <b>05D<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>YOUTH SERVICES</b> - Girl Scouts of America-funding will pay for membership fees, program supplies and handbooks for 100 low-income girls attending San Juan elementary schools.  | <b>\$ 2,200.00</b>   |
| <b>05D<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>YOUTH SERVICE</b> -San Juan Youth Program-funding will purchase uniforms, minor equipment and supplies for the youth participating in the program.  | <b>\$ 5,000.00</b>   |
| <b>05N<br/>Exempt<br/>58.34(a)(4)</b>                           | <b>ABUSED &amp; NEGLECTED CHILDREN</b> -CASA-funds will provide court appointed advocates for abused and neglected children, provide counseling, salaries for court case supervisor, provide assistance for the child victim and the family, supervise child visitations, etc. | <b>\$ 6,000.00</b>   |
| <b>14A<br/>Cat. Excluded<br/>Subject to<br/>58.35(a)(3)(i)</b>  | <b>REHAB:SINGLE UNIT RESIDENTIAL</b> -funds will be utilized for the rehabilitation or reconstruction of homes for low to moderate income families within the city of San Juan's jurisdiction.   | <b>\$ 62,103.00</b>  |
| <b>21A<br/>Exempt<br/>58.34(a)(3)</b>                           | <b>GENERAL ADMINISTRATION</b> -Funding will be used to pay for newspaper advertising for the City of San Juan and other eligible activities/expenditures.  | <b>\$ 2,000.00</b>   |

| 2008  | <b>WESLACO</b>   | <b>\$369,703.00</b> |
|---|--|---------------------|
| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a)(3)</b>                      | <b>GENERAL PROGRAM ADMINISTRATION – 500 S. Kansas Street Project</b> consists of the reimbursement of salaries for the Community Development Coordinator, (including insurance, fringe benefits), also for payment of advertisements for general administration activities.  | <b>\$12,105.00</b>  |
| <b>05A</b><br><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                     | <b>SENIOR SERVICES – Senior Community Outreach Services– 423 N. Tower Street, Weslaco, Texas 78596.</b> Project consists of the reimbursement of salaries (stipends) for volunteers, who will provide support services to needy adults who are frail, elderly, chronically and terminally ill or disabled. (3,500.00)<br><b>LRGVDC-Foster Grandparents –</b> for payment of a stipend payment to elderly volunteers who assist with mentoring for youth in the community. (3,500.00) | <b>\$7,000.00</b>   |
| <b>05D</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                      | <b>YOUTH SERVICES- BOYS &amp; GIRLS CLUB OF WESLACO –</b> Project consists of the reimbursement of salaries for Unit Cord. and program leaders who provide educational, social and recreational activities for the youth of the community. Will also include the purchase of minor equipment and supplies for program activities for Main Unit –103 S. Iowa, Cleckler Unit-1603 W. Sugarcane, Central Unit 910 W. 18 <sup>th</sup> .   | <b>\$42,000.00</b>  |
| <b>03</b><br><br><b>Environmental</b><br><b>Assessment</b><br><b>58.36</b>  | <b>PUBLIC FACILITY IMPROVEMENTS- (Library)</b><br>Project consists of the improvements to the Existing City Museum building to be converted into a computer learning center which will be a part of the Weslaco Library, up to but not limited to include the purchase of equipment and furniture should funding be available.   | <b>\$174,852.00</b> |
| <b>03J</b><br><br><b>Environmental</b><br><b>Assessment</b><br><b>58.36</b> | <b>PFI- WATER/SEWER IMPROVEMENTS-</b> Project consists of the up grading and installation of sewer lines, and street resurfacing improvements and all related appurtenances as need to include advertising, engineering and testing material fees to the alley between Calle Las Palmas and Calle del Cedro From Torritos St. to Calle de Hidalgo, but not limited to the surrounding areas as needed for project completion.  | <b>\$133,746.00</b> |



|   |   |   |
|---|---|---|
| <p><b>21A</b><br/>EXEMPT<br/>58.34 (A)(3)</p> | <p><b>General Administration</b><br/>Funds will be utilized for the salary reimbursement and related expenses of the CDBG Coordinator at Pct. 1.<br/>LOCATION: 1902 Joe Stephens Ave., Weslaco, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: NA</b></p>  | <p><b>\$46,130.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Delta Youth Center(s)</b><br/>Funds will be used for the reimbursement of salaries for the Program Supervisor, Program Leaders, Program Coordinator and supplies.<br/>LOCATION: 700 Northwest Hidalgo Street, Elsa, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 350</b></p>  | <p><b>\$30,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services - Boys &amp; Girls Club of Alamo</b><br/>Funds will be used for salaries of the Program director, Unit Director and Program Leaders. To include purchase of recreational equipment / supplies.<br/>LOCATION: 501 N. 13<sup>th</sup> St., Alamo, Texas 78516<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 35</b></p>   | <p><b>\$30,000.00</b><br/>(Includes Alamo allocation)</p> |
| <p><b>05</b><br/>EXEMPT 58.34<br/>(A)(4)</p>  | <p><b>Public Services General - Mercedes Recreational Center</b><br/>Funds will be used to purchase computers and related equipment to provide GED and computer literacy classes to the youth and adults.<br/>LOCATION: 701 Mathis St., Mercedes, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 32</b></p>  | <p><b>\$19,980.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Mercedes Recreational Center</b><br/>Funds will be utilized for the reimbursement of a Unit Coordinator and Recreational Leaders. To include the purchase of recreational equipment / supplies.<br/>LOCATION: 701 Mathis Street, Mercedes, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 32</b></p>  | <p><b>\$10,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Boys &amp; Girls Club Donna Unit</b><br/>Funds will be used for salaries of a Unit Coordinator, Recreational Leaders, purchase of arts / craft supplies and recreational equipment/supplies.<br/>LOCATION: 317 Miller Avenue, Donna, Texas 78537<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 18</b></p>  | <p><b>\$10,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Boys &amp; Girls Club Weslaco Unit</b><br/>Funds will be used for the reimbursement of salaries for Sports Coordinator, Recreational Leaders/Officials and purchase of recreational equipment/supplies.<br/>LOCATION: 3801 N. 5 ½ West, 2302 N. International Blvd., 1001 W. Mile 10, Weslaco, Texas 78589<br/>CENSUS DATA: NA      <b>BENEFICIARIES: 41</b></p> | <p><b>\$10,000.00</b></p>                                 |
| <p><b>05D</b><br/>EXEMPT 58.34<br/>(A)(4)</p> | <p><b>Youth Services – Girl Scouts of Greater South Texas</b><br/>Funds will be used for purchase of arts/crafts supplies, badges, membership fees, uniforms and other related expenditures to</p>  | <p><b>\$6,570.00</b></p>                                  |

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|   | <p>service under privileged girls residing in the Pct. 1.<br/> LOCATION: 202 E. Madison, Harlingen, Texas 78550<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 400</b></p>  |                           |
| <p><b>05<br/>EXEMPT 58.34<br/>(A)(4)</b></p>  | <p><b>Public Services General – La Union Del Pueblo Entero (LUPE)</b><br/> Funds will be used for salaries for GED Instructor, Outreach Worker and Citizenship Preparation teachers.<br/> LOCATION: 1225 N. Baseline Rd., Mercedes, Texas 78579<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 80</b></p>   | <p><b>\$19,997.00</b></p> |
| <p><b>05<br/>EXEMPT 58.34<br/>(A)(4)</b></p>  | <p><b>Public Services General - Rio Grande Food Bank</b><br/> Funds will be used to purchase food for needy families to be distributed by the Elsa Food Pantry in the Delta area.<br/> LOCATION: 309 W. 3<sup>rd</sup>, Elsa, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 613</b></p>  | <p><b>\$25,000.00</b></p> |
| <p><b>05<br/>EXEMPT 58.34<br/>(A)(4)</b></p>  | <p><b>Public Services General – Open Hands Community Charitable Services</b><br/> Funds will be used for the purchase of food and to provide food to needy families in the area.<br/> LOCATION: 301 S. 17<sup>th</sup> St., Donna, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 1000</b></p>  | <p><b>\$20,000.00</b></p> |
| <p><b>05M<br/>EXEMPT 58.34<br/>(A)(4)</b></p> | <p><b>Health Services – Nuestra Clinica Familiar</b><br/> Funds will be used to pay for dental and/or medical services to be provided for children of the Pct. 1 area and enrolled with the Edcouch-Elsa School District.<br/> LOCATION: 1200 E. Santa Rosa, Edcouch, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 35</b></p>   | <p><b>\$10,000.00</b></p> |
| <p><b>05M<br/>EXEMPT 58.34<br/>(A)(4)</b></p> | <p><b>Health Services – International Valley Health Institute</b><br/> The Colonia First Aid Project will provide first aid kits through Community Health Workers (Promotoras). Funds will also be utilized for the reimbursement of salaries for outreach workers and mileage expenses.<br/> LOCATION: 2101 S. McColl Rd., McAllen, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 320</b></p> | <p><b>\$10,000.00</b></p> |
| <p><b>05A<br/>EXEMPT 58.34<br/>(A)(4)</b></p> | <p><b>Senior Services – Area Agency on Aging – Foster Grandparent Program</b><br/> Funds will be used for the reimbursement of stipends for Foster Grand Parents throughout the Pct 1 area.<br/> LOCATION: 311 N. 15<sup>th</sup> St, McAllen, Texas<br/> CENSUS DATA: NA<br/> <b>BENEFICIARIES: 5</b></p>   | <p><b>\$8,000.00</b></p>  |

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| <p><b>05N<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Abused &amp; Neglected Children – Children’s Advocacy Center of Hidalgo County</b><br/>Funds will be utilized to pay for salaries of the Child Forensic Interview I &amp; II, Child Advocate, Child Advocate/Crime Victims Liaison, Family Counselor Nurse and Executive Director. To include, direct costs such as, faxing/receiving, stamps, video tape/or DVD, materials and resources.<br/>LOCATION: 525 W. Wisconsin Rd., Edinburg, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 100</b></p> | <p><b>\$10,000.00</b></p> |
| <p><b>05N<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Abused &amp; Neglected Children – CASA of Hidalgo County</b><br/>Funds will be utilized to pay for salaries of a Case Manager to provide direct services to children throughout the Pct 1 area.<br/>LOCATION: 1001 S. 10<sup>th</sup> Ave., Edinburg, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 99</b></p>   | <p><b>\$10,000.00</b></p> |
| <p><b>05G<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Abused &amp; Battered Spouses - Women Together Foundation, Inc.</b><br/>Funds will be used for salaries of a Case Manager and Shelter Advocates.<br/>LOCATION: 511 North Cynthia St., McAllen, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 250</b></p>   | <p><b>\$10,000.00</b></p> |
| <p><b>05E<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Transportation Services – Rio Metro Transportation</b><br/>Funds will be utilized for reimbursements of salaries to bus drivers.<br/>LOCATION: 311 North 15<sup>th</sup> St., McAllen, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 2400</b></p>  | <p><b>\$55,000.00</b></p> |
| <p><b>05D<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Youth Services – Alamo Youth Sports League</b><br/>Funds will be used for the purchase of recreational equipment, insurance for the youth, trophies, tournament registration fees and official’s services fees.<br/>LOCATION: 602 East Ridge Rd., Alamo, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 150</b></p>   | <p><b>\$20,000.00</b></p> |
| <p><b>05A<br/>EXEMPT 58.34<br/>(A)(4)</b></p>           | <p><b>Senior Services – Amigos Del Valle</b><br/>Provide and deliver meals to elderly persons throughout the Pct. 1 area. LOCATION: West 9<sup>th</sup> St &amp; N. Hidalgo St., Elsa, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 13</b></p>  | <p><b>\$10,000.00</b></p> |
| <p><b>03O<br/>(A)<br/>Exempt<br/>58.34 (a) (11)</b></p> | <p><b>PFI- FIRE STATION EQUIPMENT (Forfeited Funds ALAMO)</b> The proposed project calls for the pro-rated payment of City-issued certificates of obligation for multiple construction projects. This project will pay for that portion associated with the construction of a new fire sub-station. This is payment 5 of 10 under HUD approved pre-award cost. LOCATION:<br/>CENSUS DATA: NA <b>BENEFICIARIES: 15074</b></p>   | <p><b>\$32,908.00</b></p> |

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| <p><b>03J</b></p> <p><b>Exempt<br/>58.34 (a)(11)</b></p>                           | <p><b>PFI- WATER/SEWER IMPROVEMENTS (Forfeited Funds ALAMO)</b> Project calls for the pro-rated payment of City issued certificates of obligation for multiple construction projects. This project will pay for that portion associated with construction of a 500,000 gallon elevated water storage tank in the amount of \$68,884.67 per annum for a ten year period. (This being the 5th Year of HUD approved pre-award costs)</p> <p>LOCATION:<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 15074</b></p>                   | <p><b>\$68,885.00</b></p>  |
| <p><b>03 E</b></p> <p><b>Exempt<br/>58.34 (a)(11)</b></p>                          | <p><b>PFI- NEIGHBORHOOD FACILITY – (LIBRARY) (Forfeited Funds ALAMO)</b> The proposed project calls for the pro-rated payment of City issued certificates of obligation for the construction of a new 10,000-sq/ft public library. Library was completed on April of 2005. The prorated amount is \$105,951.67 per annum for a 10-year period. (This being the 5<sup>th</sup> Year of HUD approved pre-award costs.)</p> <p>LOCATION: 416 N. Tower Rd., Alamo, Texas<br/>CENSUS DATA: NA<br/><b>BENEFICIARIES: 15074</b></p> | <p><b>\$105,952.00</b></p> |
| <p><b>03K</b></p> <p><b>Category Excluded<br/>Not Subj. To<br/>58.35(b)(7)</b></p> | <p><b>PFI-STREET IMPROVEMENTS</b><br/>Provide excavation, re-construction, drainage, and embankment improvements within existing right of way that will include 6-inch caliche base &amp; 2-inch asphalt pavement.</p> <p>LOCATION: Garza Street, Ricardo-Andrea Street, Claudio Gomez Street and Servando Barrera Street (Off of Mile 15 North) Weslaco, Texas<br/>CENSUS DATA: TRACT 244.02 BLK GROUP 2<br/><b>BENEFICIARIES: 3602</b></p>   | <p><b>\$106,266.00</b></p> |

| <b>2008</b>   | <b>PRECINCT 2</b>  | <b>\$461,300.00</b> |
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| <b>03F</b><br><b>Cat. Excluded</b><br><b>Not subject to</b><br><b>58.35(b)(7)</b> | <b>PARKS, RECREATIONAL FACILITIES</b> -project will consist of purchasing playground equipment and construction of restroom facilities, parking lots, streets, sprinkler systems, lighting, walking trails, basketball court, landscaping, handball court, pavilions, and related appurtenances at South Tower Road Park, Lopezville Park, Anaya Park, El Jay Park, and North San Juan Park.   | <b>129,880.00</b>   |
| <b>03K</b><br><b>Environmental</b><br><b>Assessment</b>                           | <b>STREET IMPROVEMENTS</b> -project consists of construction and reconstruction of streets and related appurtenances such as curb & gutter, drainage, sidewalks, and lighting for the following subdivision streets: South McColl Road, North I Road, South I Road, Eldora Gardens, Rancho Escondido, Southside Village, Northside Village, Tiny Acres, El Charro #2, Las Brisas, Morning Sun, Val Bar, Red Barn, North Alamo Village, RSW Unit #1, South Tower Road Estates, Santana/Eldora (Nadia Street), South Tower Road (south of Ridge Road). | <b>181,571.00</b>   |
| <b>05</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                  | <b>PUBLIC SERVICES (General)</b> –Proyecto LUPE-funds will reimburse stipends and fringe benefits for instructors and outreach specialists to provide citizen preparation classes and outreach to colonia residents in the Precinct 2 area.  | <b>9,849.00</b>     |
| <b>05</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                  | <b>PUBLIC SERVICES (General)</b> – International Valley Health Institute-funds will provide first aid kits, supplies for the kits, bilingual health manuals that cover many health topics in addition to first aid, visits by certified community health worker. These services will be provided in several colonias within the Precinct 2 area.   | <b>7,500.00</b>     |
| <b>05A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>SENIOR SERVICES</b> -Amigos Del Valle-funds will provide home delivered meals to six unduplicated senior citizens at their respective homes in the Precinct 2 area.   | <b>4,500.00</b>     |
| <b>05A</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>SENIOR SERVICES</b> -LRGVDC-Foster Grandparent Program- provides volunteer opportunities to low-income individuals aged 62 and over who will provide one to one support to children with special exceptional needs. Funds will pay stipends and travel for volunteers.  | <b>3,500.00</b>     |
| <b>05D</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>YOUTH SERVICES</b> -San Juan Youth Program-funds will reimburse umpire salaries, recreational equipment and supplies purchased to provide outdoor recreational activities.  | <b>9,000.00</b>     |
| <b>05D</b><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>YOUTH SERVICES</b> -Boys & Girls Club of Alamo-San Juan-funds will reimburse the salaries of the Unit Director and Program Leaders to provide recreational activities for children after school, during holidays and in the summer.   | <b>13,500.00</b>    |

| <b>2008</b>                  | <b>PRECINCT NO. 2</b>  | <b>(CONT.)</b>   |
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| 05D<br>Exempt<br>58.34(a)(4) | <b>YOUTH SERVICES</b> -Hidalgo Youth Center-funds will provide members with adequate supplies, equipment and uniforms for educational and recreational activities.   | <b>9,000.00</b>  |
| 05D<br>Exempt<br>58.34(a)(4) | <b>YOUTH SERVICES</b> -Boys & Girls Club of Pharr-funds will reimburse the Unit Director salary to provide the Smart Moves Program, Street Smart Program, Crest Cavity Free Zone, Safety Awareness, and Computer Technology during school hours.   | <b>9,000.00</b>  |
| 05E<br>Exempt<br>58.34(a)(4) | <b>TRANSPORTATION SERVICES</b> -Rio Metro Transit Program- funds will provide transportation services for the economically disadvantaged residents of small and large urbanized communities of Hidalgo, Pharr, San Juan and Alamo and over 20 colonias within the Precinct 2 area. This project will be making vital connections with other public and private transportation providers, thus creating seamless public transportation in the region.             | <b>9,000.00</b>  |
| 05G<br>Exempt<br>58.34(a)(4) | <b>BATTERED &amp; ABUSED SPOUSES</b> -Mujeres Unidas-funds will be used to reimburse the salaries of Shelter Advocates and Community Education/Professional Trainer to provide shelter and services to families fleeing violence and sexual abuse.   | <b>13,500.00</b> |
| 05I<br>Exempt<br>58.34(a)(4) | <b>CRIME AWARENESS</b> -Hidalgo County Triad-funds will provide and distribute booklets on Senior Safety, Drug Prevention and Domestic Violence. Funds will also purchase equipment to better implement the programs for the residents of the Precinct 2 area.   | <b>6,750.00</b>  |
| 05N<br>Exempt<br>58.34(a)(4) | <b>ABUSED &amp; NEGLECTED CHILDREN-CASA</b> -funds will reimburse salaries of Executive Director, Case Manager and Child Therapist to provide treatment to abused children as well as the secondary victims (non-offending parents, grandparents, primary care takers and siblings). These services must be provided to the families so that they can stop the cycle of abuse and neglect.   | <b>15,750.00</b> |
| 05N<br>Exempt<br>58.34(a)(4) | <b>ABUSED &amp; NEGLECTED CHILDREN-CAC</b> - funds will be used for salary and fringe benefits of a Director, Forensic Interviewer, Child Victim's Liaison/Advocate, Nurse, and Counselor who will reduce the emotional trauma to child abuse victims by facilitating a multidisciplinary team, which supports the prevention of child abuse through community education and promotes the effective prosecution of those who perpetrate crimes against children. | <b>9,000.00</b>  |

| <b>2008</b>                                       | <b>PRECINCT NO. 2</b>  | <b>(CONT.)</b>   |
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| <b>18B</b><br><b>Exempt</b><br><b>58.34(a)(4)</b> | <b>ED-TECHNICAL ASSISTANCE</b> - Southwest Community Investment Corporation- funds will pay for operating expenses and provide technical assistance in the form of business development counseling and training in English and Spanish to individuals seeking to start or grow their own business in Hidalgo County. | <b>10,000.00</b> |
| <b>21A</b><br><b>Exempt</b><br><b>58.34(a)(3)</b> | <b>GENERAL ADMINISTRATION</b> - funds will be utilized to pay for two staff member salaries and fringe benefits, advertising, and program costs related to projects.   | <b>20,000.00</b> |



| <b>2008</b>   | <b>PRECINCT 3</b>   | <b>(CONT.)</b>      |
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| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                               | <b>GENERAL ADMINISTRATION:</b><br>Project consists of overall program management including coordination, monitoring and evaluation of city projects, advertising and any other appurtenances related to CDBG activities.  | <b>\$4,000.00</b>   |
| <b>05E</b><br><br><b>Exempt</b><br><b>58.34(a)(4)</b>                                 | <b>TRANSPORTATION SERVICES:</b><br>Reimbursement for drivers providing transportation services within the Precinct 3 area benefiting low to moderate-income residents.  | <b>\$25,000.00</b>  |
| <b>03O</b><br><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                               | <b>PFI FIRE STATION/EQUIPMENT (Sullivan City):</b><br>Purchase of equipment to include but not limited to bunker gear and any other appurtenances related to safety equipment as needed by firefighters.  | <b>\$5,000.00</b>   |
| <b>03K</b><br><br><b>Cat. Excluded</b><br><b>Not Subj. To:</b><br><b>58.35 (b)(7)</b> | <b>STREET IMPROVEMENTS (Sullivan City):</b><br>Construction infrastructure to various streets within City of Sullivan City to include but not limited to overlay and widening of streets to CR-77; CR-87, CR-88, CR-84, CR-64;; VALLE ST; BENAVIDEZ ST.; MARTINEZ ST. This will be a combined project with Pct. #3 providing labor and equipment. | <b>\$324,310.00</b> |
| <b>21A</b><br><br><b>Exempt</b><br><b>58.34 (a) (3)</b>                               | <b>GENERAL PROGRAM ADMINISTRATION (Sullivan City):</b> Project consists of overall program management including coordination, monitoring and evaluation of city projects. Salaries and wages for the CDBG coordinator.  | <b>\$4,701.00</b>   |

| <b>2008</b>   | <b>PRECINCT # 4</b>   | <b>\$ 461,300.00</b> |
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| <b>03K</b><br><br><b>Cat. Excluded</b><br><b>Not Subj. To:</b><br><b>58.35 (b)(7)</b> | <b>PFI- STREET IMPROVEMENTS</b> – Project consists of the construction of the streets within the Precinct #4 rural areas which will include construction, engineering fees, advertisements, testing and any and all expenditures associated with project completion. (These are a continuation of Year 18 streets)<br>The streets as listed but not limited to the surrounding areas are: <b>A: Sunflower Rd.</b> (Mile 17 to Mile 17.5) <b>B: Barmar Rd.</b> (S of Aurora ) <b>C: Dillon Rd.</b> (Anderson Road To Roosevelt Rd) <b>D: Brushline Rd.</b> (David Rd. to Benito Ramirez RD) <b>E: Valverde Rd.</b> (FM 1925 to Mile 19) ) <b>F: Uresti Road</b> (83 <sup>rd</sup> ) (s. of FM 2812 to Mile 20) <b>G: Ingle Road</b> (End of pavement to FM 2812) | <b>\$ 309,300.00</b> |
| <b>05N</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                                | <b>ABUSED AND NEGLECTED CHILDREN –</b><br><b>CAC</b> - Project consists of the reimbursement of salaries for a Child Advocate Coordinator who provide direct assistance to the abused & neglected children throughout Pct. #4. (17,500.00)<br><b>C.A.S.A</b> - Project consists of the reimbursement of the salaries for child therapist and case manager associated with the direct care of the abused and neglected children. (17,500.00)   | <b>\$35,000.00</b>   |
| <b>21A</b><br><b>Exempt</b><br><b>58.34 (a) (3)</b>                                   | <b>GENERAL PROGRAM ADMINISTRATION</b> – Project consists of the payment for advertisements and other associated expenses related to the administration of CDBG projects.  | <b>\$2,000.00</b>    |
| <b>5D</b><br><br><b>Exempt</b><br><b>58.34 (a)(4)</b>                                 | <b>YOUTH SERVICES- BOYS &amp; GIRLS CLUB OF EDINBURG –</b><br>Brewster Club ( San Manuel/Lynn Area) (15,000.00) San Carlos Club (6 <sup>th</sup> Street in San Carlos) (15,000.00) and Hargil Unit (15,000.00). Project consists of the reimbursement of salaries for program leaders at each of the Units who provide recreational, educational and social activities for the youth, and for the purchase of minor recreational equipment & supplies each unit.  | <b>\$45,000.00</b>   |
| <b>05E</b><br><b>Exempt</b><br><b>58.34 (a) (4)</b>                                   | <b>TRANSPORTATION SERVICES- LRGVDC- RIO METRO-</b><br>Funds will be utilized for the reimbursement of salaries for bus drivers to enable the provision of mass transit services to persons within Precinct #4 with connection routes through precinct #1, #2 and #3.  | <b>\$ 10,000.00</b>  |
| <b>03K</b><br><b>Environmental</b><br><b>Assessment</b><br><b>58.36</b>               | <b>STREET IMPROVEMENTS- STREET SOLAR LIGHTS AT COLONIA BIG 5-</b> project consists of the purchase and installation of solar lighting for Colonia Big 5.  | <b>\$20,000.00</b>   |
| <b>030</b><br><b>Cat. Excluded</b><br><b>Not Subject To:</b><br><b>58.34 (b) (3)</b>  | <b>FIRE STATION/EQUIPMENT-</b> Project consists of the purchase of minor equipment, furnishings, appliances and supplies for the Linn/San Manuel Fire Station being constructed.  | <b>\$40,000.00</b>   |

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| <b>2008</b>  | <b>HOME PROGRAM</b>   | <b>2,692,416.00</b> |
| <b>21A<br/>Exempt</b>                              | <b>HOME GENERAL ADMINISTRATION</b><br>Funding for staff salaries/fringe benefits, and other associated administrative costs for the administration of the HOME Program.   | <b>268,583.00</b>   |
| <b>13<br/>E/A</b>                                  | <b>DIRECT HOMEOWNERSHIP ASSISTANCE</b><br>Project will provide principal reduction, down payment and closing cost assistance to twenty-five (25) eligible first time homebuyers. This years ADDI allocation of \$6,579 will be utilized along with pervious years Homebuyer Program balances. | <b>6,579.00</b>     |
| <b>14A<br/>E/A</b>                                 | <b>OWNER- OCCUPIED REHABILITATION PROGRAM</b><br>Project will provide rehabilitation and reconstruction services to forty (40) substandard homes for eligible homeowners.   | <b>1,417,254.00</b> |
| <b>12<br/>E/A</b>                                  | <b>CHDO PROGRAM</b><br>Funding for three area community housing development organizations for the construction of up to thirty (30) new single-family homes.  | <b>1,000,000.00</b> |
| <b>2008</b>  | <b>EMERGENCY SHELTER GRANT</b>  | <b>\$371,952.00</b> |
| <b>03T<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b> | <b>OPERATING COSTS OF HOMELESS/AIDS PATIENTS PROGRAM <u>MUJERES UNIDAS/WOMEN TOGETHER-</u></b><br>Maintenance & Operations – To pay for shelter maintenance, operations, rent, repairs, security, fuel, equipment, insurance, utilities, food, furnishings and salaries (10% of grant).       | <b>\$129,464.00</b> |
| <b>05<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b>  | <b><u>PUBLIC SERVICES – MUJERES UNIDAS</u> – Essential Services</b> – To provide transportation and other services concerned with employment, health, drug abuse counseling or education for eligible clients (victims of domestic abuse).  | <b>\$ 57,100.00</b> |
| <b>03T<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b> | <b><u>OPERATING COSTS OF HOMELESS/AIDS PATIENTS PROGRAM- THE SALVATION ARMY</u> – Maintenance &amp; Operations</b> – To pay for shelter maintenance, operations, rent, repairs, security, fuel, equipment, insurance, utilities, food, furnishings and salaries (10% of grant).               | <b>\$ 59,550.00</b> |
| <b>05<br/>Exempt<br/>Section<br/>58.34 (a)(4)</b>  | <b><u>PUBLIC SERVICES – THE SALVATION ARMY-</u></b><br><b>Essential Services</b> – to provide transportation and other services concerned with employment, health, drug abuse counseling or education for eligible clients.   | <b>\$32,240.00</b>  |

|   |  |                              |
|---|--|------------------------------|
| <p><b>05Q</b><br/>Exempt<br/>Section<br/><b>58.34 (a)(4)</b></p>            | <p><b><u>SUBSISTENCE PAYMENTS – THE SALVATION ARMY</u></b><br/><b>– Homeless Prevention</b> – To provide rental and utility assistance to families that have received eviction or utility cut off notices.</p>   | <p><b>\$25,000.00</b></p>    |
| <p><b>03T</b><br/>Exempt<br/>Section<br/><b>58.34 (a)(4)</b></p>            | <p><b><u>OPERATING COSTS OF HOMELESS/AIDS PATIENTS PROGRAMS- THE AMERICAN RED CROSS</u></b> – Homeless assistance under operations – Will assist families who lost their homes due to a natural disaster or fire by sending them to local motels/hotels for a number of nights stay and issuance of vouchers for clothing.</p> | <p><b>\$50,000.00</b></p>    |
| <p><b>21A</b><br/>Exempt<br/>Section<br/><b>58.34 (a)(3)</b></p>            | <p><b><u>ESG – GENERAL ADMINISTRATION</u></b> - Project pays for staff salaries and administrative costs incurred for the administration of the Emergency Shelter Grant Program.</p>   | <p><b>\$18,598.00</b></p>    |
| <p><b>2008</b></p>  | <p><b>UCP ADMINISTRATION</b></p>   | <p><b>\$1,023,965.00</b></p> |
| <p><b>21A</b><br/>Exempt<br/>Exempt<br/>Section<br/><b>58.34 (a)(3)</b></p> | <p><b>GENERAL ADMINISTRATION</b>-General Program Administration, to include salaries and operating expenses incurred for the administration and overall management of the CDBG program activities.</p>   | <p><b>1,023,965.00</b></p>   |

AI-9154

12.A.

**Award of Hidalgo County Employee and Dependent Scholarship to Marcos Badillo**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Monica Badillo, BUDGET & MANAGEMENT

**Submitted For:** County Judges Office

**Department:** BUDGET & MANAGEMENT

**Agenda Area:** County Judge's Office

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**Information**

**CAPTION**

Award of Hidalgo County Employee and Dependent Scholarship to Marcos Badillo.

**BACKGROUND**

Copy of award letter will be presented at CC on 05/06/08.

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**Fiscal Impact**

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Approval of this item requires no funding. Scholarship will be paid from private donations which have been forwarded to STC.

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**Attachments**

*No file(s) attached.*

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/02/2008 01:46 PM | APRV          |
| 2                | Erika Reyna           | Erika Reyna        | 05/02/2008 02:26 PM | APRV          |
| 3                | Auditor's Office      | Linda Fong         | 05/02/2008 04:28 PM | APRV          |
| 4                | Purchasing Department |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Monica Badillo

Started On: 05/02/2008 09:59 AM

Final Approval Date: 05/02/2008

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AI-9145

13.A.

**Colonia Access Program- Deletion/ Creation of Position  
CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Veronica Lopez, BUDGET & MANAGEMENT  
**Submitted For:** Valde Guerra  
**Department:** BUDGET & MANAGEMENT  
**Agenda Area:** Colonia Access Program

**Information**

**CAPTION**

**Border Colonia Access Program- Purchasing:**

1. Approval to delete (1) one permanent full-time Buyer position, slot no. 160-003-002 at \$36,941.00 per year.
2. Approval of revised salary schedule.

**Border Colonia Access Program- County Wide:**

1. Approval to create (1) one permanent full-time Administrative Assistant position, slot no. 115-042-002 at \$36,941.00 per year.
2. Approval of revised salary schedule.

**BACKGROUND**

Funding to be transferred from position/slot deleted at Purchasing BCAP (160-003-0002).

**Fiscal Impact**

|                                       |  |
|---------------------------------------|--|
| <b><u>FISCAL YEAR:</u></b> 2008       | <b><u>ACCT. #:</u></b> 8-1100-415-18-160-003-0-XXX |
| <b><u>FUNDS AVAILABLE Y/N?:</u></b> Y | <b><u>MATCHING FUNDS Y/N?:</u></b>                 |

**BUDGETARY IMPACT:**

New proposed position pending cc approval. Funding to be transferred from Purchasing BCAP (deletion of buyer position).

**Attachments**

- Link: [Personnel Adjustment Request Forms](#)
- Link: [Job Description](#)
- Link: [Fiscal Note](#)
- Link: [Purchasing Salary Schedule](#)
- Link: [Co Wide Salary Schedule](#)

**Form Routing/Status**

| Route Seq | Inbox | Approved By | Date | Status |
|-----------|-------|-------------|------|--------|
|-----------|-------|-------------|------|--------|

|   |                 |                |                     |      |
|---|-----------------|----------------|---------------------|------|
| 1 | Veronica Lopez  | Veronica Lopez | 05/02/2008 02:57 PM | APRV |
| 2 | Rosalinda Cantu | Rosie Cantu    | 05/02/2008 04:49 PM | APRV |
| 3 | Human Resources |                | 05/02/2008 06:01 PM | NEW  |

Form Started By: Veronica  
Lopez

Started On: 05/01/2008 02:10  
PM

Final Approval Date: 05/02/2008

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**NEW POSITION:** Brief job description and attach a copy of the new job description.

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**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

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**COMMENTS:** (Any comments you wish to make regarding this request)

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**HUMAN RESOURCES:** Classification and Salary Recommendation

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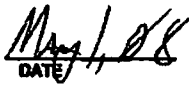
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**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

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|    |   |   |                                   |   |                             |
|----|---|---|-----------------------------------|---|-----------------------------|
| 1. |  |  | FUNDING AVAILABLE IN DEPT. BUDGET | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | HUMAN RESOURCES DIRECTOR  | DATE  | PERSONNEL PROCEDURES COMPLETED    | <input type="checkbox"/> YES            | <input type="checkbox"/> NO |
| 3. | DEPARTMENT OF BUDGET & MANAGEMENT   | DATE  | BUDGET PROCEDURES COMPLETED       | <input type="checkbox"/> YES            | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL  | DATE  |                                   |   |                             |



**NEW POSITION:** Brief job description and attach a copy of the new job description.

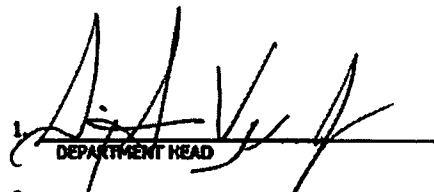
Position will provide a varied range of administrative support to the  
Colonias Access Program director. See attached job description

**POSITION RECLASSIFICATION:** Explain change and /or increase in duties and responsibility. (Attach new job description)

**COMMENTS:** (Any comments you wish to make regarding this request)

**HUMAN RESOURCES:** Classification and Salary Recommendation

**BUDGET & MANAGEMENT:** Classification and Salary Recommendation

|    |   |                  |                                   |   |                             |
|----|---|------------------|-----------------------------------|---|-----------------------------|
| 1. |  | <u>May 2, 08</u> | FUNDING AVAILABLE IN DEPT. BUDGET | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| 2. | HUMAN RESOURCES DIRECTOR  | DATE             | PERSONNEL PROCEDURES COMPLETED    | <input type="checkbox"/> YES            | <input type="checkbox"/> NO |
| 3. | DEPARTMENT OF BUDGET & MANAGEMENT   | DATE             | BUDGET PROCEDURES COMPLETED       | <input type="checkbox"/> YES            | <input type="checkbox"/> NO |
| 4. | COMMISSIONERS COURT APPROVAL  | DATE             |                                   |   |                             |

# **Hidalgo County**

## **Pct. 2 - Colonia Access Program**

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JOB TITLE: **ADMINISTRATIVE ASSISTANT**

FLSA STATUS: EXEMPT

DEPARTMENT: COLONIA ACCESS PROGRAM

CIVIL SERVICE STATUS: NON-EXEMPT

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### **SUMMARY**

Provides a wide range of administrative support to the Colonia Access Program Director/ Department Head including maintaining files and records of department, budget control, payroll, purchasing, personnel matters and clerical duties. Researches and compiles data to produce reports on various precinct concerns/activities. Works with minimal instruction or supervision.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Monitors progress of projects within the County as directed by the Colonia Access Program (BCAP) Director.
- Ensures the timely compliance with all County, State and federal provisions (statutory requirements)
- Assists BCAP Director in processing new requests.
- Creates and issues reports following established procedures. The analysis/judgment required for making decisions/recommendations is that of an experienced professional with a broad knowledge of county government.
- Coordinates speaking engagements, including preparation of materials and audio-visual equipment necessary for presentations to the public, county departments, and Commissioners' Court.
- Prepares agenda items request, materials, related thereto, and verifies that all legal/policy requirements have been met.
- Prepares and monitors department's budget.
- Assists with the formulation, monitoring and reporting of the annual budget.
- Purchases, receives and monitors supply inventory.
- Assists the (BCAP) Director to determine budget allocation for supplies, revenues, outside services and equipment maintenance.
- Prepares purchasing requisitions, including submitting, tracking, receiving, and arranging delivery of goods and services.
- Facilitates supporting material/documentation for purchase orders.
- Assists in taking and preparing minutes for meetings.
- Performs intermediate level clerical duties such as classifying, consolidating, summarizing, sorting, filing (BCAP) project files and distributing documents and information.
- May travel to other departments/offices to deliver and/or receive documents.
- May act as initial point of contact for contracting engineers, vendors and other County departments.
- Answers incoming calls, registers, sorts and distributes incoming mail and directs same within the office.
- Greets visitors, County staff and the general public in a professional manner.
- Must be able to comply with regular attendance policies and procedures

- Performs other related duties as assigned.

## **QUALIFICATION REQUIREMENTS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **OTHER REQUIREMENTS**

- Must have one (1) year experience in bill processing, accounts payable or any combination with 1 year of purchasing experience and two (2) years of relevant experience in the use of computerized programs (mainframe or PC).

## **EDUCATION and/OR EXPERIENCE**

- Minimum of two (2) years of administrative and supervisory experience or two (2) years of college.
- Good communication skills, ability to handle multiple tasks and operate standard and automated office equipment.
- Proficient typing and computer knowledge including spreadsheet and other Microsoft applications.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

- Must possess a valid Texas Motor Vehicle Operator's License;
- Must have liability insurance.

## **OTHER SKILLS AND ABILITIES**

- Experience with Microsoft Office applications and the County SAGE Millennium accounting system (preferred).
- Excellent interpersonal/communication skills, organizational and office equipment skills required.
- Ability to multi-task and prioritize work assignments in relation to all tasks and duties.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. While performing the duties of this position, the incumbent is regularly required to walk, sit, stand, bend, and stoop.

## **SAFETY REQUIREMENTS**

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following;

- Sitting for extended periods of time
- Operating assigned equipment

Maintain mental capacity which permits:

- Making sound decisions and using good judgment
- Demonstrating intellectual capabilities

Effectively handle work environments and conditions which involve:

- Working closely with others
- Working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- Making observations
- Reading and writing
- Operating assigned equipment
- Communicating with others

### **ACCIDENT PREVENTION PROGRAM**

Required to follow all department's safety regulations/ policies and procedures

**Hidalgo County**  
**Department of Budget & Management**  
**FISCAL NOTE**

•Fiscal notes are prepared by the Department of Budget & Management to present the budgetary impact of requests by departments/offices or of new proposals that were not approved during the budget process.

To: Commissioner' Court  
From: Valde Guerra, Budget Officer  
CC Date: Tuesday, May 06, 2008

Agenda Item: AI- 9145

**Summary of request/proposal:**

**The County Wide Colonia Access Program Department is requesting the approval to delete one Buyer position (slot # 160-003-0002) at \$36,941.00 in the Purchasing BCAP and create one (1) Administrative Assistant position (slot # 115-042-0002) at \$36,941.00 in the County Wide BCAP.**

| Fund        | Position                 | Slot# | Obj | Current Budgeted Salary | Adjustment Requested | Total Requested |
|-------------|--------------------------|-------|-----|-------------------------|----------------------|-----------------|
| <b>FROM</b> |                          |       |     |                         |                      |                 |
| 1200        | Buyer                    | 0002  | 113 | 36,941.00               | -36,941.00           | 0.00            |
| <b>TO:</b>  |                          |       |     |                         |                      |                 |
| 1200        | Administrative Assistant | 0002  | 113 | 0.00                    | 36,941.00            | 36,941.00       |
|             |                          |       |     |                         |                      |                 |
|             |                          |       |     | 36,941.00               | 0.00                 | 36,941.00       |

**FROM:**

| INCREASE/DECREASE<br>ACCOUNT NUMBER |     | ACCOUNT (OBJECT)<br>NAME      | AMOUNT        |
|-------------------------------------|-----|-------------------------------|---------------|
| 8-1200-415-18-160-003-0-            | 113 | PURCHASING- PERM F/T EMPLOYEE | (\$36,941.00) |
| 8-1200-415-18-160-003-0-            | 211 | PURCHASING- HEALTH INSURANCE  | (\$4,164.00)  |
| 8-1200-415-18-160-003-0-            | 212 | PURCHASING- LIFE INSURANCE    | (\$33.00)     |
| 8-1200-415-18-160-003-0-            | 220 | PURCHASING- FICA              | (\$2,825.99)  |
| 8-1200-415-18-160-003-0-            | 230 | PURCHASING- RETIREMENT        | (\$3,243.42)  |
| 8-1200-415-18-160-003-0-            | 250 | PURCHASING- UNEMPLOYMENT COMP | (\$184.71)    |
| 8-1200-415-18-160-003-0-            | 260 | PURCHASING- WORKER'S COMP     | (\$155.15)    |
| 2008 Budgetary Impact               |     |                               | (\$47,547.27) |

**TO:**

| INCREASE/DECREASE<br>ACCOUNT NUMBER |     | ACCOUNT (OBJECT)<br>NAME               | AMOUNT      |
|-------------------------------------|-----|--|-------------|
| 8-1200-431-00-115-042-0-            | 113 | COLONIA ACCESS PROG- PERM F/T EMPLOYEE | \$36,941.00 |
| 8-1200-431-00-115-042-0-            | 211 | COLONIA ACCESS PROG- HEALTH INSURANCE  | \$4,164.00  |
| 8-1200-431-00-115-042-0-            | 212 | COLONIA ACCESS PROG- LIFE INSURANCE    | \$33.00     |
| 8-1200-431-00-115-042-0-            | 220 | COLONIA ACCESS PROG- FICA              | \$2,825.99  |
| 8-1200-431-00-115-042-0-            | 230 | COLONIA ACCESS PROG- RETIREMENT        | \$3,243.42  |
| 8-1200-431-00-115-042-0-            | 250 | COLONIA ACCESS PROG- UNEMPLOYMENT COMP | \$184.71    |
| 8-1200-431-00-115-042-0-            | 260 | COLONIA ACCESS PROG- WORKER'S COMP     | \$155.15    |
| 2008 Budgetary Impact               |     |  | \$47,547.27 |

**2009 Budgetary Impact: 47,547.27**

**Possible Funding Sources: NOADDITIONAL FUNDING REQUIRED.  
Funding to be transferred from position/slot deleted at  
Purchasing BCAP (160-003-0002).**

**Budget Office Recommendation:**

|  |
|--|
|  |
|--|

Hidalgo Co. Budget Office

2/3/2005

**HIDALGO COUNTY  
COMMISSIONER COURT  
2008 SALARY SCHEDULE**

**AI-9145**

**1200-415-18-160-003-0  
PURCHASING-BCAP**

| Slot #       | Obj Code | POSITION TITLE | 2007 BUDGETED SALARY | 2008 ADJUSTED SALARY | 2008 BASE SALARY | % Inc | AMOUNT INCREASE | OTHER INCREASE | 2008 BUDGETED SALARY APPROVED | 2008 ACTUAL SALARY | Other Allowances |               |              |             |              | 2008 ACTUAL TOTAL COMPENSATION |
|--------------|----------|----------------|----------------------|----------------------|------------------|-------|-----------------|----------------|-------------------------------|--------------------|------------------|---------------|--------------|-------------|--------------|--------------------------------|
|              |          |                |                      |                      |                  |       |                 |                |                               |                    | Longevity 115    | Interpet. 116 | Supplem. 117 | Auto A. 118 | Clothing 119 |                                |
| 1            | 113      | BUYER II       | \$38,415.00          | \$0.00               | \$38,415.00      | 0.04  | \$1,536.60      | \$0.00         | \$39,952.00                   | \$39,952.00        | \$480.00         | \$0.00        | \$0.00       | \$0.00      | \$0.00       | \$40,432.00                    |
|              |          | DELETE         |                      |                      |                  |       |                 |                |                               |                    |                  |               |              |             |              |                                |
| 2            | 113      | BUYER          | \$35,520.00          | \$0.00               | \$35,520.00      | 0.04  | \$1,421.00      | \$0.00         | \$36,941.00                   | \$0.00             | \$0.00           | \$0.00        | \$0.00       | \$0.00      | \$0.00       | \$0.00                         |
| <b>TOTAL</b> |          |                | \$38,415.00          | \$0.00               | \$38,415.00      |       | \$1,536.60      | \$0.00         | \$39,952.00                   | \$39,952.00        | \$480.00         | \$0.00        | \$0.00       | \$0.00      | \$0.00       | \$40,432.00                    |

POSITION TO BE DELETED PENDING CC APPROVAL. FUNDING TO BE TRANSFERRED TO BCAP CO WIDE.

**HIDALGO COUNTY  
COMMISSIONER COURT  
2008 SALARY SCHEDULE**

**AI-9145**

**1200-431-00-115-042-0  
COLONIA ACCESS PRG**

| Slot # | Obj Code | POSITION TITLE            | 2007 BUDGETED SALARY | 2008 ADJUSTED SALARY | 2008 BASE SALARY | % Inc . | AMOUNT INCREASE | OTHER INCREASE | 2008 BUDGETED SALARY APPROVED | 2008 ACTUAL SALARY | Other Allowances |               |              |             |              | 2008 ACTUAL TOTAL COMPENSATION |
|--------|----------|---------------------------|----------------------|----------------------|------------------|---------|-----------------|----------------|-------------------------------|--------------------|------------------|---------------|--------------|-------------|--------------|--------------------------------|
|        |          |                           |                      |                      |                  |         |                 |                |                               |                    | Longevity 115    | Interpet. 116 | Supplem. 117 | Auto A. 118 | Clothing 119 |                                |
| 0001   | 113      | COLONIA ACS PRGM DIRECTOR | \$61,300.00          | \$0.00               | \$61,300.00      | 0.04    | \$2,452.00      | \$0.00         | \$63,752.00                   | \$63,752.00        | \$0.00           | \$0.00        | \$0.00       | \$0.00      | \$0.00       | \$63,752.00                    |
| 0002   | 113      | ADMINISTRATIVE ASSISTANT  | \$0.00               | \$36,941.00          | \$36,941.00      |         | \$0.00          | \$0.00         | \$36,941.00                   | \$0.00             | \$0.00           | \$0.00        | \$0.00       | \$0.00      | \$0.00       | \$0.00                         |
| TOTAL  |          |                           | \$61,300.00          | \$36,941.00          | \$98,241.00      |         | \$2,452.00      | \$0.00         | \$100,693.00                  | \$63,752.00        | \$0.00           | \$0.00        | \$0.00       | \$0.00      | \$0.00       | \$63,752.00                    |

NEW PROPOSED POSITION PENDING CC APPROVAL. FUNDING TO BE TRANSFERRED FROM PURCHASING BCAP (DELETION OF BUYER POSITION).

AI-9107

13.B.

**Pct. #4 CAP-II Inter-Dept.Transfer  
CC REGULAR**

**Date:** 05/13/2008  
**Submitted By:** Jr. Munoz, COMM. PCT. #4  
**Department:** COMM. PCT. #4  
**Agenda Area:** Colonia Access Program

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**Information**

**CAPTION**

Approval of interdepartmental transfer for Precinct # 4 Colonia Access Program from Calma Estates to Rena Rae Subdivision in the amount of \$ 17,652.78

**BACKGROUND**

Transfer to Cover Purchase Order for Rean Rea Sub. contract #CAP-07-033-01-09

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**Fiscal Impact**

**FISCAL YEAR:** 2008                      **ACCT. #:** 8-1311-431-00-124-12X-0-XXX  
**FUNDS AVAILABLE Y/N?:** Y              **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Funding available as of 5/2/08, please see attached expense report.

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**Attachments**

Link: [C.A.P. Inter-dept transfer](#)

Link: [expense report](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>        | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|---------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management | Dina Trevino       | 04/30/2008 03:11 PM | APRV          |
| 2                | Ana Galvan          | Anna Galvan        | 05/02/2008 04:24 PM | APRV          |
| 3                | Manuel Chapa        | Manuel Chapa       | 05/02/2008 04:40 PM | APRV          |
| 4                | Auditor's Office    |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Jr. Munoz                      Started On: 04/30/2008 02:41 PM

Final Approval Date: 05/02/2008

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## INTER-DEPARTMENTAL TRANSFER

**DATE:** April 30, 2008

**DEPARTMENT HEAD:** Commissioner Oscar L. Garza Jr.

**DEPARTMENT NAME:** Hidalgo County Precinct # 4

**ACCOUNT NUMBER:** 8-1311-431-00-124-XXX-0-XXX -Colonia Access Program

**SUBJECT:** **Inter-departmental Transfer/s (increase/decrease)**

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Inter-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

| INCREASE/DECREASE<br>ACCOUNT NUMBER   | ACCOUNT (OBJECT)<br>NAME                                | AMOUNT      |
|---------------------------------------|---|-------------|
| <b>FROM:</b>                          |   |             |
| 8-1311-431-00-124-128-0-312           | Calma Estates - Indirect Cost                           | (1,121.86)  |
| 8-1311-431-00-124-128-0-334           | Calma Estates - Engineering & Architectural Services    | (1,044.70)  |
| 8-1311-431-00-124-128-0-339           | Calma Estates II - Other Professional Services          | (380.00)    |
| 8-1311-431-00-124-129-0-312           | Calma Estates II - Indirect Cost                        | (1,595.49)  |
| 8-1311-431-00-124-129-0-334           | Calma Estates II - Engineering & Architectural Services | (1,477.05)  |
| 8-1311-431-00-124-129-0-339           | Calma Estates II - Other Professional Services          | (415.61)    |
| 8-1311-431-00-124-129-0-733           | Calma Estates II - Drainage Ditches                     | (6,847.02)  |
| 8-1311-431-00-124-129-0-734           | Calma Estates II - Subdivision Streets                  | (4,771.05)  |
| <b>TO:</b>                            |   |             |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 1,121.86    |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 1,044.70    |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 380.00      |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 1,595.49    |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 1,477.05    |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 415.61      |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 6,847.02    |
| 8-1311-431-00-124-612-0-733           | Rena Rae Subdivision Drainage Ditches                   | 4,771.05    |
| <b>Total Budget Increase/Decrease</b> |   | <b>0.00</b> |

**REASON:** To cover contract # CAP-07-033-01-09 for Rena Rae Subdivision.

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved Commissioners' Court

\_\_\_\_\_  
Attest County Clerk

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01B

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account Number / Description</u>                | <u>Original Budget</u>                   | <u>Adjusted Budget</u> | <u>Y-T-D Encumbrance</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|--|--|------------------------|--------------------------|-----------------------|--------------------------|---------------------|
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b> |  |                        |                          |                       |                          |                     |
| 8-1311-431-00-124-070-0-312                        | BAR VI-INDIRECT COST                     | .00                    | 4,545.31                 | .00                   | 282.71                   | 4,262.60 6.22       |
| 8-1311-431-00-124-070-0-334                        | BAR VI-ENG & ARCH SRV                    | .00                    | 2,894.20                 | 750.00                | .00                      | 2,144.20 25.91      |
| 8-1311-431-00-124-070-0-339                        | BAR VI-OTHER PROF SRV                    | .00                    | 1,884.37                 | 376.87                | 1,500.20                 | 7.30 99.61          |
| 8-1311-431-00-124-128-0-312                        | CALMA ESTATES-INDIRECT COST              | .00                    | 1,121.86                 | .00                   | .00                      | 1,121.86 .00        |
| 8-1311-431-00-124-128-0-334                        | CALMA ESTATES-ENG & ARCH SRV             | .00                    | 1,379.70                 | 335.00                | .00                      | 1,044.70 24.28      |
| 8-1311-431-00-124-128-0-339                        | CALMA ESTATES-OTHER PROF SRV             | .00                    | 818.64                   | 438.64                | .00                      | 380.00 53.58        |
| 8-1311-431-00-124-129-0-312                        | CALMA ESTATES #2-INDIRECT COST           | .00                    | 1,595.49                 | .00                   | .00                      | 1,595.49 .00        |
| 8-1311-431-00-124-129-0-334                        | CALMA ESTATES #2-ENG & ARCH SRV          | .00                    | 1,954.55                 | 477.50                | .00                      | 1,477.05 24.43      |
| 8-1311-431-00-124-129-0-339                        | CALMA ESTATES #2-OTHER PROF SRV          | .00                    | 1,164.46                 | 748.85                | .00                      | 415.61 64.31        |
| 8-1311-431-00-124-129-0-733                        | CALMA ESTATES #2-DRAINAGE DITCHES        | .00                    | 6,847.02                 | .00                   | .00                      | 6,847.02 .00        |
| 8-1311-431-00-124-129-0-734                        | CALMA ESTATES #2-SUBDIVISION STREETS     | .00                    | 35,155.77                | .00                   | .00                      | 35,155.77 .00       |
| 8-1311-431-00-124-130-0-312                        | CALMA ESTATES #3-INDIRECT COST           | .00                    | 1,021.26                 | .00                   | .00                      | 1,021.26 .00        |
| 8-1311-431-00-124-130-0-334                        | CALMA ESTATES #3-ENG & ARCH SRV          | .00                    | 1,252.90                 | 305.00                | .00                      | 947.90 24.34        |
| 8-1311-431-00-124-130-0-339                        | CALMA ESTATES #3-OTHER PROF SRV          | .00                    | 744.68                   | 286.67                | .00                      | 458.01 38.50        |
| 8-1311-431-00-124-130-0-733                        | CALMA ESTATES #3-DRAINAGE DITCHES        | .00                    | 4,065.95                 | .00                   | .00                      | 4,065.95 .00        |
| 8-1311-431-00-124-130-0-734                        | CALMA ESTATES #3-SUBDIVISION STREETS     | .00                    | 27,210.61                | .00                   | .00                      | 27,210.61 .00       |
| 8-1311-431-00-124-155-0-334                        | CITRUS CITY LAKE-ENG & ARCH SRV          | .00                    | 1,591.50                 | .00                   | .00                      | 1,591.50 .00        |
| 8-1311-431-00-124-155-0-339                        | CITRUS CITY LAKE-OTHER PROF SRV          | .00                    | 138.90                   | .00                   | .00                      | 138.90 .00          |
| 8-1311-431-00-124-167-0-312                        | COLONIA BIG 5 -INDIRECT COST             | .00                    | 18,940.43                | .00                   | .00                      | 18,940.43 .00       |
| 8-1311-431-00-124-167-0-334                        | COLONIA BIG 5 -ENG & ARCH SRV            | .00                    | 3,545.04                 | .00                   | .00                      | 3,545.04 .00        |
| 8-1311-431-00-124-167-0-339                        | COLONIA BIG 5 -OTHER PROF SRV            | .00                    | 6,133.62                 | 6,097.32              | .00                      | 36.30 99.41         |
| 8-1311-431-00-124-167-0-733                        | COLONIA BIG 5-DRAINAGE DITCHES           | .00                    | 9,116.00                 | .00                   | .00                      | 9,116.00 .00        |
| 8-1311-431-00-124-363-1-312                        | L & R GARZA-INDIRECT COST                | .00                    | 1,329.38                 | .00                   | 113.98                   | 1,215.40 8.57       |
| 8-1311-431-00-124-363-1-334                        | L & R GARZA-ENG & ARCH SRV               | .00                    | 1,805.25                 | 831.25                | .00                      | 974.00 46.05        |
| 8-1311-431-00-124-363-1-339                        | L & R GARZA-OTHER PROF SRV               | .00                    | 622.29                   | 602.29                | .00                      | 20.00 96.79         |
| 8-1311-431-00-124-363-1-733                        | L & R GARZA-DRAINAGE DITCHES             | .00                    | 10,763.58                | .00                   | .00                      | 10,763.58 .00       |
| 8-1311-431-00-124-363-1-734                        | L & R GARZA-SUBDIVISION STREETS          | .00                    | 34,148.02                | .00                   | .00                      | 34,148.02 .00       |
| 8-1311-431-00-124-482-0-312                        | MORNING SIDE ESTATES-INDIRECT COST       | .00                    | 1,068.21                 | .00                   | .00                      | 1,068.21 .00        |
| 8-1311-431-00-124-482-0-334                        | MORNING SIDE ESTATES-ENG & ARCH SRV      | .00                    | 263.10                   | .00                   | .00                      | 263.10 .00          |
| 8-1311-431-00-124-482-0-339                        | MORNING SIDE ESTATES-OTHER PROF SRV      | .00                    | 288.61                   | 11.60                 | .00                      | 277.01 4.02         |
| 8-1311-431-00-124-482-0-734                        | MORNING SIDE ESTATES-SUBDIVISION STREETS | .00                    | 1,774.14                 | .00                   | .00                      | 1,774.14 .00        |
| 8-1311-431-00-124-541-0-312                        | PALMA S/D #1-INDIRECT COST               | .00                    | 2,962.69                 | .00                   | 253.70                   | 2,708.99 8.56       |
| 8-1311-431-00-124-541-0-334                        | PALMA S/D #1-ENG & ARCH SRV              | .00                    | 4,011.25                 | 1,857.25              | .00                      | 2,154.00 46.30      |

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01B

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account Number / Description</u>                           | <u>Original Budget</u> | <u>Adjusted Budget</u> | <u>Y-T-D Encumbrance</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|---|------------------------|------------------------|--------------------------|-----------------------|--------------------------|---------------------|
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>            |                        |                        |                          |                       |                          |                     |
| 8-1311-431-00-124-541-0-339 PALMA S/D #1-OTHER PROF SRV       | .00                    | 1,516.73               | 1,516.73                 | .00                   | .00                      | 100.00              |
| 8-1311-431-00-124-541-0-733 PALMA S/D #1-DRAINAGE DITCHES     | .00                    | 27,054.97              | .00                      | .00                   | 27,054.97                | .00                 |
| 8-1311-431-00-124-541-0-734 PALMA S/D #1-SUBDIVISION STREETS  | .00                    | 73,148.63              | .00                      | .00                   | 73,148.63                | .00                 |
| 8-1311-431-00-124-543-0-312 PALMA S/D #2-INDIRECT COST        | .00                    | 2,831.29               | .00                      | 242.46                | 2,588.83                 | 8.56                |
| 8-1311-431-00-124-543-0-334 PALMA S/D #2-ENG & ARCH SRV       | .00                    | 3,839.15               | 1,771.75                 | .00                   | 2,067.40                 | 46.15               |
| 8-1311-431-00-124-543-0-339 PALMA S/D #2-OTHER PROF SRV       | .00                    | 1,413.21               | 1,413.21                 | .00                   | .00                      | 100.00              |
| 8-1311-431-00-124-543-0-733 PALMA S/D #2-DRAINAGE DITCHES     | .00                    | 23,924.04              | .00                      | .00                   | 23,924.04                | .00                 |
| 8-1311-431-00-124-543-0-734 PALMA S/D #2-SUBDIVISION STREETS  | .00                    | 71,772.12              | .00                      | .00                   | 71,772.12                | .00                 |
| 8-1311-431-00-124-585-1-312 RAMBO ESTATES-INDIRECT COST       | .00                    | 1,428.20               | .00                      | 122.03                | 1,306.17                 | 8.54                |
| 8-1311-431-00-124-585-1-334 RAMBO ESTATES-ENG & ARCH SRV      | .00                    | 1,937.10               | 893.00                   | .00                   | 1,044.10                 | 46.10               |
| 8-1311-431-00-124-585-1-339 RAMBO ESTATES-OTHER PROF SRV      | .00                    | 1,085.11               | 206.02                   | 479.09                | 400.00                   | 63.14               |
| 8-1311-431-00-124-585-1-733 RAMBO ESTATES-DRAINAGE DITCHES    | .00                    | 8,285.08               | .00                      | .00                   | 8,285.08                 | .00                 |
| 8-1311-431-00-124-585-1-734 RAMBO ESTATES-SUBDIVISION STREETS | .00                    | 39,565.36              | .00                      | .00                   | 39,565.36                | .00                 |
| 8-1311-431-00-124-612-0-312 RENA RAE S/D-INDIRECT COST        | .00                    | 3,779.62               | .00                      | 323.62                | 3,456.00                 | 8.56                |
| 8-1311-431-00-124-612-0-334 RENA RAE S/D-ENG & ARCH SRV       | .00                    | 3,836.60               | 2,365.50                 | .00                   | 1,471.10                 | 61.66               |
| 8-1311-431-00-124-612-0-339 RENA RAE S/D-OTHER PROF SRV       | .00                    | 3,216.65               | 1,927.45                 | 1,289.20              | .00                      | 100.00              |
| 8-1311-431-00-124-612-0-733 RENA RAE S/D-DRAINAGE DITCHES     | .00                    | 26,830.97              | .00                      | .00                   | 26,830.97                | .00                 |
| 8-1311-431-00-124-612-0-734 RENA RAE S/D-SUBDIVISION STREETS  | .00                    | 130,998.05             | .00                      | .00                   | 130,998.05               | .00                 |
| 8-1311-431-00-124-785-0-312 VILLA DEL MUNDO-INDIRECT COST     | .00                    | 9,206.03               | .00                      | .00                   | 9,206.03                 | .00                 |
| 8-1311-431-00-124-785-0-334 VILLA DEL MUNDO-ENG & ARCH SRV    | .00                    | 23.08                  | .00                      | .00                   | 23.08                    | .00                 |
| 8-1311-431-00-124-785-0-339 VILLA DEL MUNDO-OTHER PROF SRV    | .00                    | 4,918.40               | 4,882.10                 | .00                   | 36.30                    | 99.26               |
| 8-1311-431-00-124-793-0-334 WARE COUNTY-ENG & ARCH SRV        | .00                    | 1,167.00               | 279.00                   | .00                   | 888.00                   | 23.91               |
| 8-1311-431-00-124-793-0-339 WARE COUNTY-OTHER PROF SRV        | .00                    | 397.60                 | .00                      | .00                   | 397.60                   | .00                 |
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>            | <b>.00</b>             | <b>634,333.77</b>      | <b>28,373.00</b>         | <b>4,606.99</b>       | <b>601,353.78</b>        | <b>5.20</b>         |
| <b>8 YEAR</b>   | <b>.00</b>             | <b>634,333.77</b>      | <b>28,373.00</b>         | <b>4,606.99</b>       | <b>601,353.78</b>        | <b>5.20</b>         |

AI-9102

14.A.

**Presentation of Continuing Education Certificates to Hector Palacios and Norma Garcia**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Patti Loya, TEXAS COOP. EXTENSION

**Submitted For:** Brad Cowan

**Department:** TEXAS COOP. EXTENSION

**Agenda Area:** Texas Cooperative Extension

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**Information**

**CAPTION**

Presentation of Continuing Education Certificates to Commissioner Hector Palacios and Norma Garcia, County Treasurer.

**BACKGROUND**

District 12 Continuing Education Conference for County Officials.

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**Fiscal Impact**

**FISCAL YEAR:** N/A

**ACCT. #:** N/A

**FUNDS AVAILABLE Y/N?:** N/A

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Presentation of certificates does not require funding; no budgтары impact as of 5-2-08.

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**Attachments**

*No file(s) attached.*

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/02/2008 01:48 PM | APRV          |
| 2                | Ivan Cantu            | Ivan Cantu         | 05/02/2008 02:11 PM | APRV          |
| 3                | Auditor's Office      | Linda Fong         | 05/02/2008 04:21 PM | APRV          |
| 4                | Purchasing Department |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Patti Loya

Started On: 04/30/2008 01:22 PM

Final Approval Date: 05/02/2008

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AI-9103

15.A.

**REQ. AUTHORIZATION TO NAME COUNTY ROAD: HECTOR DRIVE  
CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Janie Alejos, COMM. PCT. #4  
**Submitted For:** Janie Alejos  
**Department:** COMM. PCT. #4  
**Agenda Area:** Precinct #4

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**Information**

**CAPTION**

Request Authorization To Name County Road Located Within Hidalgo County Pct. #4 As Follows:

1. Hector Drive - (Said Road Is Located 1 Mile North Of F.M. 1925 - Between Monmack & Big Five Road. )

**BACKGROUND**

Approved By Both Lrgvdc's 911 Streets Dept. & Edinburg Fire Marshal's Office. (Within City's E.T.J.)

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**Fiscal Impact**

**FISCAL YEAR:** **ACCT. #:**  
**FUNDS AVAILABLE Y/N?:** **MATCHING FUNDS Y/N?:**  
**BUDGETARY IMPACT:**  
No Budgetary Impact

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**Attachments**

Link: [attachments](#)

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**Form Routing/Status**

| Route Seq | Inbox                 | Approved By   | Date                | Status |
|-----------|-----------------------|---------------|---------------------|--------|
| 1         | Budget & Management   | Dina Trevino  | 04/30/2008 02:10 PM | APRV   |
| 2         | Manuel Chapa          | Manuel Chapa  | 05/01/2008 04:06 PM | APRV   |
| 3         | Auditor's Office      | Linda Fong    | 05/02/2008 08:26 AM | APRV   |
| 4         | Purchasing Department | Marty Salazar | 05/02/2008 10:07 AM | APRV   |
| 5         | Court Administrator   | Angela Garcia | 05/02/2008 10:52 AM | APRV   |

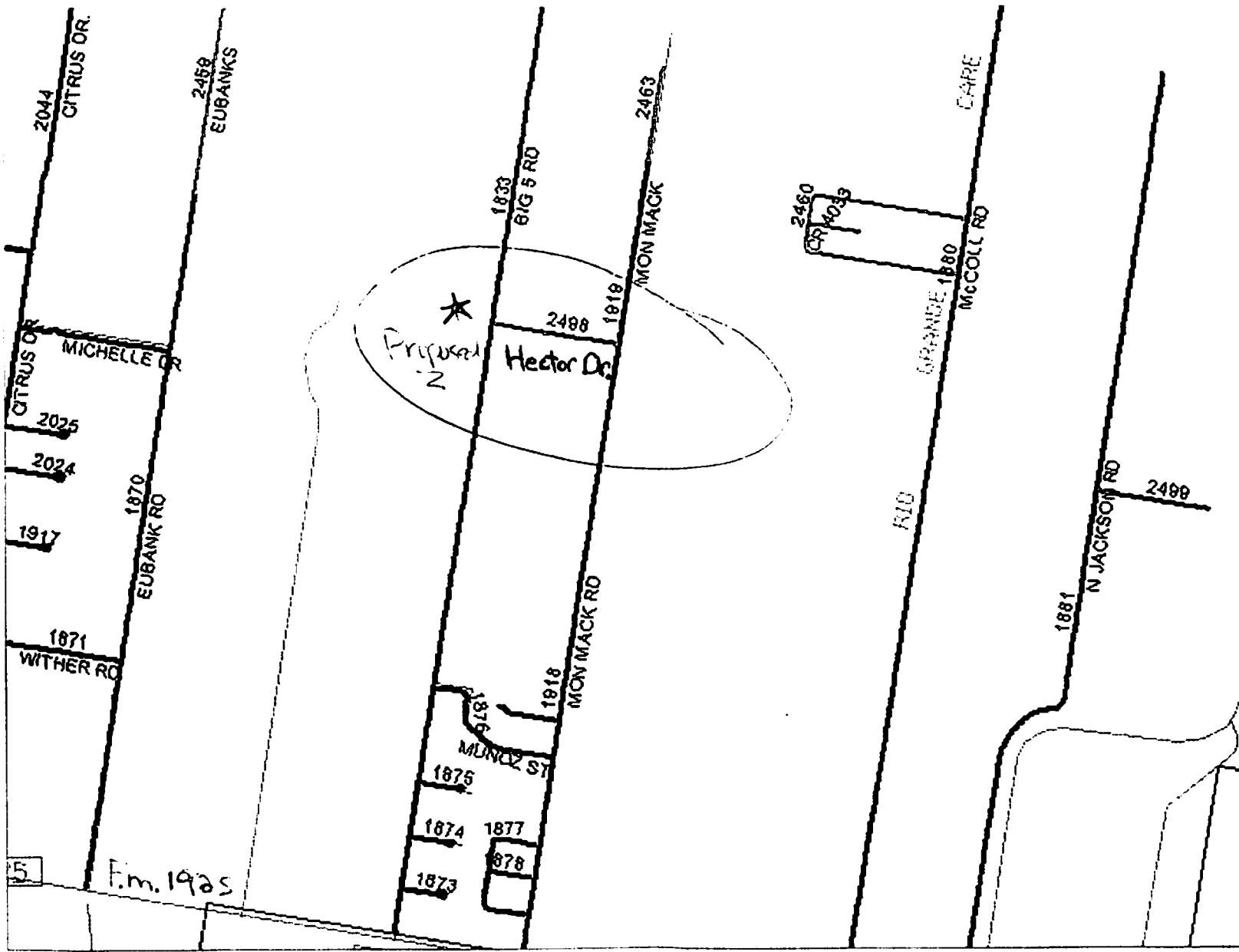
Form Started By: Janie Alejos

Started On: 04/30/2008 01:32 PM

Final Approval Date: 05/02/2008



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- 2006CITYLIMITS :
- ABRAM
- ALAMO
- ALTON
- DONNA
- EDCOUCH
- EDINBURG
- ELSA
- GRANJENO
- HIDALGO



**From:** "Karina Rodriguez" <krodriguez@ci.edinburg.tx.us>  Add to Address Book  Add Mobile Alert  
**To:** janie\_alejos@yahoo.com  
**Subject:** Street Name  
**Date:** Tue, 15 Jan 2008 08:51:34 -0600

Good morning Janie,

**Hector Drive** has been **approved** for the Hidalgo County Precinct 4 Boundaries – county road located 1 mile north of FM 1925 between MonMack and Big Five Road.

Have a good day,  
Karina Lozano  
Secretary 2  
Edinburg Fire Marshal's Office  
(956) 383-5661 Ext. 413

**AI-9135**

**16.A.5.**

**Direct Bill Application Form -Authority to Apply  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Vangie Garcia, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Hidalgo County

**Information**

**CAPTION**

Presentation for discussion, consideration, and approval to apply and submit the "Direct Bill Application Form" as required by "Comfort Inn" in connection with the lodging of testifying Witnesses by Hidalgo County through the Hidalgo County District Attorney's Office.

**BACKGROUND**

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-412-00-080-002-0-831

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available Balance as of 5-1-08 \$55,814.47.

**Attachments**

Link: [Direct Bill Application Form](#)

**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 11:14 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:32 PM | APRV          |
| 3                | Ivan Cantu            | Ivan Cantu         | 05/01/2008 03:19 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 08:45 AM | APRV          |
| 5                | Court Administrator   | Monica Badillo     | 05/02/2008 09:16 AM | APRV          |

Form Started By: Vangie Garcia

Started On: 05/01/2008 09:41 AM

Final Approval Date: 05/02/2008



BY CHOICE HOTELS

4001 S. Clossner Blvd.  
Edinburg, TX 78539  
Phone: 956-318-1117  
Fax: 956-318-0557

### DIRECT BILL APPLICATION

In order to approve and expedite DB payment arrangements, please complete the information and fax it back 3 weeks prior to your function.

#### BILLING INFORMATION

|  |                                     |   |                          |
|--|-------------------------------------|---|--------------------------|
| Full Legal Business Name<br><b>HIDALGO COUNTY DISTRICT ATTORNEY'S OFFICE</b> |                                     | Authorized Contact Person<br><b>ROY CAZARES OR ROXANA SEGOUZA</b> |                          |
| Address (Can not be a P.O. Box No.)<br><b>HIDALGO COUNTY COURTHOUSE</b>      | City                                | State   | Zip Code                 |
| Billing Address<br><b>100 N. CLOSSNER, ROOM 303</b>                          | City<br><b>EDINBURG</b>             | State<br><b>TX</b>  | Zip Code<br><b>78539</b> |
| Business Phone Number<br><b>(956) 318-2300</b>                               | Fax Number<br><b>(956) 318-2078</b> |   |                          |

#### BANK REFERENCES

|   |                         |  |                          |
|---|-------------------------|--|--------------------------|
| Bank Name<br><b>First National Bank</b> |                         | Acct. #  |                          |
| Contact Person<br><b>Roxana De Leon</b> |                         | Business Phone Number<br><b>(956) 380-8506</b> |                          |
| Bank Address<br><b>100 W Cano</b>       | City<br><b>Edinburg</b> | State<br><b>TX</b>                             | Zip Code<br><b>78539</b> |

#### CREDIT REFERENCES

|   |                         |  |                          |
|---|-------------------------|--|--------------------------|
| #1 Company Name<br><b>Echo Hotel &amp; Conference</b> |                         | Business Phone Number<br><b>(956) 383-3823</b> |                          |
| Address<br><b>1903 South Clossner</b>                 | City<br><b>Edinburg</b> | State<br><b>TX</b>                             | Zip Code<br><b>78539</b> |
| #2 Company Name<br><b>Echo Travel</b>                 |                         | Business Phone Number<br><b>(956) 383-8747</b> |                          |
| Address<br><b>1903 South Clossner</b>                 | City<br><b>Edinburg</b> | State<br><b>TX</b>                             | Zip Code<br><b>78539</b> |

#### Method of Payment

- American Express
- Discover
- Visa
- Diners Club
- Master Card
- Other **~~PRE~~ CHECKS**

Card Holder Name \_\_\_\_\_

Credit Card # \_\_\_\_\_

Exp. Date \_\_\_\_\_

- Include a copy of the credit card front and back
- Include a copy of card holder identification

**I authorize release of credit information from the above references. This information will be kept confidential. I understand the payment for all authorized charges are due with in 25 days of receiving the invoice.**

Signature / Title \_\_\_\_\_

Date \_\_\_\_\_

**AI-9120**  
**Fuel Credit Card Use Policy**  
**CC REGULAR**

**16.A.6.**

**Date:** 05/06/2008  
**Submitted By:** Ramon Vela, PURCHASING DEPT.  
**Submitted For:** Ramon Vela  
**Department:** PURCHASING DEPT.  
**Agenda Area:** Purchasing Department **Purchasing only:** Hidalgo County

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**Information**

**CAPTION**

Pursuant to the newly adopted "Fuel Credit Card Use Policy" requesting discussion, consideration, and action on a request submitted by the Hidalgo County District Attorney's Office, Hon. Rene A. Guerra (through Roy Cazares) to increase limits from \$500.00 to \$2,000.00/month/vehicle.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008 **ACCT. #:** 8-1222-412-00-080-006-0-682  
**FUNDS AVAILABLE Y/N?:** Y **MATCHING FUNDS Y/N?:**  
**BUDGETARY IMPACT:**  
Available Balance as of 5-1-08 \$5,000.00.

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**Attachments**

Link: [D.A.Office](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 11:09 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:29 PM | APRV          |
| 3                | Ivan Cantu            | Ivan Cantu         | 05/01/2008 03:10 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 08:46 AM | APRV          |
| 5                | Court Administrator   | Monica Badillo     | 05/02/2008 09:16 AM | APRV          |

Form Started By: Ramon Vela Started On: 04/30/2008 04:12 PM

Final Approval Date: 05/02/2008

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2. Increase our limit of \$500.00 per month to \$2,000.00. This is due to the addition of another investigator and fuel cost increasing daily.

I'll await for your response. Thank You.

Roy Cazares  
Hidalgo County District Attorney's Office

---

**From:** Rolando.Flores [mailto:Rolando.Flores@co.hidalgo.tx.us]  
**Sent:** Friday, April 18, 2008 11:00 AM  
**To:** roy.cazares@da.co.hidalgo.tx.us  
**Subject:** RE: Fuel Policy

**Marty and cc: Valde Guerra**

*Rolando "Roli" Flores, Buyer*  
**Hidalgo County Purchasing Department**  
**2802 So. Business Hwy. 281**  
**Edinburg, Texas 78539**  
**(956) 292-7000-Ext 4855 -- Fax (956) 292-7612**

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

**From:** Roy Cazares [mailto:roy.cazares@da.co.hidalgo.tx.us]  
**Sent:** Friday, April 18, 2008 10:39 AM  
**To:** 'Rolando.Flores'  
**Subject:** Fuel Policy

Roli,

Who would I have to submit a request to do the following?

1. Have fuel cards assigned to individuals instead of vehicles. We at times have to swap vehicles because our investigators have been made on their current vehicle. We also at times use HIDTA vehicles.

2. Increase our limit of \$500.00 per month to \$1,500.00. This is due to the addition of another investigator and fuel cost increasing daily.

I'll await for your response.

Roy Cazares  
Hidalgo County District Attorney's Office

AI-9098

16.A.7.

**Approval of Comdata Fuel Card Requests  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Roli Flores, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Hidalgo County

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**Information**

**CAPTION**

Presentation for discussion, consideration and approval of application requests for Fleet Fueling Cards through our participation with Texas Procurement and Support Services (TPASS) contract with Comdata Corporation/Transmontaigne Product Services, Inc. (awarded vendor of State Council on Competitive Government) submitted by Elected Officials/Department Heads/Agency and/or Program Directors detailing holders and users as attached hereto, including but limited to the following and subject to the newly adopted and approved Hidalgo County Fuel Credit Card Policies and Procedures:

1. Hidalgo County WIC Program
2. Hidalgo County Health and Human Services

**BACKGROUND**

Please see attached Comdata Fuel card Application/Request forms submitted by Department(s).

---

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-441-00-340-001-0-682

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available Balance as of 5-2-08 \$2,444.48.

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1292-441-00-350-001-8-682

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available Balance as of 5-2-08 \$15,994.15.

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Funding was provided by the following;

1. WIC Program-Margarita Gonzalez (956) 381-4646
2. Health and Human Services- Eddie Olivarez (956) 383-6221

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**Attachments**

Link: [Request form for Health and Human Services](#)

Link: [Request form for WIC Program](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 04/30/2008 12:45 PM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/02/2008 01:48 PM | APRV          |
| 3                | Ivan Cantu            | Ivan Cantu         | 05/02/2008 03:12 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 04:20 PM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 04:53 PM | APRV          |

Form Started By: Roli Flores

Started On: 04/30/2008 09:54 AM

Final Approval Date: 05/02/2008

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# COMDATA FUEL CARD REQUEST FORM

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

Add Vehicle Card     
  Add Driver Pin     
  Delete Cancel Card     
  Delete/Cancel Driver

|                                |   |                  |       |
|--------------------------------|---|------------------|-------|
| <b>Department:</b>             | Hidalgo County Health & Human Services              |                  |       |
| <b>Billing Address:</b>        | 1304 South 25 <sup>th</sup> Ave, Edinburg, TX 78539 |                  |       |
| <b>Fuel Card Manager:</b>      | Eduardo Olivarez                                    |                  |       |
|                                | This person can not have use of the fuel card       |                  |       |
| <b>Phone Number:</b>           | (956)383-6221                                       |                  |       |
| <b>County Email:</b>           | eddie.olivarez@hchd.org                             |                  |       |
| <b>Web user Name:</b>          | health  | <b>Password:</b> | sweet |
| <b>Hidalgo Co Acct Number:</b> | 8-1100-441-00-340-001-0-682                         |                  |       |
| <b>Requested By:</b>           | Eduardo Olivarez, Chief Administrative Officer      |                  |       |

Sign & Print Elected Official/Supervisor/Director

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

*For Purchasing Department Use Only*

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| Approved by Commissioners Court On:  | _____                                |
| Reviewed by Fuel Card Administrator: | _____                                |
| Cards Received by Dept on:           | _____ Date Returned/Cancelled: _____ |
| Fuel Cards Received by Department:   | _____                                |

Sign & Print Authorized Elected Official/Supervisor/Director

| Vehicle Plate No | Vehicle Description                           | VIN Number | Purchasing Dept Only<br>Card Number |
|------------------|---|------------|-------------------------------------|
|                  | Mosquito Sprayers<br>Supervisor Salvador Luna |            |                                     |
|                  |   |            |                                     |
|                  | Mosquito Sprayer                              |            |                                     |
| ①                | Rogelio Reyes                                 |            |                                     |
|                  | Mosquito Sprayer                              |            |                                     |
| ②                | Ronnie Ramirez                                |            |                                     |
|                  | Mosquito Sprayer                              |            |                                     |
| ③                | Jose Alvarez                                  |            |                                     |
|                  |   |            |                                     |
|                  | Generators                                    |            |                                     |
| ①                | Rigoberto Hinojosa                            |            |                                     |
| ②                | Adolfo Requena                                |            |                                     |
| ③                | Juan Jones                                    |            |                                     |



## Driver ID/Pin List

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

|    | First Name    | Last Name | Employee I.D. Number | DBM Use Only verification | Purchasing Dept Use Only Date of Signed Fuel Policy & training |
|----|---------------|-----------|----------------------|---------------------------|--|
| 1  | Juan Antonio  | Alonzo    |                      |                           |  |
| 2  | Cruz Alconzar | Alconzar. |                      |                           |  |
| 3  |               |           |                      |                           |  |
| 4  |               |           |                      |                           |  |
| 5  |               |           |                      |                           |  |
| 6  |               |           |                      |                           |  |
| 7  |               |           |                      |                           |  |
| 8  |               |           |                      |                           |  |
| 9  |               |           |                      |                           |  |
| 10 |               |           |                      |                           |  |
| 11 |               |           |                      |                           |  |
| 12 |               |           |                      |                           |  |
| 13 |               |           |                      |                           |  |
| 14 |               |           |                      |                           |  |
| 15 |               |           |                      |                           |  |
| 16 |               |           |                      |                           |  |
| 17 |               |           |                      |                           |  |
| 18 |               |           |                      |                           |  |
| 19 |               |           |                      |                           |  |
| 20 |               |           |                      |                           |  |
| 21 |               |           |                      |                           |  |
| 22 |               |           |                      |                           |  |
| 23 |               |           |                      |                           |  |
| 24 |               |           |                      |                           |  |
| 25 |               |           |                      |                           |  |

**AI-9116**  
**PRECINCT NO 1**  
**CC REGULAR**

**16.B.1.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.  
**Agenda Area:** Purchasing Department

**Purchasing only:** Prct. 1

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**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for engineering services in connection with Hidalgo County Precinct No 1 for Mi 20 from/fm 88 East 0.3 Miles;

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional engineering services required for the design construction of Hidalgo County Precinct No 1 for Mi 20 from/fm 88 East 0.3 Miles;

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No. 1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Precinct No 1 for Mi 20 from/fm 88 East 0.3 Miles.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1336-431-00-121-041-0-731

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available Balance as of 5-1-08 \$736,806.31. Account No. was provided by Noe Montez from Pct. 1.

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**Attachments**

Link: [backup](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 11:00 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:16 PM | APRV          |
| 3                | Ivan Cantu            | Ivan Cantu         | 05/01/2008 02:27 PM | APRV          |

|   |                     |                |                     |      |
|---|---------------------|----------------|---------------------|------|
| 4 | Auditor's Office    | Linda Fong     | 05/02/2008 08:48 AM | APRV |
| 5 | Court Administrator | Monica Badillo | 05/02/2008 09:15 AM | APRV |

Form Started By: Laura Moya  
Started On: 04/30/2008 03:57 PM

Final Approval Date: 05/02/2008

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PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY PRECINCT NO 1**  
FOR  
Mi 20 From/Fm 88 East 0.3 Miles

**Scoring & Evaluation**  
**GRID**

**ENGINEERING FIRMS**

| Total Scores   | <b>Rodriguez<br/>Engineering</b> | <b>Javier Hinojosa<br/>Engineering</b> | <b>Izaguirre<br/>Engineering<br/>Group</b> |
|----------------|----------------------------------|--|--|
| Scores         | <b>86</b>                        | <b>83</b>                              | <b>88</b>                                  |
| <b>RANKING</b> |                                  |  |  |

\*SCORING & EVALUATION COMPLETED BY PCT NO 1

COUNTY *of* HIDALGO



***SYLVIA S. HANDY***  
County Commissioner, Pct. 1  
1902 Joe Stephens Ave.  
Weslaco, TX 78596  
(956) 968-8733

April 28, 2008

Martha Salazar  
Hidalgo County Purchasing Department  
101 E. Cano  
Edinburg, Texas 78539

Re: Statement of Qualifications (Engineering Firms) - Mi 20 from FM 88 East 0.3 Miles

Dear Marty:

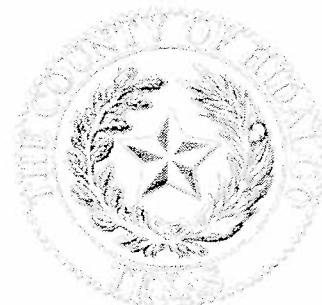
After careful review of the Statement of Qualifications of the Engineering firms, we have selected the firm of Izaguirre Engineering Group, llc. Of McAllen, Texas for engineering services for the above mentioned project.

If you should need any additional information, please contact Mr. Joseph Palacios, Chief Administrator, of my staff.

Sincerely,

SYLVIA S. HANDY  
County Commissioner, Pct. 1

SSH:nm



# Memorandum

**To:** Purchasing Department  
**Attn:** Laura Moya  
**From:** Noe Montez  
**Date:** 4/22/2008  
**Re:** Statement of Qualifications Engineers for (Mi 20 From/Fm 88 East 0.3 Miles)

---

Please make arrangements to forward us the Statement of Qualifications for the following engineers for the above referenced project.

1. Rodriguez Engineering
2. Javier Hinojosa Engineering
3. Izaguirre Engineering Group

Please forward asap so we can see if we can place on next cc agenda.

Thanks

Noe Montez

AI-9140

16.B.2.

Pct 1-WA #2 - Leonel Garza Jr., & Assoc.-C-08-040-03-25

CC REGULAR

**Date:** 05/06/2008

**Submitted By:** Letty Saenz, PURCHASING DEPT.

**Submitted For:** Letty Saenz

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Prct. 1

**Information**

**CAPTION**

Presentation for consideration, discussion, acceptance, and approval of Work Authorization No. 2 in the amount of \$625.00 with Leonel Garza Jr. & Associates to provide appraisal services to Hidalgo County Precinct No. 1 in connection with Contract No. C-08-040-03-25 for "FM 493 Project" (which will consist of approximately one (1) individual parcel).

**BACKGROUND**

Work Authorization No. 2

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1315-431-00-121-043-0-841

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available Balance as of 5-1-08 \$190,929.63.

**Attachments**

Link: [WA #2 - Leonel Garza Jr., & Assoc](#)

**Form Routing/Status**

| Route Seq | Inbox                 | Approved By   | Date                | Status |
|-----------|-----------------------|---------------|---------------------|--------|
| 1         | Purchasing Department | Marty Salazar | 05/01/2008 12:04 PM | APRV   |
| 2         | Budget & Management   | Dina Trevino  | 05/01/2008 01:33 PM | APRV   |
| 3         | Ivan Cantu            | Ivan Cantu    | 05/01/2008 03:31 PM | APRV   |
| 4         | Auditor's Office      | Linda Fong    | 05/02/2008 08:54 AM | APRV   |
| 5         | Sergio Cruz           |               | 05/02/2008 06:01 PM | PEND   |

Form Started By: Letty Saenz

Started On: 05/01/2008 11:30 AM

Final Approval Date: 05/02/2008

**HIDALGO COUNTY**  
**Professional Appraisal Services**  
**Contract #C-08-040-03-25**  
**Work Authorization Form**

**WORK AUTHORIZATION NO. 2**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of the Service Contract made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, "**Leonel Garza Jr. & Associates LLC**", professional appraiser of McAllen, Texas, hereinafter called "**Appraiser**".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the **Appraiser** to provide appraisal reports corresponding to the Texas Department of Transportation Form A-5 and or A-6 format for the FM 493 Project of which will consist of approximately ±1 individual parcels.

The scope of services to be provided by the **Appraiser** is identified in **EXHIBIT "A" -- Scope of Services to be Provided by the Appraiser** attached hereto.

**PART 2. ESTIMATED COST**

The estimated cost for services under this Work Authorization is \$625.00. This amount is based upon the costs outlined in the **Estimated Cost Proposal** attached hereto as **EXHIBIT "B"**.

**PART 3. PAYMENT**

Compensation and payment to the **Appraiser** for the services established under this Work Authorization shall be made in accordance with Article/Part/Section 3 of the Agreement.

**PART 4. FUNDING**

This Work Authorization No. 2 shall be funded through funding source:

Account No. 8-1315-431-00-121-043-0-841

Requisition Number \_\_\_\_\_ (MUST BE INCLUDED AFTER CC APPROVAL)

**PART 5. PERIOD OF SERVICE**

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate upon completion of scopes of the work authorization.

**PART 6. RESPONSIBILITIES AND OBLIGATIONS**

This Authorization does not waive the parties' responsibilities and obligations provided under the **Agreement**.

**PART 7. ACKNOWLEDGEMENT AND CONFIRMATION**

Acknowledgement and confirmation by Hidalgo County Precinct No. 1 Commissioner Sylvia S. Handy as to content and detail of this Work Authorization No. # 2.

HIDALGO COUNTY  
COMMISSIONER PRECINCT NO. 1

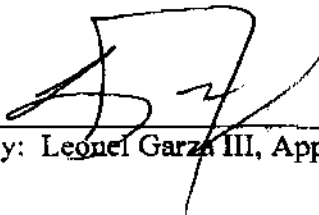
BY: \_\_\_\_\_  
Sylvia Handy, County Commissioner

**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on \_\_\_\_\_ as indicated below and effective as of \_\_\_\_\_ day of \_\_\_\_\_, 2008.

THE APPRAISER:  
LEONEL GARZA JR. & ASSOCIATES LLC

THE OWNER:  
HIDALGO COUNTY

  
By: Leonel Garza III, Appraiser

\_\_\_\_\_  
By: J.D. Salinas, County Judge

ATTEST:

\_\_\_\_\_  
by: Arturo Guajardo, Jr. County Clerk

**LIST OF ATTACHMENTS**

- ATTACHMENT "A" - Service to be Provided by the Appraiser
- ATTACHMENT "B" - Payment/ Fee Schedule
- ATTACHMENT "C" - Insurance Requirements provided by Appraiser
- ATTACHMENT "D" - Work Authorization Form

**ATTACHMENT "A" SERVICE TO BE PROVIDED BY THE APPRAISER**

Right-of-Way Acquisition Appraisals along FM 493 Project specified for approximately  $\pm 1$  parcels for proposed right-of-way expansion project to be performed by the reasonable deadline specified by Leonel Garza III and the Hidalgo County Right-of-Way Department. Letters of "Intent To Inspect" shall be provided to each property owner within the boundaries of the project prior to on-site inspection. All communication and correspondence shall be included within the body of the appraisal report. Each report shall be performed on a Texas Department of Transportation A-5 and or A-6 form as applicable and shall follow similar guidelines for personal contact with owners of record prior to on-site inspection.

## ATTACHMENT "B" - Payment/ Fee Schedule

Right-of-Way Acquisition Appraisals along FM 493 Project specified for approximately ±1 parcels for proposed right-of-way expansion project to be performed by the reasonable deadline specified by Leonel Garza III and the Hidalgo County Right-of-Way Department.

### Updated/Revised Reports

#### **\$625.00 Per Parcel**

50% of Original Cost if within six (6) months of the original report.

±1 Appraisals (FM 493 Project) @ \$625.00 Per Parcel = \$625.00

Included Per Parcel:

1. (4) Original Appraisal Reports

This cost shall apply when a major change to the survey and or correction of the survey and or right-of-way map has been performed after the completion of the appraisal report. These revision cost shall be discussed with Joe Pena, Director of the Right-of-Way Department, prior to billing. Minor revisions to a parcel report will be billed on a case by case basis depending on complexity of the revision.

### Condemnation Hearing Cost

#### **Hourly Rate = \$ 150.00 Per Hour**

Hourly rate shall apply to any and all preparation time required for the condemnation hearing.

### Appeals Court / Trial

#### **Hourly Rate = \$ 250.00 Per Hour**

#### ***Plus Expenses***

Hourly rate shall apply to any and all preparation time, depositions, and consulting required for an appeal of a Condemnation Hearing to a bench or jury trial.

**ATTACHMENT "C"-INSURANCE REQUIREMENTS PROVIDED BY APPRAISER**

***{ON FILE WITH HIDALGO COUNTY PURCHASING DEPARTMENT}***

**SYLVIA S. HANDY  
COUNTY COMMISSIONER, PCT. 1**

(956) 968-8733 FAX(956) 973-7804  
1902 JOE STEPHENS AVE.  
Weslaco, Texas 78596

**FAX COVERSHEET**

To: PURCHASING Dept From: Noe Monter  
LETY SAENZ

Fax: \_\_\_\_\_ Pages: 6

Phone: \_\_\_\_\_ Date: 4/30/08

Re: \_\_\_\_\_ CC: \_\_\_\_\_

- Urgent  For Review  Please Comment  Please Reply  Please Recycle

• Comments

*Please place on Next  
CC FOR APPROVAL  
Noe*

**NOTICE OF CONFIDENTIALITY**

THE INFORMATION CONTAINED IN THIS FACSIMILE MESSAGE IS LEGALLY PRIVILEGED AND CONFIDENTIAL INFORMATION INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY NAMED ABOVE. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPY OF THIS TELECOPY IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS TELECOPY IN ERROR, PLEASE IMMEDIATELY NOTIFY US BY TELEPHONE AND RETURN THIS MESSAGE TO US AT THE ABOVE ADDRESS VIA THE UNITED STATES POSTAL SERVICE. THANK YOU.

AI-9125

16.C.1.

**Pct. 2-"Hauling Services"-Authority to Advertise and Approval of Specifications**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Sandra Montalvo, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Prct. 2

**Information**

**CAPTION**

Requesting authority to advertise a request for sealed bids with approval of procurement packet (i.e. specifications, legal notices and draft contract document) as attached hereto for "Hidalgo County Precinct 2-Hauling Services" (Bid No. 2008-170)

**BACKGROUND**

See attached specifications and draft contract

Proposed Schedule of events:

First ad: May 10, 2008

Second ad: May 17, 2008

Bid Opening: May 28, 2008

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1202-431-00-122-006-0-346

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available balance is \$50,126.14 as of 5-1-08.

**Attachments**

Link: [backup](#)

**Form Routing/Status**

| Route Seq | Inbox                 | Approved By    | Date                | Status |
|-----------|-----------------------|----------------|---------------------|--------|
| 1         | Purchasing Department | Marty Salazar  | 05/01/2008 11:11 AM | APRV   |
| 2         | Budget & Management   | Dina Trevino   | 05/01/2008 01:30 PM | APRV   |
| 3         | Dale Kennan           | Dale Kennan    | 05/01/2008 03:19 PM | APRV   |
| 4         | Auditor's Office      | Linda Fong     | 05/02/2008 08:55 AM | APRV   |
| 5         | Court Administrator   | Monica Badillo | 05/02/2008 09:16 AM | APRV   |

Form Started By: Sandra Montalvo

Started On: 04/30/2008 04:25 PM

Final Approval Date: 05/02/2008



# MEMORANDUM

**TO:** Precinct No 2

**FROM:** Sandra Montalvo/Roli Flores, Buyer  
HIDALGO COUNTY PURCHASING DEPARTMENT

**DATE:** April 28, 2008

**RE:** Approval of specifications for: "Hauling Services"  
BID NO. 08-170-00-00

Enclosed is the packet for the above referenced project. Please sign off your approval, disapproval, or add on information if needed no later than Wednesday April 29, 2008 12:00 P.M.

M. Cuella RA#2. OK.

APPROVAL OF SPECIFICATIONS

DISSAPPROVAL OF SPECIFICATIONS

Add additional information (if needed):

Do we have a separate "Hauling Contract"

For Dirt - ?

8-1202-431-00-127-006 03 346

Should you have any questions, please do not hesitate to call me at (956) 318-2626.  
Thank you for your assistance

RECORDED  
APR 30 2008  
By 2:49 g

# MEMORANDUM

**TO:** Precinct No 2

**FROM:** Sandra Montalvo/Roli Flores, Buyer  
HIDALGO COUNTY PURCHASING DEPARTMENT

**DATE:** April 28, 2008

**RE:** Approval of specifications for: "Hauling Services"  
BID NO. 08-170-00-00

Enclosed is the packet for the above referenced project. Please sign off your approval, disapproval, or add on information if needed no later than Wednesday April 29, 2008 12:00 P.M.

A. Cuellar At #2. OK.

APPROVAL OF SPECIFICATIONS

DISSAPPROVAL OF SPECIFICATIONS

Add additional information (if needed):

Do we have a separate "Hauling Contract"

For Dirt - ?

8-1202-431-00-127-00603346

Should you have any questions, please do not hesitate to call me at (956) 318-2626.  
Thank you for your assistance

4/30/08 2:47 pm  
Faxed to Sandra @ Purchasing.  
BID-08-170-00-00.

# **EXHIBIT “A”**

## HIDALGO COUNTY PRECINCT NO. 2 “HAULING SERVICES” BID NO. 08-170-05-28-SMA **SPECIFICATIONS**

1. It is intended that all hauling of road materials will be within Hidalgo County Precinct No. 2 area and will be awarded on a **per ton basis**. The bid price will be for the duration of One (1) year with the County’s sole discretion to extend for an additional year. Hauling services will be requested on an **as needed basis** by the precinct.
2. Road materials (i.e. crushed caliche, pit run caliche, caliche gravel, hot mix, and cold mix) will be hauled from vendor pits that are currently holding the contract for material bids. Vendors stated are presently on Contract for the materials; however, vendors may change due to contract expiration during the term of this bid. Awarded hauler(s) will be advised. Location of current pits and plants are as follows:  
  
**Cold Mix** - Frontera Materials La Joya Plant 3 miles N of US 83 on FM 2221  
  
**Type D Hot Mix - Gravel**- Frontera Materials La Joya Plant & Progreso Plant Military Hwy & FM 1015  
  
**Type D Hot Mix – Limestone** - Frontera Materials – La Joya Plant & Progreso Plant Military Hwy & FM 1015  
  
**Crushed Caliche** - Frontera Materials- 490 Pit- 4 Miles West of US 281 on FM 490 & Reavis Pit 3 miles N of US 83 on FM 2221; and Martin Marietta 2 miles S of Intersection FM 1017 & FM 3250 Jericho Pitt Linn, TX
3. Bid price must be on a **per ton basis**.
4. Hauling services for Precinct No. 2 will be done by Precinct No. 2 forces along with awarded vendor, when required.
5. **Bid Award:** Hidalgo County reserves the right to award the lowest qualified bid on a lump sum basis to one bidder or to multiple bidders if the County determines it is in the best interest to do so.
6. Hidalgo County Precinct No. 2 reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.
7. Hidalgo County is requesting the minimum of **Five (5) vendor owned hauling trucks** (proof of ownership (title) shall be furnished along with your bid) to be available on an as needed basis with a minimum of twenty-two tons per load. Please note the make, year, model, vehicle identification number, license plates

and capacity of your hauling trucks on Exhibit “D”.

8. Insurance Certificates (Exhibit “C”) must be submitted to the Purchasing Department for approval prior to any services being performed by the awarded bidder.
9. Bidders will be required to complete and submit the Supplemental Hauling Data Sheet for every driver as detailed in Exhibit “E” upon award.
10. The bidder(s) awarded the contract **cannot** engage the services of a **subcontractor without prior written consent of Hidalgo County** for the retention of a subcontractor to perform services hereunder. The successful bidder(s) must present evidence that the proposed subcontractor possess all the necessary licenses and permits to perform the services and the subcontractor has obtained the required insurance which names the contractor as an additional insured. Requesting authorization for subcontracting does not constitute compliance with the primary specification contained herein which state the minimum number vendor owned vehicles required.
11. The County reserves the right to reject any or all bids, to waive any or all formalities, or to accept the bid considered the best and most advantageous to the County, giving due consideration to the location of the pit from the area of the precinct where the “Hauling Services” is to be transported, and to hold the bid for a period of ninety (90) days without taking action thereon.
12. Any contract award to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated by County with thirty day’s written notice prior to cancellation.
13. All costs and expenses associated with the preparation and submission of proposals shall be the responsibility of the submitter and no reimbursements for such charges or expenses shall be passed onto the County.

**14 Market Volatility and Unit Price Adjustments:**

Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

- a) **Requesting Price Adjustment:** Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.
  - i) A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.
  - ii) The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.
  - iii) The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.

- iv) No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
- v) The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

- b) **Price Reduction:** Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.
- c) **Time frame for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter. Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.
- d) **Allowable Review Periods:** Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.
- e) **Dollar Limit to Price Changes:** The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

15. **ADDITIONAL INFORMATION**

Further information required for this project can be addressed through the Hidalgo County Purchasing Department through Sandra Montalvo. Hidalgo County is also requesting that any and all questions, inquiries and clarifications regarding quotes, bids, proposal or statement or qualifications be addressed to Martha L. Salazar, CPPB/ Purchasing Agent, at 2802 South Business Highway 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

All written inquiries will be accepted via facsimile no later than, Wednesday, **Month Day Year** at 5:00 P.M., at (956) 318-2629. Responses to said inquiries will be sent to all applicants via facsimile by no later than 5:00 P.M., Friday, **Month Day Year**.

THE STATE OF TEXAS   §  
  §  
COUNTY OF HIDALGO   §

**SERVICE CONTRACT**  
**C-08-170-00-00**

THIS CONTRACT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2008 by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and \_\_\_\_\_ a Texas Corporation. ("Company").

WHEREAS, Company responded to advertised notices for bids for "**Hauling Services**" for **Precinct No. 2** (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to locations at **Hidalgo County Precinct No. 2**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the

Specifications within **Hidalgo County** following a request for Services by the **Department Head, Commissioner, Sheriff or** his designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period beginning\_\_\_\_\_ and ending on\_\_\_\_\_ and may be extended at the sole discretion of County for an additional one (1) year period, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first. County also reserves the right to continue this bid for an additional sixty (60) day Grace Period, under the same rates terms and conditions.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice

submitted by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County:

**The County of Hidalgo**  
**Attn: County Judge**

**100 E. Cano  
Edinburg, Texas 78539**

If to Company \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by either party without cause upon thirty (30) days written notice.

15. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

Approved by Commissioners' Court on, \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

**COUNTY OF HIDALGO**

**ATTEST:**

By: \_\_\_\_\_  
Juan D. Salinas, III, County Judge

Arturo Guajardo Jr., County Clerk

**COMPANY:** \_\_\_\_\_  
By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

APPROVED AS TO FORM:  
Atlas & Hall, L.L.P.

By: \_\_\_\_\_

AI-9128

16.D.1.

**TEDSI Work Authorization No. 9 for Precinct No. 3  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Rocio Villarreal, PURCHASING DEPT.

**Submitted For:** Rocio Villarreal

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Prct. 3

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**Information**

**CAPTION**

Presentation for consideration, discussion, acceptance, and approval of Work Authorization No. 9 (with a proposed fee of \$3,000.00) with TEDSI Infrastructure Group to provide engineering services to Hidalgo County Precinct No. 3 in connection with "Left Turn Warrant Study at Mile 4 Rd and Bentsen Palm Drive".

**BACKGROUND**

C-07-051-02-06

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1203-431-00-123-005-0-334

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available Balance \$20,000.00

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**Attachments**

Link: [Work Authorization No. 9](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 11:12 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:30 PM | APRV          |
| 3                | Erika Reyna           | Erika Reyna        | 05/01/2008 03:36 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 08:57 AM | APRV          |
| 5                | Court Administrator   | Monica Badillo     | 05/02/2008 09:16 AM | APRV          |

Form Started By: Rocio Villarreal

Started On: 04/30/2008 04:36 PM

Final Approval Date: 05/02/2008

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**HIDALGO COUNTY**  
**Professional Engineering Services**  
**Contract # C-07-051-02-06**  
**Work Authorization Form**

**WORK AUTHORIZATION NO. 9**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of Section I.B. of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, TEDSI Infrastructure Group professional engineers of Mission Texas, hereinafter called "**Engineer**".

**PART 1. SCOPE OF WORK**

The purpose of this Work Authorization is for the **Engineer** to perform a Left Turn Warrant Study at Mile 4 Rd and Bentsen Palm Dr.

The scope of services to be provided by the **Engineer** is identified in *Attachment "A" – Scope of Services to be Provided by the Engineer* attached hereto.

**PART 2. LUMP SUM COST**

The estimated cost for services under this Work Authorization is \$ 3,000.00 This amount is based upon the costs outlined in the Contract.

**PART 3. PAYMENT**

Compensation and payment to the **Engineer** for the services established under this Work Authorization shall be made in accordance with Article/Part/Section II, Item D and Article/Part/Section V of the Agreement.

**PART 4. FUNDING**

This Work Authorization No.9 shall be funded through funding source:

Account No. 8-1203-431-00-123-005-0334

Requisition Number \_\_\_\_\_ (MUST BE INCLUDED AFTER CC APPROVAL)

**PART 5. PERIOD OF SERVICE**

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate upon completion of scopes of the work authorization.

**PART 6. RESPONSIBILITIES AND OBLIGATIONS**

This Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

**PART 7. ACKNOWLEDGEMENT AND CONFIRMATION**

Acknowledgement and confirmation by Hidalgo County Precinct No. 3 Commissioner Joe M. Flores as to content and detail of this Work Authorization No. # 9.

HIDALGO COUNTY  
COMMISSIONER PRECINCT NO. 3

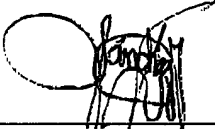
BY: \_\_\_\_\_

**PART 8. ACCEPTANCE AND APPROVAL**

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on \_\_\_\_\_ as indicated below and effective as of \_\_\_\_\_ day of \_\_\_\_\_, 2008.

THE ENGINEER:  
TEDSI INFRASTRUCTURE GROUP

THE OWNER:  
HIDALGO COUNTY



By: Jose A. Sanchez, P.E., Project Manager

By: J.D. Salinas, County Judge

ATTEST:

By: Arturo Guajardo, Jr. - County Clerk

**ATTACHMENT**

ATTACHMENT "A" - Scope of Services



**ATTACHMENT "A"**  
**SCOPE OF SERVICES**  
**TRAFFIC ENGINEERING SERVICES**  
**MULTI-WAY STOP WARRANT STUDY**

In response to constituent concerns, Hidalgo County Precinct #3 requested a left turn warrant study at Mile 4 Rd at Bentsen Palm Dr. The scope of work and associated fee for proposed traffic engineering services is based on the following items:

- a. TEDSI will submit three original duplicate reports of study to Hidalgo County Precinct #3. Reports will be submitted thirty days after approval of Work Order by Commissioner's Court.
- b. TEDSI will analyze existing traffic control.
- c. TEDSI will analyze vehicle movements at the intersection
- d. TEDSI will analyze vehicle delays, if necessary.
- e. TEDSI will analyze vehicle conflicts, if necessary.
- f. Study does not include capacity analysis
- g. Hidalgo County will provide accident reports, if necessary.

**LEFT TURN WARRANT STUDY**

TEDSI shall perform a left turn warrant study at Mile 4 Rd-Bentsen Palm Dr in Hidalgo County Precinct #3. TEDSI will collect the necessary field information to perform the required analyses. A traffic engineering study report will be prepared which will include existing conditions, analysis and recommendations.

724 N. Breyfogle Rd. Mission, TX 78572  
(956) 205-7000  
Fax (956) 205-7009

**Hidalgo County  
Precinct #3**

# Fax

**To:** Rocio Villarreal, Contract Manager      **From:** Norma Ceballos  
Hidalgo County Purchasing Dept.      Hidalgo County Precinct #3

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**Fax:** (956)318-2629      **Pages:** 6

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**Phone:**      **Date:** April 30, 2008

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**Re:** Work Auth. #9 from TEDSI      **CC:**

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For CC approval

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**Urgent**     **For Review**     **Please Comment**     **Please Reply**     **Please Recycle**

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# Hidalgo County Traffic Engineering Services Request Forms

To: TEDSI Infrastructure Group

Address: 1201 E Expressway 83, Mission TX 78572

Contract: #07-051-02-06

From: Hidalgo County Pct # 3

Date: 04-25-2008

Location: Mile 4 Rd at Bentsen Palm Dr

**Problem Statement:** A Left Turn Warrant Study is requested for the intersection of Mile 4 Rd at Bentsen Palm Dr

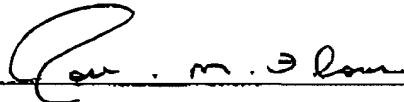
Please forward Work Authorization form at your earliest possible convenience, should you have any questions you may direct them to Mr. Domingo Villarreal.

- Accident Problem
- Stop Sign Warrant
- Signal Warrant
- Requesting 4-way stop
- Speeding Problem
- Constituent Complaint
- Left Turn bay design

**Request:** Traffic Engineering Services

**Acct:** ~~07~~-1203-431-00-123-005-0-334

Authorized by: \_\_\_\_\_



Date: 4-29-2008

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# **TEDSI** INFRASTRUCTURE GROUP

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April 28, 2008

Commissioner Joe M. Flores  
Hidalgo County Precinct #3  
P.O. Box 607  
Mission, Texas 78572

**RE: Hidalgo County Contract #C-07-051-02-06  
Work Authorization # 9 – Left Turn Warrant Study  
Mile 4 Rd at Bentsen Palm Dr**

Dear Commissioner Flores:

TEDSI Infrastructure Group (TEDSI) is pleased to submit this proposal to Hidalgo County Precinct #3 for services relating to a left turn warrant study at the above intersection. It is proposed that this project be performed as part of the existing traffic evergreen contract between TEDSI and Hidalgo County.

TEDSI will perform these services as detailed in the attached "Attachment A" – Scope of Services.

## **SCHEDULE**

This project will require approximately 30 days completing. This timeframe is contingent on Hidalgo County Precinct #3 providing any requested information required to complete this project.

## **COMPENSATION**

The proposed fee is in accordance with our contract fee schedule as defined under Item B of our existing contract. The total lump sum fee is **\$3,000.00**.

If you have any questions or require additional information, please do not hesitate to call.

If it is your desire to proceed with this project, please sign the attached work authorization documents and return for further processing.

Sincerely

TEDSI INFRASTRUCTURE GROUP



Jose A. Sanchez, P.E.  
Project Manager

Attachments: As Stated.

Tel: 956/424-7898 + **TEDSI** + Fax: 956/424-7022

**AI-9115  
PRECINCT NO 3  
CC REGULAR**

**16.D.2.**

**Date:** 05/06/2008

**Submitted By:** Laura Moya, PURCHASING DEPT.

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Prct. 3

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**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for engineering services in connection with Hidalgo County Precinct No 3 Penitas Landfill;

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional engineering services required for the design construction of Hidalgo County Precinct No 3 Penitas Landfill;

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Precinct No 3 Penitas Landfill.

**BACKGROUND**

Scoring grid will be presented at Commissioners' Court.

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-432-00-123-001-0-334

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available balance as of 05/01/08 is \$58,078.57.

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**Attachments**

Link: [backup](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 10:59 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:15 PM | APRV          |
| 3                | Erika Reyna           | Erika Reyna        | 05/01/2008 03:19 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 08:58 AM | APRV          |

5 Court Administrator Monica Badillo 05/02/2008 09:15 AM APRV  
Form Started By: Laura Moya Started On: 04/30/2008 03:54  
Final Approval Date: 05/02/2008 PM

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PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY PRECINCT NO 3**  
FOR  
**Penitas Landfill**

**Scoring & Evaluation**  
**GRID**

**ENGINEERING FIRMS**

| Total Scores   | <b>Quintanilla,<br/>Headley &amp;<br/>Assoc</b> | <b>Cook-Joyce, Inc</b> | <b>Dannenbaum Eng</b> |
|----------------|---|------------------------|-----------------------|
| Scores         | <b>98</b>                                       | <b>100</b>             | <b>98</b>             |
| <b>RANKING</b> |   |                        |                       |

\*SCORING & EVALUATION COMPLETED BY PCT NO 1



COUNTY COMMISSIONER PRECINCT 3  
County of Hidalgo

Joe M. Flores  
County Commissioner Pct. No. 3

MEMORANDUM

**TO:** Laura R. Moya, Buyer II  
Hidalgo County Purchasing Department

**FROM:** Joe M. Flores, Commissioner  
Hidalgo County Precinct #3 *JMF*

**DATE:** April 22, 2008

**RE:** Statements of Qualification Request

Please provide my office with the statements of qualifications for the following three engineering firms.

1. Quintanilla, Headley, and Associates
2. Cook-Joyce, Inc.
3. Damenbaum Engineering

Precinct 3 will evaluate and select one engineering firm for services to the Penitas Landfill.

Thank you and should you have any questions or require additional information, please contact our office at (956)585-4509.

*Sent 4/30*

Office: (956) 585-4509 • Fax: (956) 205-7009  
724 N. Breyfogle • Mission, Texas 78574

**FILED**  
4/22/08  
*JMF*  
3:21 PM

**AI-9082**

**16.E.1.**

**Pct. 4-Invoice Nos. 6849 thru 6852-Quintanilla, Headley & Associates-C-07-131-07-24**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Letty Saenz, PURCHASING DEPT.

**Submitted For:** Letty Saenz

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Prct. 4

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**Information**

**CAPTION**

A. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice No. 6849 in the amount of \$ 6,450.00 in connection with Contract No. C-07-131-07-24 and Work Authorization No. 7 for engineering services for "Mile 20 (Sharp Rd. to Brushline Rd.)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Precinct No. 4

B. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice No. 6850 in the amount of \$ 11,250.00 in connection with Contract No. C-07-131-07-24 and Work Authorization No. 6 for engineering services for "Mile 20 (Sunflower to FM 493)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Precinct No. 4

C. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice No. 6851 in the amount of \$ 1,125.00 in connection with Contract No. C-07-131-07-24 and Work Authorization No. 4 for engineering services for "Roland Drive (Villa Del Mundo Subdivision)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Precinct No. 4

D. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice No. 6852 in the amount of \$ 14,625.00 in connection with Contract No. C-07-131-07-24 and Work Authorization No. 5 for engineering services for "Owassa Road (East of "I" Rd)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Precinct No. 4

**BACKGROUND**

Invoice No. 6849

Invoice No. 6850

Invoice No. 6851

Invoice No. 6852

PO#601678

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1204-431-00-124-007-0-731/734

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Object Code 734 available balance as of 5/2/08 \$323,391.70

Object Code 731 available balance as of 5/2/08 \$268,538.86

PO#601678 available balance as of 5/2/08 \$44,600.00

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**Attachments**

Link: Invoice Nos.  
6849 thru  
6852-Quintanilla.  
Headley & Associates

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**Form Routing/Status**

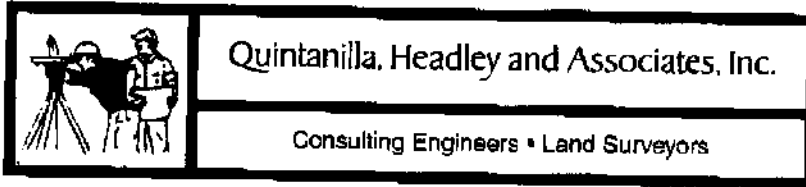
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|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 04/30/2008 11:29 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 04/30/2008 11:54 AM | APRV          |
| 3                | Manuel Chapa          | Manuel Chapa       | 05/02/2008 11:06 AM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 04:17 PM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 04:53 PM | APRV          |

Form Started By: Letty Saenz  
Started On: 04/28/2008 11:50 AM

Final Approval Date: 05/02/2008

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- Municipal Projects
- Subdivisions
- Surveys



Alfonso Quintanilla, P.E., R.P.L.S.  
Eulalio Ramirez, P.E.

124 E. Stubbs, Edinburg, Texas 78539 Phone: (956) 381-6480 Fax: (956) 381-0527

April 25, 2008

Mr. Rumaldo Muñoz  
Accounts Payable Clerk  
Hidalgo County Precinct No.4  
1102 N. Doolittle Road  
Edinburg, Texas 78539

**Re: Paved/Unpaved Roads (Owassa Road, Roland Drive, Mile 20 North)**

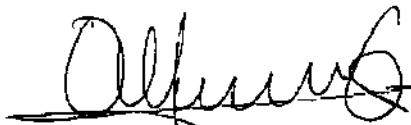
Dear Mr. Muñoz:

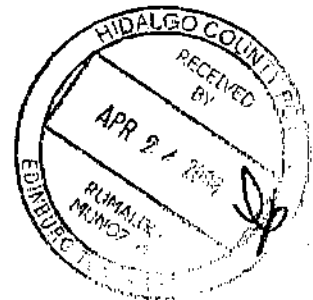
Attached are two sets of the plans for the paving of these roads. Also, enclosed is our invoice for the engineering design portion of the contract.

Please process this request for payment as soon as possible.

Should you have any questions or require additional information, please feel free to call me at 381-6480.

Sincerely,

  
Alfonso Quintanilla, P.E., R.P.L.S.  
President



# COUNTY *of* HIDALGO

OSCAR L. GARZA, JR.

1102 N. DOOLITTLE RD.

EDINBURG, TEXAS 78541

OFFICE: (956) 383-3112

FAX: (956) 381-5905



COUNTY COMMISSIONER, PCT. No. 4

## MEMO

DATE: APRIL 25, 2008  
TO: HIDALGO COUNTY PURCHASING DEPARTMENT  
C/O LETICIA H. SAENZ  
FROM: HIDALGO COUNTY PRECINCT #4 *saenz*  
REF: INVOICES FOR WORK AUTHORIZATION #4, 5, 6 & 7  
C# 07-131-07-24

HIDALGO COUNTY PCT. #4 IS HEREBY REQUESTING THAT THE FOLLOWING INVOICES:

- 1) INV. #6851, WORK AUTHORIZATION #4, IN THE AMOUNT OF \$1,125.00 FOR ROLAND DR. (Villa Del Mundo Sub) ACCOUNT NUMBER 8-1204-431-00-124-007-0-734 &
- 2) INV. #6852, WORK AUTHORIZATION #5, IN THE AMOUNT OF \$14,625.00 FOR OWASSA ROAD (East of I Rd) ACCOUNT NUMBER 8-1204-431-00-124-007-0-731 &
- 3) INV. #6850, WORK AUTHORIZATION #6, IN THE AMOUNT OF \$11,250.00 FOR MILE 20 (Sunflower to F.M. 493) ACCOUNT NUMBER 8-1204-431-00-124-007-0-731 &
- 4) INV. #6849, WORK AUTHORIZATION #7, IN THE AMOUNT OF \$6,450.00 FOR MILE 20 (Sharp Rd. to Brushline Rd) ACCOUNT NUMBER 8-1204-431-00-124-007-0-731 FOR:

QUINTANILLA, HEADLEY & ASSOCIATES, INC. IS PLACED ON THE NEXT COMMISSIONERS' COURT AGENDA.

SHOULD YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT MY OFFICE, THANK YOU

ATTACHMENT:

INV. # 6851, 6852, 6850 & 6849  
P.O. #601678

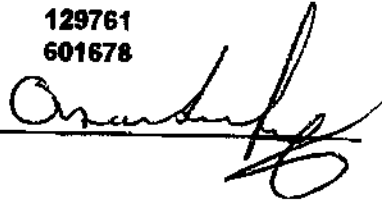

# Quintanilla, Headley & Associates, Inc.

124 E. Stubbs Street  
 Edinburg, Texas 78539  
 PH: 956-381-6480

# Invoice

|           |           |
|-----------|-----------|
| DATE      | INVOICE # |
| 4/24/2008 | 6849      |

|   |
|---|
| BILL TO   |
| Hidalgo County<br>Comm. Oscar L. Garza Jr.<br>2812 S. Business Hwy 281<br>Edinburg, Texas 78539 |

| DESCRIPTION   | AMOUNT  |
|---|---|
| PROJECT: MILE 20 FROM SHARP TO BRUSHLINE-<br>WORK AUTHORIZATION NO. 7<br><br>FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES<br>WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.<br><br>PREPARE PLANS AND SPECIFICATION (DESIGN, GRADING, DRAINAGE)<br><br><br>8-1204-431-00-124-007-0-731<br>Pct. #                   0448<br>Pur. Req. #           129761<br>P.O. #                   601678<br><br>Approved By:  | 6,450.00<br><br><br><br>Rinaldo Munoz Jr   90:   4/24/2008<br><b>GOODS/SERVICES RECEIVED BY:</b><br>Rinaldo Munoz Jr                   4/24/2008<br>Contract #07-131-07-24<br>Work Authorization #7 |
| Thank you for your business!  | <b>Total</b> \$6,450.00   |

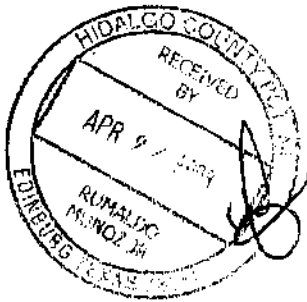
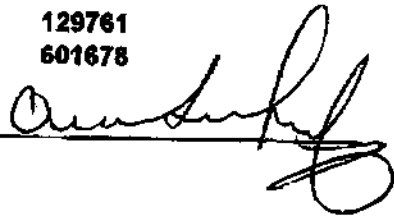
# Quintanilla, Headley & Associates, Inc.

124 E. Stubbs Street  
Edinburg, Texas 78539  
PH: 956-381-6480

# Invoice

| DATE      | INVOICE # |
|-----------|-----------|
| 4/24/2008 | 6850      |

| BILL TO   |
|---|
| Hidalgo County<br>Comm. Oscar L. Garza Jr.<br>2812 S. Business Hwy 281<br>Edinburg, Texas 78539 |

| DESCRIPTION   | AMOUNT  |
|---|---|
| PROJECT: MILE 20 FROM SUNFLOWER TO FM 493 -<br>WORK AUTHORIZATION NO. 6   | 11,250.00   |
| FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES<br>WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.<br><br>PREPARE PLAND AND SPECIFICATIONS (DESIGN, GRADING,<br>DRAINAGE)       |   |
| 8-1204-431-00-124-007-0-731<br>Pct. # 0448<br>Pur. Req. # 129761<br>P.O. # 601678<br><br>Approved By:  | <u>Rumaldo Munoz Jr</u> on: <u>4/24/2008</u><br><b>GOODS/SERVICES RECEIVED BY:</b><br><u>Rumaldo Munoz Jr</u> <u>4/24/2008</u><br><br>Contract #07-131-07-24<br>Work Authorization #6 |
| Thank you for your business!  | <b>Total</b> \$11,250.00  |



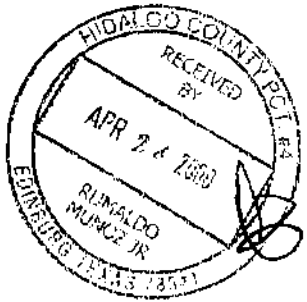
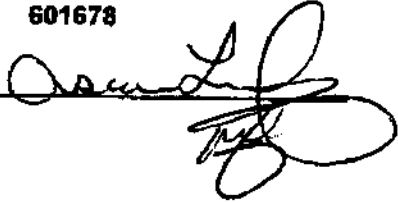
# Quintanilla, Headley & Associates, Inc.

124 E. Stubbs Street  
Edinburg, Texas 78539  
PH: 956-381-6480

# Invoice

| DATE      | INVOICE # |
|-----------|-----------|
| 4/24/2008 | 6852      |

|   |
|---|
| <b>BILL TO</b>  |
| Hidalgo County<br>Comm. Oscar L. Garza Jr.<br>2812 S. Business Hwy 281<br>Edinburg, Texas 78539 |

| DESCRIPTION  | AMOUNT   |
|--|--|
| <b>PROJECT: OWASSA ROAD<br/>WORK AUTHORIZATION NO. 5</b>   | 14,625.00  |
| <b>FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES<br/>WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.</b> |  |
| <b>PREPARE PLANS AND SPECIFICATIONS (DESIGN, GRADING,<br/>DRAINAGE)</b>  |  |
| <b>8-1204-431-00-124-007-0-731</b>   |  |
| <b>Pct. # 0448</b>   | <b>Rumaldo Munoz Jr on: 4/24/2008</b>  |
| <b>Pur. Req. # 129761</b>  | <b>GOODS/SERVICES RECEIVED BY:</b>   |
| <b>P.O. # 601678</b>   | <b>Rumaldo Munoz Jr 4/24/2008</b>  |
| <b>Approved By: </b>              | <b>Contract #07-131-07-24</b>  |
|  | <b>Work Authorization #5</b>   |
| Thank you for your business!   | <b>Total \$14,625.00</b>   |



# Purchase Order

## COUNTY OF HIDALGO

PO#: 601678

DATE: 04/08/08

Page No 1 Of 2

VENDOR: 154024      REQ:00129761  
 Phone:              Email:  
 QUINTANILLA, HEADLEY AND ASSOCIATES, INC  
 124 EAST STUBBS STREET  
 EDINBURG TX 78539

BUYER:  
 SHIP TO: HIDALGO CO. PCT 4  
 1102 N. DOOLITTLE RD.  
 EDINBURG TX 78539

Vendor Acct:

CONTACT:  
 SITE: HIDALGO CO. PCT 4  
 Contract No:

Special Instructions:

PCT. REQ #0448

**VENDOR NOTES**

1. DO NOT ADD TO, OR ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
2. TAX EXEMPTION: THIS PURCHASE ORDER MAY BE ACCEPTED IN LIEU OF EXEMPTION CERTIFICATE.
3. THIS ORDER IS ALSO PLACED F.O.B. DESTINATION. VENDOR MUST REPAY ALL SHIPPING COSTS.
4. INVOICE EACH PURCHASE ORDER SINGLY. ORIGINAL INVOICES ARE REQUIRED. CUSTOMER COPY MAY BE ACCEPTED. OUT NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, AND PACKAGES.
5. PAYMENT WILL BE MADE ONLY FOR A BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

| QUANTITY | UOM | DESCRIPTION  | UNIT PRICE                    | AMOUNT    |
|----------|-----|--|-------------------------------|-----------|
|          |     | DO NOT DUPLICATE ORDER   |                               |           |
|          |     | C-07-131-07-24 EXP UPON COMPLETION<br>APPROVED COMMISSIONERS COURT OF APRIL 07, 2008, AGENDA<br>ITEM #AI-8698  |                               |           |
| 1        | LOT | WORK AUTHORIZATION #4 ROLAND DR. (@ VILLA DEL MUNDO SUB.)<br>****GASB RD ID# 2560 (ROLANDO DR.) APPROXAMITLY<br>.02702591616 MILE BY 24 L.F.             | 1,500.00<br><i>6,125.00</i>   | 1,500.00  |
| 1        | LOT | WORK AUTHORIZATION #5 OWASSA ROAD (WEST OF I ROAD TO<br>2,640.00 L.F.)<br>****GASB RD. ID# 1680, APPROXAMITLY 2,640.00 L.F. BY 24.00<br>L.F.***          | 19,500.00<br><i>14,625.00</i> | 19,500.00 |
| 1        | LOT | WORK AUTHORIZATION #6 MILE 20 ROAD (SUNFLOWER TO F.M. 493)<br>****GASB RD. ID# 2365, (MILE 20 N.) APPROXAMITLY 2,640.00<br>L.F. BY 24.00 L.F.****        | 15,000.00<br><i>11,250.00</i> | 15,000.00 |
| 1        | LOT | WORK AUTHORIZATION #7 MILE 20 (SHARP ROAD TO BRUSHLINE<br>ROAD)<br>****GASB RD. ID# 2366, (MILE 20 N.) APPROXAMITLY .274301958<br>MILE BY 24.00 L.F.**** | 8,600.00<br><i>6,450.00</i>   | 8,600.00  |
|          |     | REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233   |                               |           |

Authorized by:

*Martina S. Salazar*



# Purchase Order COUNTY OF HIDALGO

PO#: 601678

DATE: 04/08/08

Page No 2 Of 2

VENDOR: 154024      REQ:00129761

Email:

BUYER:

Phone:

SHIP TO: HIDALGO CO. PCT 4  
1102 N. DOOLITTLE RD.  
EDINBURG TX 78539

QUINTANILLA, HEADLEY AND ASSOCIATES, INC  
124 EAST STUBBS STREET  
EDINBURG TX 78539

Vendor Acct:

CONTACT:

SITE: HIDALGO CO. PCT 4

Special Instructions:

Contract No:

PCT. REQ. #0448

**VENDOR NOTES**

1. DO NOT ADD TO, OR ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
2. TAX EXEMPTION: THIS PURCHASE ORDER MAY BE ACCEPTED IN LIEU OF EXEMPTION CERTIFICATE.
3. THIS ORDER IS ALSO PLACED F.O.B. DESTINATION. VENDOR MUST REPAY ALL SHIPPING COSTS.
4. INVOICE EACH PURCHASE ORDER SINGLY. ORIGINAL INVOICES ARE REQUIRED. CUSTOMER COPY MAY BE ACCEPTED. OUT NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, AND PACKAGES.
5. PAYMENT WILL BE MADE ONLY FOR A BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

| QUANTITY | UOM | DESCRIPTION                          | UNIT PRICE | AMOUNT    |
|----------|-----|--------------------------------------|------------|-----------|
|          |     | Total                                |            | 44,600.00 |
|          |     | *****<br>For Hidalgo County use only |            |           |
|          |     | 8-1204-431-00-124-007-0-731          | 43,100.00  |           |
|          |     | 8-1204-431-00-124-007-0-734          | 1,500.00   |           |
|          |     | Approved _____                       |            |           |

Authorized by:

*Martina R. Salazar*



**HIDALGO COUNTY PRECINCT #4**

**COMMISSIONER OSCAR L. GARZA JR.  
1102 N. DOOLITTLE ROAD  
EDINBURG, TEXAS 78541**

OFFICE (956) 383-3112

FAX (956) 381-5905

**FAX TRANSMITTAL**

TO: LETICA SAENZ  
Hidalgo County Purchasing Department

FAX NO. (956)-292-7612 OR 318-2629

NO. OF PAGES: 9 (INCLUDING COVER PAGE)

FROM: RUMALDO MUNOZ JR.  
ACCTS. PAYABLE CLERK

DATE: 4/25/2008

TIME: 2:00 AM. / P.M.

COMMENTS: PLEASE PLACE ON THE NEXT C.C. COURT

**Any ? call me Thanks Rumaldo Munoz Jr.**

Confidentiality Notice

This facsimile transmission (and/or the document accompanying it) may contain confidential information belonging to the sender. The information is intended only for the use of the individual of entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is strictly prohibited. If you have received this information in error, please notify us immediately by collect telephone call to arrange for the return of these documents.

AI-9096

16.F.1.

**Oral Contraceptives for Health Dept.**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Gricelda Villarreal, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department                      **Purchasing only:** Health & Human Services Dept.

**Information**

**CAPTION**

Presentation for discussion, consideration and approval for Hidalgo County to exercise the option to renew for an additional one (1) year term (as provided in current contract) with Anda, Inc. for Oral Contraceptives for the Department of Health & Human Services (Health Dept. Division) under additional discounted pricing (as offered by vendor) as attached hereto.(C07-178-05-15)

**BACKGROUND**

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1293-441-00-340-005-0-604

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Currently have open PO# 601519 with \$10,000.00 available as of 5/02/08. Funding available in account as of 5/02/08.

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-441-00-340-003-0-604

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Currently have open PO# 601519 with \$45,500.00 available as of 5/02/08. Available balance in account is \$52,715.71 as of 5/02/08.

**Attachments**

Link: [Recommendation Letter](#)

Link: [Extension Letter](#)

Link: [Current Contract](#)

**Form Routing/Status**

| Route Seq | Inbox                 | Approved By   | Date                | Status |
|-----------|-----------------------|---------------|---------------------|--------|
| 1         | Purchasing Department | Marty Salazar | 05/01/2008 10:25 AM | APRV   |
| 2         | Budget & Management   | Dina Trevino  | 05/01/2008 10:26 AM | APRV   |

|   |                     |               |                     |      |
|---|---------------------|---------------|---------------------|------|
| 3 | Manuel Chapa        | Manuel Chapa  | 05/02/2008 09:23 AM | APRV |
| 4 | Auditor's Office    | Linda Fong    | 05/02/2008 04:19 PM | APRV |
| 5 | Court Administrator | Angela Garcia | 05/02/2008 04:53 PM | APRV |

Form Started By: Gricelda Villarreal      Started On: 04/30/2008 09:09 AM

Final Approval Date: 05/02/2008

---

Josefina Escalante wrote:

Cris Villarreal wrote:

Josie, please relate this message to Mr. Olivarez,

Mr. Olivarez,

After reviewing the contract between Hidalgo County and Anda, Inc., we noticed that the contract has an additional one year option to extend and renew, under the same rates, terms and conditions. We also received a letter from Anda, Inc. regarding their willingness to renew the current contract for the additional year and also offering us the product at a lower (discounted) price per case of \$78.40 (current bid price of \$92.40).

It is my understanding that after discussing the situation with Marty, you still feel that we can get better pricing by going out for bids.

I have researched the previous bid and it clearly shows that the other participating (all local) vendors that submitted bids were still higher than the current price.

Given all of the ongoing communication, the time frame to proceed to advertise, receive, tabulate and award, the bid has been considerably shortened. Thus, we find it necessary to recommend to Commissioner's Court for their consideration and action to exercise a 60-day extension at the current price, so as to have no lapse in service while the procurement process is completed.

If you still wish to recommend for us proceed with the advertising a Request for Bids, please Acknowledgment by signing below and return to us by via fax to: 292-7612 or email to: [cris.villarreal@co.hidalgo.tx.us](mailto:cris.villarreal@co.hidalgo.tx.us) <<mailto:cris.villarreal@co.hidalgo.tx.us>>

Signed by: \_\_\_\_\_


Mr. Eduardo Olivarez, Chief Administrative Officer

Cris, Mr. Olivarez would like to extend the current Anda contract for an additional year with the \$78.40 proposed price. If you need additional information please let me know. Thank you for your assistance. Josie

Recommending to extend for one year.

4/30/08

Date

  
\_\_\_\_\_  
Eduardo Olivarez, Chief Administrative Officer

Mode: **Entry**

PO Number 501519 Vendor No 287539  
 PO Date 04-07-2008 Vendor Name ANDA, INC.  
 Requisition No 00130003 Address 2915 WESTON ROAD  
 Owner JESCALANTE WESTON, FL 33331  
 PO Type

PO Total 99,600.00  
 Payment Total

| Detail                      | Header                                 | Payment Info | Journals  |              |                  |
|-----------------------------|--|--------------|---|--------------|------------------|
|                             |  |              |   | Quantity     |                  |
| Line No                     | Ordered                                | Received     | Description                                     | Unit Price   | Amount           |
| 1                           | 1200                                   |              | Tri-Previfem Oral Contraceptive 6x28 tabs, TEVA | 83.000       | 99,600.00        |
| 2                           | 1                                      | 0            | 04/21/08 PARTIAL LIQ P.O. B#1599 \$44,100 ERC   |              | .00              |
|                             |  |              |   | <b>Total</b> | <b>99,600.00</b> |
| Account Number              | Description                            | Amount       | Amount Liq                                      |              |                  |
| 8-1293-441-00-340-005-0-604 | H.D. ADM-CHEM,DRUGS,MEDS & LAB SUPPL   | 10,000.00    | .00   |              |                  |
| 8-1100-441-00-340-003-0-604 | HEALTH CLINICS-CHEM,DRUGS,MEDS & LAB S | 89,600.00    | 44,100.00                                       |              |                  |



April 23, 2008

Martha Salazar  
Hidalgo County Purchasing Agent  
County of Hidalgo  
100 W Cano, 4<sup>th</sup> Floor, Adm. Bldg.  
Edinburg, TX 78539

Re: Bid No. 07-072-04-04 Hidalgo County Health Dept (Extension)

Dear Ms. Salazar,

Anda is pleased to renew our previous Bid for Hidalgo County's RFB for Ortho Tri-Cyclen for Twelve (12) months ending May 15<sup>th</sup> 2009. We can supply Hidalgo County with the following AB rated generic for Ortho Tri-Cyclen.

| Anda Item# | Generic Description        | Size | Manufacturer | NDC #       | Price |
|------------|----------------------------|------|--------------|-------------|-------|
| 317967     | TRI-PREVFEM 0.180/0.035 MG | 6X28 | TEVA         | 00093531581 | 78.40 |

Anda will ship all orders FOB Destination within 24 hours from receipt of order. Pricing will remain fixed for the period of the contract unless a manufacturer's price increase occurs, at which time we will provide Hidalgo County with 30 day notice of the increased price.

Please accept this letter as Anda's complete response for the renewal. We look forward to continuing to supply Tri-Previfem to the Hidalgo County Health Department.

Sincerely,

A handwritten signature in black ink, appearing to read "P. Starfas", written over the word "Sincerely,".

**Peter Starfas**  
Executive Director, Contracts & Pricing  
Anda Inc.

**REQUIREMENTS AGREEMENT**  
**C-07-178-05-15**

THIS AGREEMENT (the "Agreement") is entered into effective as of the 15<sup>th</sup> day of **May, 2007** by and between **Anda, Inc.**, a Florida Corporation ("Seller") and **Hidalgo County Health Department in Hidalgo County, Texas** ("Buyer").

WHEREAS, Buyer has solicited proposals for the supply of its requirements of "**Oral Contraceptive**" as further described in Exhibit "A" which are attached hereto and incorporated herein by reference for all purposes (the "Products") for a period of one year; and

WHEREAS, Seller has submitted a proposal to supply Buyer's requirements; and

WHEREAS, Buyer has determined that Seller has submitted the lowest and best bid to meet Buyer's requirements for certain of the Products, as herein after described.

NOW THEREFORE, for and in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Buyer agrees to purchase from Seller, and Seller agrees to sell to Buyer, all of the Products that Buyer may require for use by Buyer in "**Oral Contraceptive**" to the **HIDALGO COUNTY HEALTH DEPARTMENT** for a period of one year from **MAY 15, 2007 TO MAY 15, 2008** and it is agreed that the Products will meet the specifications set forth in Exhibit "A" hereto.
2. When Buyer determines that it needs a quantity of the Products to be delivered, it will, according to its Purchasing Policies, complete and submit to Seller a Purchase Order describing the type and quantity of the Products required. The Products are to be delivered by Buyer to the location in Hidalgo County specified by Buyer in its Purchase Order.
3. Buyer agrees to pay Seller for each Purchase Order based on the prices set out in Exhibit "B". Seller shall render invoices for each Purchase Order, and the invoices shall be paid by Buyer on or before the 30th day following receipt of the invoice.
4. General Provisions.
  - a. **Conflict with Applicable Law.** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this Agreement and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment thereof,

contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

b. **No Waiver.** No waiver by Buyer of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

c. **Entire Agreement.** This Agreement contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by Buyer and Seller, and not otherwise.

d. **Texas Law to Apply.** This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

e. **Notice.** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to Buyer: Hidalgo County  
Attention: County Judge  
100 E. Cano, 2nd Floor  
Edinburg, Texas 78539

If to Seller: Anda, Inc..  
Attention: Peter Starfast  
2915 Wesston Road  
Weston, Fl. 33331

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the Unites States mail.

f. **Termination:** This Agreement may be terminated by either party without

cause upon thirty (30) days written notice.

g. **Additional Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

h. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

i. **Assignment.** This Agreement shall not be assignable.

j. **Headings.** The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.

k. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate

l. **Authority to Execute.** The execution and performance of this Agreement by Buyer and Seller have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of Buyer and Seller in accordance with its terms.

m. **Insurance.** Company shall provide, to the extent it deems necessary, insurance in force on all persons connected with providing services under this Contract naming County as an additional insured, and shall furnish to County certificates of such insurance coverage.

n. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon ninety (90) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. § 271.903 (Vernon Supp. 1996).


o. **Purchasing Ethics.** Seller represents and warrants it has not, during the process of being awarded this contract violated the following ethical standards of Buyer and, upon and after the execution of this Agreement, agrees to abide by the following ethical standards of Buyer:

(1) It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of Hidalgo County, or for any elected official, department head or employee or former elected official, department head or employee of Hidalgo County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an officer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advise, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor pending before any department or agency of Hidalgo County.


(2) It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for Hidalgo County, or any person associated therewith, as an inducement for the award of a subcontract or order.

EXECUTED effective as of the day and year first above written.

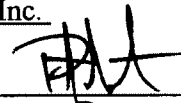
HIDALGO COUNTY

By:   
Juan D. Salinas, III, County Judge

ATTEST:

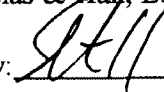
  
Arturo Guajardo, Jr. County Clerk

Anda, Inc.

By:   
Title: SR. DIRECTOR CONTRACT PRICING

Commissioners' Court May 15, 2007

APPROVED AS TO FORM  
Atlas & Hall, L.L.P.

By:   
\_\_\_\_\_

**AI-9133**  
**HEALTH DEPARTMENT - SOQ**  
**CC REGULAR**

**16.F.2.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department  
**Purchasing only:** Health & Human Services Dept.

---

**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for architectural services in connection with Hidalgo County Health & Human services for health clinic renovations.

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of Architects in connection with professional architectural services required for the renovation of Hidalgo County Health & Human Services Health Clinic.

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional architectural services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of architectural services for Hidalgo County Health & Human Services.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008  
**FUNDS AVAILABLE Y/N?:** Y

**ACCT. #:** Various accts 452-->334  
**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

For funding availability please see the attached expense report dated 5/2/08.

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**Attachments**

Link: [Agenda 9133](#)  
Link: [expense report](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 03:01 PM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 04:07 PM | APRV          |
| 3                | Manuel Chapa          | Manuel Chapa       | 05/02/2008 10:20 AM | APRV          |

|   |                     |               |                     |      |
|---|---------------------|---------------|---------------------|------|
| 4 | Auditor's Office    | Linda Fong    | 05/02/2008 04:24 PM | APRV |
| 5 | Court Administrator | Angela Garcia | 05/02/2008 04:54 PM | APRV |

Form Started By: Laura Moya  
Started On: 05/01/2008 09:21 AM

Final Approval Date: 05/02/2008

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PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY HEALTH & HUMAN SERVICES  
FOR  
HEALTH CLINIC RENOVATION**

**Scoring & Evaluation  
GRID**

**ARCHITECT FIRMS**

| Total Scores   | <b>VA<br/>ARCHITECT</b> | <b>RIKE ODGEN</b> | <b>IDEA GROUP</b> |
|----------------|-------------------------|-------------------|-------------------|
| Evaluator #1   | <b>71</b>               | <b>68</b>         | <b>52</b>         |
| Evaluator #2   | <b>75</b>               | <b>65</b>         | <b>50</b>         |
| Evaluator #3   | <b>75</b>               | <b>70</b>         | <b>50</b>         |
| <b>RANKING</b> |                         |                   |                   |

\*SCORING & EVALUATION COMPLETED BY HEALTH DEPT

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01B

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account Number / Description</u>                                | <u>Original Budget</u> | <u>Adjusted Budget</u> | <u>Y-T-D Encumbrance</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|--|------------------------|------------------------|--------------------------|-----------------------|--------------------------|---------------------|
| <b>1334 CERT OF OBLIG,SERIES 2004</b>                              |                        |                        |                          |                       |                          |                     |
| 8-1334-441-00-340-021-0-452 C.O.,2004-H/D PHARR-BLDG ADD & RENOV   | .00                    | 79,400.00              | .00                      | .00                   | 79,400.00                | .00                 |
| 8-1334-441-00-340-022-0-452 C.O.,2004-H/D EDBG-BLDG ADD & RENOV    | .00                    | 159,776.83             | .00                      | 950.00                | 158,826.83               | .59                 |
| 8-1334-441-00-340-023-0-452 C.O.,2004-H/D MCALLN-BLDG ADD & RENOV  | .00                    | 30,631.00              | .00                      | .00                   | 30,631.00                | .00                 |
| 8-1334-441-00-340-024-0-452 C.O.,2004-H/D WSLC-BLDG ADD & RENOV    | .00                    | 38,582.45              | .00                      | .00                   | 38,582.45                | .00                 |
| 8-1334-441-00-340-030-0-452 C.O.,2004-H/D MISSION-BLDG ADD & RENOV | .00                    | 64,547.00              | .00                      | .00                   | 64,547.00                | .00                 |
| 8-1334-441-00-340-034-0-452 C.O.,2004-H/D ELSA-BLDG ADD & RENOV    | .00                    | 43,021.00              | .00                      | .00                   | 43,021.00                | .00                 |
| 8-1334-441-00-340-035-0-452 C.O.,2004-H/D HIDALGO-BLDG ADD & RENOV | .00                    | 17,191.00              | .00                      | .00                   | 17,191.00                | .00                 |
| <b>1334 CERT OF OBLIG,SERIES 2004</b>                              | <b>.00</b>             | <b>433,149.28</b>      | <b>.00</b>               | <b>950.00</b>         | <b>432,199.28</b>        | <b>.22</b>          |
| <b>8 YEAR</b>  | <b>.00</b>             | <b>433,149.28</b>      | <b>.00</b>               | <b>950.00</b>         | <b>432,199.28</b>        | <b>.22</b>          |

**AI-9093**

**16.G.1.**

**Purchase of two (2) Cargo Vans  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Roli Flores, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** WIC

**Information**

**CAPTION**

Requesting authority for Hidalgo County to purchase "Two(2) New 2008 Ford Cargo Vans" through the County's participation/membership with TASB Buyboard's awarded vendor Philpott Motor Company, Port Neches, Texas, (purchase price) \$50,718.00+\$400.00 (Buyboard adm. fee)=\$51,118.00 (total price).

**BACKGROUND**

Proposal from Vendor.  
Ok by department WIC Program Director

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1292-441-00-350-001-8-741

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Funding provided by Margarita Gonzalez 956 381-4646. These vehicles are not under the Vehicle Replacement Program.  
Available Balance as of 5-2-08 \$100,000.00.

**Attachments**

Link: [back up](#)

**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/02/2008 11:32 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/02/2008 01:47 PM | APRV          |
| 3                | Ivan Cantu            | Ivan Cantu         | 05/02/2008 01:55 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 04:18 PM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 04:53 PM | APRV          |

Form Started By: Roli Flores

Started On: 04/29/2008 03:12 PM

Final Approval Date: 05/02/2008

Hidalgo County WIC Program  
3105 W. University Drive  
Edinburg, Texas 78539



Norma L. Longoria, MS, LD  
WIC Director

### Fax Cover Sheet

Date: 4/15/08

Time: 4:30

Please deliver the following pages:

To: Rolando

From: Margaret

Fax Number: 292-2512

Total Number of Pages: 2 (including cover sheet)

Re: \_\_\_\_\_

If you do not receive all the pages, or if there is a problem, please call back within five minutes.

Contact Number: (956) 381-4646

Fax Number: (956) 381-0017

Message: \_\_\_\_\_

This message is intended only for the use of the individual or entity to which it is addressed, and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, or hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original message to us at the above address via the U.S. Postal Service. Thank you.

**CUSTOMIZED PRODUCT PRICING SUMMARY BASED ON CONTRACT**  
**VEHICLES**  
**BUYBOARD #281-07**

End User: HIDLAGO COUNTY WIC PROGRAM Philpott Rep: ALAN WILEY

Contact: ROLANDO FLORES Date: 15-Apr-08

Product Description: FORD CARGO VAN

A. Bid Series: 32 A. Base Price: \$ **17,371.00**

**B. Published Options [Itemize each below]**

| Code | Options              | Bid Price   | Code | Options                        | Bid Price |
|------|----------------------|-------------|------|--------------------------------|-----------|
|      | V8 GAS AUTOMATIC     | INCL        | 173  | REAR CARGO DOOR GLASS          | \$ 56.00  |
|      | TILT STEERING WHEEL  | INCL        | 924  | PRIVACY GLASS TINT             | \$ 276.00 |
|      | FRONT A/C AND HEAT   | INCL        | 525  | SPEED CONTROL                  | \$ 225.00 |
|      | SPARE TIRE AND WHEEL | INCL        |      | FUEL DESTINATION SURCHARGE     | \$ 920.00 |
|      | AM-FM RADIO          | INCL        |      | AS OF 10-08-07                 |           |
|      | VINYL BUCKET SEATS   | INCL        | 90F  | POWER WINDOWS-LOCKS            | FREE      |
|      | DELIVERY             | INCL        |      | INCLUDES REMOTE KEYLESS        |           |
| 99P  | 6.0L DIESEL UPGRADE  | \$ 5,797.00 |      | ENTRY & PANIC ALARM            |           |
| 44B  | 5-SPEED AUTOMATIC    | \$ 361.00   |      |                                |           |
|      | REQUIRED WITH DIESEL |             |      | 2008 ORDER DEADLINE IS 4-18-08 | NOTE      |
| 585  | AM-FM CD             | \$ 258.00   |      | OR SOONER, I CAN PREORDER      | NOTE      |
|      |                      |             |      | THESE VANS WHILE YOU GET       | NOTE      |
|      |                      |             |      | YOUR PURCHASE ORDER READY      | NOTE      |

Total of B. Published Options: \$ **7,893.00**

**C. Unpublished Options [Itemize each below, not to exceed 25%]** \$= 0.4 %

| Options      | Bid Price | Options                           | Bid Price |
|--------------|-----------|-----------------------------------|-----------|
| BACKUP ALARM | \$ 95.00  | ESTIMATED DELVIERY IN 90-120 DAYS |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |
|              |           |                                   |           |

Total of C. Unpublished Options: \$ **95.00**

D. Contract Price Adjustment: \_\_\_\_\_

E. Delivery Charges: 0 miles @ \$ .93/mile \$ **-**

F. Total of A + B + C + D + E = F \$ **25,359.00**

G. Quantity Ordered 2 x F = \$ **50,718.00**

H. BUYBOARD Administrative Fee \$400.00 PER PURCHASE ORDER \$ **400.00**

L. Non-Equip Charges & Credits Normal Lingua 4/15/08

**AI-9095**

**16.G.2.**

**Leveling and Roof Repair for McAllen and Progreso WIC Clinics  
CC REGULAR**

**Date:** 05/06/2008  
**Submitted By:** Oscar Garza, PURCHASING DEPT.  
**Submitted For:** Marty Salazar  
**Department:** PURCHASING DEPT.  
**Agenda Area:** Purchasing Department **Purchasing only:** WIC

**Information**

**CAPTION**

Presentation for dicussion, consideration and approval to seek proposals from:  
A. Job order contractors and/or construction services awarded vendors (through the County's membership/participation with state, cooperative purchasing programs or interlocals) or;  
B. Advertise sealed bids with local contractors; for the provision of labor and materials to include re-leveling, replacement of roof and any other accessories as may be needed for project #08-118 for WIC Clinics located in the City of McAllen and Progreso.

**BACKGROUND**

Due to time and wear, both clinics have damaged roofs and have severe leaks everytime it rains; however in order to repair the roof it is imperative that a complete leveling of the sturctures be done. Available funds for this project are in the amount of \$20,869.00 under Acct. #8-1292-441-00-350-001-8-431

**Fiscal Impact**

**FISCAL YEAR:** 2008 **ACCT. #:** 8-1292-441-00-350-001-8-431  
**FUNDS AVAILABLE Y/N?:** Y **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

As per WIC the available funds are in the amount of \$20,869.00 as of 5-2-08 under Acct. #8-1292-441-00-350-001-8-431. These are funds have been made availalbe for proposed project #08-118.

**Attachments**

Link: [#08-118](#)  
Link: [9095](#)

**Form Routing/Status**

| Route Seq | Inbox                 | Approved By   | Date                | Status |
|-----------|-----------------------|---------------|---------------------|--------|
| 1         | Purchasing Department | Marty Salazar | 05/01/2008 11:11 AM | APRV   |
| 2         | Budget & Management   | Dina Trevino  | 05/02/2008 01:47 PM | APRV   |
| 3         | Ivan Cantu            | Ivan Cantu    | 05/02/2008 03:16 PM | APRV   |
| 4         | Auditor's Office      | Linda Fong    | 05/02/2008 04:19 PM | APRV   |

5 Court Administrator Angela Garcia 05/02/2008 04:53 PM APRV

Form Started By: Oscar Garza Started On: 04/29/2008 05:16 PM

Final Approval Date: 05/02/2008

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# C O U N T Y *of* H I D A L G O

*Women, Infants and  
Children Nutrition Program*

3105 W. University Dr.  
Edinburg, Texas 78539  
(956) 381-4646  
(956) 380-4056 Fax

To: Mr. Oscar Garza, Procurement Specialist  
Hidalgo County Purchasing Department

From: Norma L. Longoria, WIC Director *NLL*  
Hidalgo County WIC Program

Date: April 29, 2008

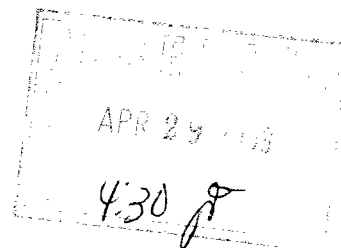
RE: Leveling, Roof Repair and Renovations to McAllen & Progreso WIC

---

I would like assistance with the proposed building located at the McAllen and Progreso WIC Clinics. Due to the recent rain, it has caused quite an inconvenience and I would like to take care of this situation. I want to place this on the agenda this week; requesting the following:

- A. Approval to go out on bids and /or
- B. Request for JOC/State Cooperative Contractors

WIC Account: 8.1292.441.00.350.001.8.431 – Amount available is 20,869.00



Hidalgo County Instant Messaging Client

Alma Ybarra [10:33 AM]:

Marty..I spoke to Javier in reference to those buildings u asked me..and he said that yes we have work orders pending on them..but that we're not going to do them because it's not a patching job, it's the whole roof on both locations..he said that he has all the information and he will meet with u later today....

Martha Salazar [10:35 AM]:

**AI-9156**

**16.G.3.**

**Standing Item-New or On-going Construction, Repairs, Renovations, Breakdowns or Events**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Marty Salazar, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department                      **Purchasing only:** Buildings & Grounds

---

**Information**

**CAPTION**

Presentation for discussion, consideration and applicable action (if necessary) including, but not limited to the following:

- A. Hidalgo County Courthouse and/or former Administration Building (100 E. Cano location);
  1. Courtroom dry-out, asbestos abatement/remediation and build-back of 93rd, 275th, 370th State District Courts, County Court at Law #5 and surrounding areas;
  2. Courthouse chiller repair requiring the necessity to obtain temporary 150 ton rental chiller and chilled water circulating pump at price of \$3,750.00/week through County's contracted vendor Toromont;
  3. Courthouse chiller repairs (o ring replacement) through County's contracted vendor Toromont;
- B. Other on-going county-owned building construction, renovation and/or repair projects;
- C. Emergency situations occurring since last agenda meeting.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1334-412-00-220-010-0-431

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available balance in account is \$27,075.28 as of 5/2/08. PO 602175 has \$45,968.91 available for the abatement the 93rd, 275th and the 370th District Courts. PO 601913 has \$248,237.86 available for the "build-back" of the 93rd, 275th and the 370th District Courts.

As per phone conversation with Marty S. @ Purchasing, estimated costs for the CCL #5 is \$44,000.00 for the abatement, \$10,000.00 for the dry-out, and \$123,000.00 for the "build-back". Total cost of \$177,000.00.

There is not currently enough funding for the CCL#5 project. Funding may be attained at a later date, pending funds from insurance.

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-419-40-220-001-0-431

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Available balance is \$131,063.50 as of 5/2/08.

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**Attachments**

Link: [Chillers](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>                       | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|------------------------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department (Originator) | Marty Salazar      | 05/02/2008 02:48 PM | APRV          |
| 2                | Budget & Management                | Dina Trevino       | 05/02/2008 03:03 PM | APRV          |
| 3                | Dale Kennan                        | Dale Kennan        | 05/02/2008 04:35 PM | APRV          |
| 4                | Auditor's Office                   | Linda Fong         | 05/02/2008 05:24 PM | APRV          |
| 5                | Court Administrator                |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Marty Salazar  
Started On: 05/02/2008 01:59 PM

Final Approval Date: 05/02/2008

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## Martha Salazar

---

**From:** Daniel Flores [daniel.flores@co.hidalgo.tx.us]  
**Sent:** Thursday, May 01, 2008 5:00 PM  
**To:** Valde  
**Cc:** Martha Salazar; Roy Quintanilha; Oscar Garza  
**Subject:** courthouse chiller

The older chiller is leaking water and had to be shut down. Toromont our contractor has been called and had advised that the o'rings must to be changed. I must advise everyone that the Courthouse will be functioning on one chiller only for approximately 2 weeks depending on the parts availability. The possibility of an external portable chiller is possible if current chiller doesn't handle the load.

THE STATE OF TEXAS     §  
  §  
COUNTY OF HIDALGO     §

**SERVICE CONTRACT**  
**C-06-120A-05-30**

THIS CONTRACT is made and entered into this 30<sup>th</sup> day of **May, 2006** by and between the **County of Hidalgo, Texas** ("County"), and **Toromont Energy Systems, Inc., a Delaware Corporation**("Company")(**Primary Vendor**)

WHEREAS, Company responded to request for bids for “**Service and Repair of all HVAC Equipment**” (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Service to locations within Hidalgo County for “**Service and Repair of all HVAC Equipment**” . This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in

**HIDALGO COUNTY BUILDING AND GROUNDS**  
**“Service and Repairs of all HVAC Equipment”**  
**Bid No.: 06-120-05-17-jmt**

**SPECIFICATIONS, REQUIREMENTS AND OTHER TERMS & CONDITIONS**

**Scope of Services:**

The requirements service and repairs contract will encompass all services project-related Chillers, Regular HVAC Equipment and delivery parts to the Hidalgo County including, but not limited to, the following:

**Requirements:**

- The service contract will be on an Hourly/Time repair rate which commences upon arrival at the job site.
- Vendor will respond for service within a two (2) hour minimum to a four (4) hours maximum time frame.
- All repair services and parts (with mark up rate), will be on an “As-Needed Basis Only” There is no guaranteed annual volume, for either services or parts.
- Vendor will provide original equipment manufacturer (OEM) repair parts.
- Vendor must have sufficient Certified HVAC personnel staff, with a minimum of four (4) years experience, assignee to Hidalgo County service contract. The County requires a minimum of two certified HVAC personnel and at least two assistants.
- Vendor must stock the necessary parts and supplies, or be able to provide said items within 24 hours.
- In the event of complete chiller failure, and at the request and final approval of the Hidalgo County Building and Grounds Director, contractor should have the ability to quickly provide portable air conditioning or other types of emergency equipment until chiller is fully operational. Vendor will supply Hidalgo County with a bid for portable air conditioning equipment.
- Vendors must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. Hidalgo County will make the final determination as to the vendors’s ability.
- All products and/or services furnished under this RFB shall be warranted by the vendor to be free from defects and fit for the intended use.
- 1. The awarded vendor shall observe and obey all laws, ordinances, rules and regulations of the Federal, State and local government which may be applicable to the supply of these products and/or services.
- Vendor shall possess at the time of opening of the RFB all necessary permits of licenses required for the sale of these products and/or services. This section will contain any licenses, certifications and assurances as required by Hidalgo County, the State of Texas, the Original Equipment Manufacturer, etc. ensuring the vendor (s) is an authorized distributor.
- Vendor (s) will provide and maintain all the required Insurance and/or Bonds as described and listed in:  
**Insurance Requirements: See Exhibit “C” attached hereto.**

WITNESS our hands in duplicate originals this \_\_\_\_ day of \_\_\_\_\_, 2005.

Approved by Commissioners Court on, May 30, 2006

APPROVED AS TO FORM:

*Atlas & Hall, LLP*  
By: *AH*  
Atlas & Hall, LLP

ATTEST:

*Eddie Trevino*  
EDDIE TREVINO, County Clerk

COUNTY OF HIDALGO

By: *Ramon Garcia*  
Ramon Garcia, County Judge

Approved by Commissioners Court  
5-30-06

COMPANY: Toromont Energy Systems, Inc.

By: *Leonel Laurel*  
Printed Name: LEONEL LAUREL  
Title: Account REPRESENT.



PURCHASING DEPARTMENT  
County Of Hidalgo

June 27, 2007

Mr. Leonel Laural  
Toromont Energy systems, Inc.  
PO Box 260910  
Corpus Christi, Texas 78426

Dear Mr. Laural:

Please let this letter serve as an official notice of action taken by the Hidalgo County Commissioners' Court on June 25, 2007, your company was approved for an additional year on your contract for "**Service & Repair of all HVAC Equipment**" ( which will expire on 07/13/2008) under the same rates, terms and conditions

Thank you in advance for your cooperation to this matter. If you should have any questions or comments, or require anything further, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Mary A. Maldonado".

Mary A. Maldonado  
Contract Manager



April 30, 2008

Daniel Flores  
100 East Cano  
Edinburg, TX. 78539

Reference: QS280188 150 Ton Rental Chiller

Toromont Energy Systems is pleased to provide a proposal for the rental of a 150 ton Rental Chiller and Chilled Water Circulating Pump

Labor and materials to be performed on the above scope of work **Three Thousand Seven Hundred Fifty Dollars (\$3,750.00) per week.**

This quoted price is firm for a period of thirty (30) days.

Exclusions: Time or expense affected by any revisions to the original project scope of work, local fees, taxes, freight, or overtime hours.

Thanks for allowing us the opportunity to bid on this project.  
If you have any questions please feel free to contact me at (361)-244-2444.  
Sincerely,

A handwritten signature in black ink that reads "Michael Kaestner".

Michael Kaestner  
Corpus Christi Operations  
Toromont Energy Systems Inc

Toromont Energy Systems, Inc.  
12015 Barker Cypress  
Cypress, Texas 77433  
800 344-7889 Main 281 345-9300 Fax 281 345-7512  
Texas License TACLA 00014047C

Regulated by The Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, Texas 78711, 1-800-803-9202, 512-465-6599

**AI-9111**  
**BCAP PRECINCT NO 1**  
**CC REGULAR**

**16.H.1.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.1

---

**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for Engineering Services in connection with Hidalgo County Precinct No 1 BCAP Projects;

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional Engineering Services required for the design construction of Hidalgo County Precinct No 1 BCAP Projects;

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Precinct No 1 BCAP Projects.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** funds 1310 & 1311

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Services will be rendered on an as needed basis, object code 334 "Architectual & Engineering Services". Please refer to attached expense report as of 5-1-08.

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**Attachments**

Link: [BCAP Expense Report as of 5-1-08](#)

Link: [back-up](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b> | <b>Approved By</b>                  | <b>Date</b>         | <b>Status</b> |
|------------------|--------------|-------------------------------------|---------------------|---------------|
| 1                |              | Purchasing Department Marty Salazar | 05/01/2008 10:48 AM | APRV          |

|   |                     |                |                     |      |
|---|---------------------|----------------|---------------------|------|
| 2 | Budget & Management | Dina Trevino   | 05/01/2008 01:13 PM | APRV |
| 3 | Ivan Cantu          | Ivan Cantu     | 05/01/2008 02:53 PM | APRV |
| 4 | Auditor's Office    | Linda Fong     | 05/02/2008 09:00 AM | APRV |
| 5 | Court Administrator | Monica Badillo | 05/02/2008 09:15 AM | APRV |

Form Started By: Laura Moya

Started On: 04/30/2008 03:48  
PM

Final Approval Date: 05/02/2008

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For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u>  | <u>Adjusted Budget</u> | <u>Y-T-D Encumb</u> | <u>Period Expended</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|--|------------------------|---------------------|------------------------|-----------------------|--------------------------|---------------------|
| <b>1310 BORDER COLONIA ACCESS PROGRAM</b>                            |                        |                     |                        |                       |                          |                     |
| 8-1310-431-00-121-394-0-334 PCT.1-RAMOSVILLE-ENG&ARCH SRV            | 266.50                 | .00                 | .00                    | .00                   | 266.50                   | .00                 |
| 8-1310-431-00-121-397-0-334 PCT.1-SAENZ-ENG&ARCH SRV                 | 403.10                 | .00                 | .00                    | .00                   | 403.10                   | .00                 |
| 8-1310-431-00-121-401-0-334 PCT.1-SUNRISE HILL/J.OLIVAREZ-ENG&ARCH S | 571.06                 | .00                 | .00                    | .00                   | 571.06                   | .00                 |
| 8-1310-431-00-121-402-0-334 PCT.1-SUNRISE HILL/R.GUERRA-ENG&ARCH SRV | 506.88                 | .00                 | .00                    | .00                   | 506.88                   | .00                 |
| 8-1310-431-00-121-403-0-334 PCT.1-SUNRISE HILL/R.GONZALEZ-ENG&ARCH S | 506.88                 | .00                 | .00                    | .00                   | 506.88                   | .00                 |
| 8-1310-431-00-121-404-0-334 PCT.1-TROPICAL FARMS/SAMOA-ENG&ARCH SRV  | 2,237.28               | .00                 | .00                    | .00                   | 2,237.28                 | .00                 |
| <b>1310 BORDER COLONIA ACCESS PROGRAM</b>                            | <b>4,491.70</b>        | <b>.00</b>          | <b>.00</b>             | <b>.00</b>            | <b>4,491.70</b>          | <b>.00</b>          |
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>                   |                        |                     |                        |                       |                          |                     |
| 8-1311-431-00-121-019-1-334 AGUA DULCE-ENG & ARCH SRV                | 177.18                 | 177.18              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-066-0-334 BAR #3-ENG & ARCH SRV                    | 1,129.25               | 1,129.25            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-071-1-334 BARBOSA LOPEZ #1-ENG & ARCH SRV          | 550.83                 | 550.83              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-103-1-334 BERNAL HEIGHTS #1-ENG & ARCH SRV         | 153.03                 | 153.03              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-105-1-334 BERNAL-ENG & ARCH SRV                    | 284.33                 | 284.33              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-132-0-334 CANA DE AZUCAR-ENG & ARCH SRV            | 1,578.94               | .00                 | .00                    | .00                   | 1,578.94                 | .00                 |
| 8-1311-431-00-121-137-0-334 CAPISALLO PARK-ENG & ARCH SRV            | 2,635.87               | .00                 | .00                    | .00                   | 2,635.87                 | .00                 |
| 8-1311-431-00-121-150-1-334 CHAPA III-ENG & ARCH SRV                 | 105.24                 | 89.43               | .00                    | .00                   | 15.81                    | 84.98               |
| 8-1311-431-00-121-230-1-334 DIMAS #3-ENG & ARCH SRV                  | 287.70                 | 287.70              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-244-0-334 EL MESQUITE-ENG & ARCH SRV               | 393.25                 | 393.25              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-245-1-334 EL MONTE-ENG & ARCH SRV                  | 437.99                 | 437.99              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-318-1-334 HIGH LAND-ENG & ARCH SRV                 | 422.14                 | 422.14              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-368-0-334 LA BLANCA HEIGHTS-ENG & ARCH SRV         | 2,305.34               | .00                 | .00                    | .00                   | 2,305.34                 | .00                 |
| 8-1311-431-00-121-391-0-334 LA PALMA S/D-ENG & ARCH SRV              | 666.14                 | 666.14              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-392-0-334 LA PALOMA #1-ENG & ARCH SRV              | 1,690.30               | .00                 | .00                    | .00                   | 1,690.30                 | .00                 |
| 8-1311-431-00-121-495-0-334 NORTH CAPISALLO-ENG & ARCH SRV           | 260.70                 | 260.70              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-509-1-334 OLD REBEL HEIGHTS-ENG & ARCH SRV         | 2,316.13               | .00                 | .00                    | .00                   | 2,316.13                 | .00                 |
| 8-1311-431-00-121-571-0-334 PUESTA DEL SOL-ENG & ARCH SRV            | 1,022.35               | 1,022.35            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-631-0-334 ROSEDALE HEIGHTS-ENG & ARCH SRV          | 2,631.69               | .00                 | .00                    | .00                   | 2,631.69                 | .00                 |
| 8-1311-431-00-121-865-1-334 DIMAS #1-ENG & ARCH SRV                  | 277.24                 | 277.24              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-121-897-1-334 MEL GRAY-ENG & ARCH SRV                  | 7,847.86               | .00                 | .00                    | .00                   | 7,847.86                 | .00                 |
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>                   | <b>27,173.50</b>       | <b>6,151.56</b>     | <b>.00</b>             | <b>.00</b>            | <b>21,021.94</b>         | <b>22.64</b>        |
| <b>8 YEAR</b>  | <b>31,665.20</b>       | <b>6,151.56</b>     | <b>.00</b>             | <b>.00</b>            | <b>25,513.64</b>         | <b>19.43</b>        |



PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY BCAP PRECINCT NO 1  
FOR  
BCAP PROJECTS**

**Scoring & Evaluation  
GRID**

**ENGINEERING FIRMS**

| Total Scores   | <b>TEDSI</b> | <b>QUINTANILLA,<br/>HEADLEY &amp;<br/>ASSOC</b> | <b>SIGLER,<br/>WINSTON,<br/>GREENWOOD<br/>&amp; ASSOC</b> |
|----------------|--------------|---|---|
| Scores         | <b>100</b>   | <b>90</b>                                       | <b>85</b>   |
| <b>RANKING</b> |              |   |   |

\*SCORING & EVALUATION COMPLETED BY PCT NO 1

COUNTY *of* HIDALGO



***SYLVIA S. HANDY***

**County Commissioner, Pct. 1**

**1902 Joe Stephens Ave.**

**Weslaco, TX 78596**

**(956) 968-8733**

April 28, 2008

Ms. Marty Salazar  
Purchasing Agent  
Hidalgo County Purchasing Department  
100 E. Cano  
Edinburg, Texas 78539

Dear Marty:

Please provide my office the statement of qualification for the following (3) firms:

- (1) TEDSI Infrastructure Group  
Mission, TX 78572
- (2) Quintanilla, Headley and Associates, Inc.  
Edinburg, TX 78539
- (3) Sigler, Winston, Greenwood & Assoc., Inc.  
Weslaco, TX 78596

We anticipate making a selection for Professional Engineering Services related to: Road Paving & Drainage related improvements under the TXDOT Round II Colonia Access Program.

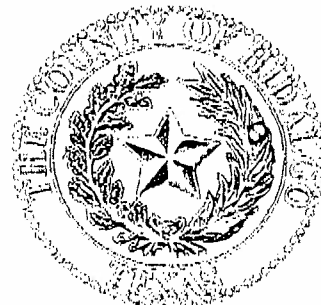
If you need any additional information, please contact me or Joseph Palacios, Chief Administrator, of my staff.

Sincerely,

*Sylvia S. Handy*

*Sent 4/30*

SYLVIA S. HANDY  
County Commissioner, Pct. 1



**AI-9112**  
**BCAP PRECINCT NO 2**  
**CC REGULAR**

**16.I.1.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.2

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**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for Engineering Services in connection with Hidalgo County Precinct No 2 BCAP Projects;

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional engineering services required for the design construction of Hidalgo County Precinct No 2 BCAP Projects;

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Precinct No 2 BCAP Projects.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:**

**ACCT. #:** Undetermined

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

For funding availability please see the attached 2008 Expense Report (dated as of 5/1/08).

As per phone conversation with Laura M. @ purchasing, additional back up is not ready at this time and will be added at a later date or provided directly to CC.

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**Attachments**

Link: PCT 2 BCAP Exp  
Rpt for Obj 334. 731-34

Link: backup

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 10:52 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:13 PM | APRV          |
| 3                | Dale Kennan           | Dale Kennan        | 05/01/2008 03:44 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 09:01 AM | APRV          |
| 5                | Court Administrator   | Monica Badillo     | 05/02/2008 09:15 AM | APRV          |

Form Started By: Laura Moya

Started On: 04/30/2008 03:49  
PM

Final Approval Date: 05/02/2008

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For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u>                      | <u>Adjusted Budget</u>                    | <u>Y-T-D Encumb</u> | <u>Period Expended</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|--|---|---------------------|------------------------|-----------------------|--------------------------|---------------------|
| <b>1310 BORDER COLONIA ACCESS PROGRAM</b>          |   |                     |                        |                       |                          |                     |
| 8-1310-431-00-122-070-0-334                        | PCT.2-COUNTRY LIVING-ENG&ARCH SRV         | 110.40              | .00                    | .00                   | 110.40                   | .00                 |
| 8-1310-431-00-122-070-0-731                        | PCT.2-COUNTRY LIVING-ROADS                | 7.00                | .00                    | .00                   | 7.00                     | .00                 |
| 8-1310-431-00-122-073-0-731                        | PCT.2-LOPEZVILLE/KENNEDY-ROADS            | 2,781.78            | .00                    | .00                   | 2,781.78                 | .00                 |
| 8-1310-431-00-122-075-0-731                        | PCT.2-LOPEZVILLE/WATER-ROADS              | 1,254.55            | .00                    | .00                   | 1,254.55                 | .00                 |
| 8-1310-431-00-122-077-0-731                        | PCT.2-PRIMAVERA 2/JENICA E-ROADS          | 8,566.04            | .00                    | .00                   | 8,566.04                 | .00                 |
| 8-1310-431-00-122-078-0-731                        | PCT.2-PRIMAVERA 2/JENICA W-ROADS          | 10,902.41           | .00                    | .00                   | 10,902.41                | .00                 |
| 8-1310-431-00-122-079-0-731                        | PCT.2-PRIMAVERA 2/JESSICA-ROADS           | 5,718.36            | .00                    | .00                   | 5,718.36                 | .00                 |
| 8-1310-431-00-122-080-0-731                        | PCT.2-PRIMAVERA 2/ROSIE-ROADS             | 6,125.36            | .00                    | .00                   | 6,125.36                 | .00                 |
| 8-1310-431-00-122-490-0-731                        | PCT.2-ALAMO ORCHARDS-ROADS                | 591.08              | .00                    | .00                   | 591.08                   | .00                 |
| 8-1310-431-00-122-496-0-334                        | PCT.2-CAMPO ALTO/VISTA CIR E-ENG&ARCH SR  | 887.00              | .00                    | .00                   | 887.00                   | .00                 |
| 8-1310-431-00-122-496-0-731                        | PCT.2-CAMPO ALTO/VISTA CIR E-ROADS        | 12,901.82           | .00                    | .00                   | 12,901.82                | .00                 |
| 8-1310-431-00-122-497-0-334                        | PCT.2-CAMPO ALTO/VISTA CIR W-ENG&ARCH SR  | 887.00              | .00                    | .00                   | 887.00                   | .00                 |
| 8-1310-431-00-122-497-0-731                        | PCT.2-CAMPO ALTO/VISTA CIR W-ROADS        | 13,778.33           | .00                    | .00                   | 13,778.33                | .00                 |
| 8-1310-431-00-122-520-0-334                        | PCT.2-PLUMOSA VILLAGE-ENG&ARCH SRV        | 8,050.00            | .00                    | .00                   | 8,050.00                 | .00                 |
| 8-1310-431-00-122-520-0-731                        | PCT.2-PLUMOSA VILLAGE-ROADS               | 75,900.00           | .00                    | .00                   | 75,900.00                | .00                 |
| 8-1310-431-00-122-535-0-334                        | PCT.2-S TOWER EST/SAN ANGELO-ENG&ARCH SR  | 3,967.50            | .00                    | .00                   | 3,967.50                 | .00                 |
| 8-1310-431-00-122-536-0-334                        | PCT.2-S TOWER EST/SAN DIEGO-ENG&ARCH SRV  | 3,081.00            | .00                    | .00                   | 3,081.00                 | .00                 |
| 8-1310-431-00-122-544-0-731                        | PCT.2-TIERRA BONITA/MARIE CIR S-ROADS     | 35,701.39           | .00                    | .00                   | 35,701.39                | .00                 |
| 8-1310-431-00-122-547-0-731                        | PCT.2-WHITEWING/DOVE-ROADS                | 4,103.30            | .00                    | .00                   | 4,103.30                 | .00                 |
| 8-1310-431-00-122-548-0-731                        | PCT.2-WHITEWING/PELICAN-ROADS             | 94.90               | .00                    | .00                   | 94.90                    | .00                 |
|  | <b>1310 BORDER COLONIA ACCESS PROGRAM</b> | <b>195,409.22</b>   | <b>.00</b>             | <b>.00</b>            | <b>195,409.22</b>        | <b>.00</b>          |
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b> |   |                     |                        |                       |                          |                     |
| 8-1311-431-00-122-199-1-733                        | COUNTRY LIVING ESTATES-DRAINAGE DITCHES   | 35,870.86           | .00                    | .00                   | 35,870.86                | .00                 |
| 8-1311-431-00-122-240-1-334                        | EL CHARRO #2-ENG & ARCH SRV               | 8,855.10            | 8,855.10               | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-240-1-733                        | EL CHARRO #2-DRAINAGE DITCHES             | 182,237.96          | .00                    | .00                   | 182,237.96               | .00                 |
| 8-1311-431-00-122-252-0-334                        | ELDORA GARDENS-ENG & ARCH SRV             | 2,709.60            | 1,354.80               | 1,354.80              | .00                      | 100.00              |
| 8-1311-431-00-122-252-0-733                        | ELDORA GARDENS-DRAINAGE DITCHES           | 6,828.19            | .00                    | .00                   | 6,828.19                 | .00                 |
| 8-1311-431-00-122-252-0-734                        | ELDORA GARDENS-SUBDIVISION STREETS        | 50,073.41           | .00                    | .00                   | 50,073.41                | .00                 |
| 8-1311-431-00-122-253-0-334                        | SANTANA SUBD/ELDORA RD-ENG & ARCH SRV     | 2,283.97            | 2,283.97               | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-253-0-733                        | SANTANA SUBD/ELDORA RD-DRAINAGE DITCHES   | 28,619.59           | .00                    | .00                   | 28,619.59                | .00                 |
| 8-1311-431-00-122-406-1-334                        | LAS BRISAS-ENG & ARCH SRV                 | 57,982.80           | 57,982.80              | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-406-1-733                        | LAS BRISAS-DRAINAGE DITCHES               | 116,893.32          | .00                    | .00                   | 116,893.32               | .00                 |
| 8-1311-431-00-122-406-1-734                        | LAS BRISAS-SUBDIVISION STREETS            | 370,162.20          | .00                    | .00                   | 370,162.20               | .00                 |
| 8-1311-431-00-122-412-0-334                        | LAS HACIENDAS-ENG & ARCH SRV              | 3,399.66            | 1,699.83               | 1,699.83              | .00                      | 100.00              |

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01A

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account No/Description</u>  | <u>Adjusted Budget</u> | <u>Y-T-D Encumb</u> | <u>Period Expended</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|--|------------------------|---------------------|------------------------|-----------------------|--------------------------|---------------------|
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>                   |                        |                     |                        |                       |                          |                     |
| 8-1311-431-00-122-484-1-334 MORNING SUN-ENG & ARCH SRV               | 2,110.80               | 2,110.80            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-484-1-733 MORNING SUN-DRAINAGE DITCHES             | 29,255.69              | .00                 | .00                    | .00                   | 29,255.69                | .00                 |
| 8-1311-431-00-122-494-1-334 NORTH ALAMO VILLAGE-ENG & ARCH SRV       | 4,316.82               | 4,316.82            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-494-1-733 NORTH ALAMO VILLAGE-DRAINAGE DITCHES     | 58,018.06              | 58,018.06           | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-494-1-734 NORTH ALAMO VILLAGE-SUBDIVISION STREETS  | 123,288.38             | 100,422.35          | .00                    | .00                   | 22,866.03                | 81.45               |
| 8-1311-431-00-122-503-1-334 NORTHSIDE VILLAGE #2-ENG & ARCH SRV      | 2,103.68               | 2,103.68            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-503-1-733 NORTHSIDE VILLAGE #2-DRAINAGE DITCHES    | 40,182.00              | 40,182.00           | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-503-1-734 NORTHSIDE VILLAGE #2-SUBDIVISION STREETS | 72,064.90              | 68,038.90           | .00                    | .00                   | 4,026.00                 | 94.41               |
| 8-1311-431-00-122-557-1-334 PENTECOSTAL-ENG & ARCH SRV               | 1,881.50               | 1,881.50            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-557-1-733 PENTECOSTAL-DRAINAGE DITCHES             | 18,175.29              | .00                 | .00                    | .00                   | 18,175.29                | .00                 |
| 8-1311-431-00-122-557-1-734 PENTECOSTAL-SUBDIVISION STREETS          | 60,847.71              | .00                 | .00                    | .00                   | 60,847.71                | .00                 |
| 8-1311-431-00-122-568-0-733 PRIMAVERA I-DRAINAGE DITCHES             | 8,036.51               | .00                 | .00                    | .00                   | 8,036.51                 | .00                 |
| 8-1311-431-00-122-580-1-334 RSW UNIT # 1-ENG & ARCH SRV              | 7,073.36               | 3,536.68            | 3,536.68               | 3,536.68              | .00                      | 100.00              |
| 8-1311-431-00-122-580-1-734 RSW UNIT # 1-SUBDIVISION STREETS         | 148,540.56             | .00                 | .00                    | .00                   | 148,540.56               | .00                 |
| 8-1311-431-00-122-596-0-334 RANCHO ESCONDIDO-ENG & ARCH SRV          | 4,829.44               | 4,829.44            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-596-0-733 RANCHO ESCONDIDO-DRAINAGE DITCHES        | 15,030.97              | .00                 | .00                    | .00                   | 15,030.97                | .00                 |
| 8-1311-431-00-122-596-0-734 RANCHO ESCONDIDO-SUBDIVISION STREETS     | 31,539.07              | .00                 | .00                    | .00                   | 31,539.07                | .00                 |
| 8-1311-431-00-122-605-1-334 RED BARN-ENG & ARCH SRV                  | 2,126.04               | 2,126.04            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-605-1-733 RED BARN-DRAINAGE DITCHES                | 11,608.18              | .00                 | .00                    | .00                   | 11,608.18                | .00                 |
| 8-1311-431-00-122-620-0-334 ROADRUNNER #2-ENG & ARCH SRV             | 6,839.36               | 6,839.36            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-620-0-733 ROADRUNNER #2-DRAINAGE DITCHES           | 109,156.19             | 79,189.00           | .00                    | .00                   | 29,967.19                | 72.55               |
| 8-1311-431-00-122-620-0-734 ROADRUNNER #2-SUBDIVISION STREETS        | 171,080.13             | 66,446.68           | 24,631.40              | 24,631.40             | 80,002.05                | 53.24               |
| 8-1311-431-00-122-683-0-334 SOUTH FORK ESTATES-ENG & ARCH SRV        | 5,865.00               | .00                 | 5,865.00               | 5,865.00              | .00                      | 100.00              |
| 8-1311-431-00-122-693-0-334 SOUTH SIDE VILLAGE-ENG & ARCH SRV        | 903.70                 | 903.70              | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-693-0-734 SOUTH SIDE VILLAGE-SUBDIVISION STREETS   | 37,955.40              | .00                 | .00                    | .00                   | 37,955.40                | .00                 |
| 8-1311-431-00-122-740-0-334 TINY ACRES-ENG & ARCH SRV                | 3,328.20               | 1,664.10            | 1,664.10               | 1,664.10              | .00                      | 100.00              |
| 8-1311-431-00-122-740-0-733 TINY ACRES-DRAINAGE DITCHES              | 16,774.13              | .00                 | .00                    | .00                   | 16,774.13                | .00                 |
| 8-1311-431-00-122-740-0-734 TINY ACRES-SUBDIVISION STREETS           | 53,118.07              | .00                 | .00                    | .00                   | 53,118.07                | .00                 |
| 8-1311-431-00-122-767-1-334 VAL BAR ESTATES-ENG & ARCH SRV           | 1,475.60               | 1,475.60            | .00                    | .00                   | .00                      | 100.00              |
| 8-1311-431-00-122-767-1-733 VAL BAR ESTATES-DRAINAGE DITCHES         | 21,691.32              | .00                 | .00                    | .00                   | 21,691.32                | .00                 |
| 8-1311-431-00-122-767-1-734 VAL BAR ESTATES-SUBDIVISION STREETS      | 40,283.88              | .00                 | .00                    | .00                   | 40,283.88                | .00                 |
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>                   | <b>1,975,416.60</b>    | <b>516,261.21</b>   | <b>38,751.81</b>       | <b>38,751.81</b>      | <b>1,420,403.58</b>      | <b>28.10</b>        |
| <b>8 YEAR</b>  | <b>2,170,825.82</b>    | <b>516,261.21</b>   | <b>38,751.81</b>       | <b>38,751.81</b>      | <b>1,615,812.80</b>      | <b>25.57</b>        |



PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY BCAP PRECINCT NO 2  
FOR  
BCAP PROJECTS**

**Scoring & Evaluation  
GRID**

**ENGINEERING FIRMS**

| Total Scores | Hinojosa Eng | Javier Hinojosa | R. Gutierrez Eng |
|--------------|--------------|-----------------|------------------|
| Scores       | 90           | 95              | 98               |
| RANKING      |              |                 |                  |

\*SCORING & EVALUATION COMPLETED BY PCT NO 2

# Hidalgo County

## Precinct No. 2

HECTOR "TITO" PALACIOS  
COUNTY COMMISSIONER

To: Martha Salazar, Purchasing Dept.

From: Hector "Tito" Palacios, Commissioner, Hidalgo County Precinct No.2

Date: May,02 2008

Re: Scoring Grid for Engineering Services Hidalgo Co. Precinct NO.2 BCAP Projects

---

The following Engineering Firms to provide services for Hidalgo County Precinct No. 2 BCAP Projects were graded as followed:

Javier Hinojosa Engineering, - 90 points

Hinojosa Engineering Inc. - 95 points

R.Gutierrez Engineering Corp. - 98 points

If you have any questions or require further information, please contact Charlie Contreras at 787-1891.

Sincerely,



cc:Agapito Vargas, BCAP Director

**Hidalgo County**  
**Precinct No. 2**  
**HECTOR "TITO" PALACIOS**  
COUNTY COMMISSIONER

To: Martha Salazar, Purchasing Dept.

From: Hector "Tito" Palacios, Commissioner, Hidalgo County Precinct No.2

Date: April 30, 2008

Re: Requesting (1) set of SOQ's for Hidalgo County Precinct NO.2 BCAP Projects

---

Please allow this memo to serve as a request for 1 set of SOQ's from the pool of Engineering Services for Hidalgo County. These colonia projects are within Precinct No.2 area. In the set of SOQ's please include Rick Hinojosa Engineering, Javier Hinojosa Engineering, and R. Gutierrez Engineering.

If you have any questions or require further information, please contact Charlie Contreras at 787-1891.

*Agapito picked up 4/30/08*

Sincerely,



cc: Agapito Vargas, BCAP Director

**AI-9138**  
**BCAP PRECINCT NO 2**  
**CC REGULAR**

**16.I.2.**

**Date:** 05/13/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.2

---

**Information**

**CAPTION**

Presentation for discussion, consideration, acceptance and approval of application of payment No 1 in the amount of \$77,530.72 submitted by Closner Construction Co., L.C., awarded contractor and as recommended through project engineer, R. Gutierrez Engineering, Inc. in connection with contract C-CAP-07-031-01-14.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** **ACCT. #:** 8-1311-431-00-122-494-1-733/734  
**FUNDS AVAILABLE Y/N?:** Y **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

PO# 602170 has \$158,440.41 available as of 5/1/08.

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**Attachments**

Link: [Pymt No 1](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 11:17 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:32 PM | APRV          |
| 3                | Dale Kennan           | Dale Kennan        | 05/01/2008 03:31 PM | APRV          |
| 4                | Auditor's Office      |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Laura Moya  
Started On: 05/01/2008 10:38 AM  
Final Approval Date: 05/02/2008

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## Hidalgo County Border Colonias Access Program

### MEMORANDUM

TO: Marty Salazar, Hidalgo County Purchasing Agent  
Attn: Laura R. Moya, HCCAP Buyer II

CC: Commissioner Hector "Tito" Palacios, Hidalgo County Precinct 2  
Humberto Garza, Chief Administrator Precinct 2  
Rosanna Schettino, HCCAP Auditor  
Dina Trevino, Budget Office  
Charlie Contreras, Special Projects Manager Precinct 2  
HCCAP County Wide Files

FROM: Agapito Vargas, Jr., Hidalgo County BCAP Director 

DATE: 30 April 2008

Subject: Request Authority to pay Payment No. 1 for a 2<sup>nd</sup> Call Colonias Project – North Alamo Village CSJ: 2C1080494)

---

Marty, please place the above-referenced item on Commissioner's Court agenda for Tuesday 6<sup>th</sup> 2008.

Precinct 2 is requesting authority to pay Application for payment No.1 for North Alamo Village in the amount of \$77,530.72 to be paid to Closner Construction Co. L.C. The project engineer is R. Gutierrez Engineering, Inc.

Account Number: 8-1311-431-00-122-0-494-1-734 & 733

If you have any questions, please advice.

Thanks,

**APPLICATION FOR PMT #1**

To: HIDALGO COUNTY PRECINCT NO. 2 (OWNER)  
 From: Closer Construction Co., L.C. (CONTRACTOR)  
 Contract: C-CAP-01-031-01-14-LRM C-CAP 07-031-01-14  
 Project: North Alamo Village Subdivision  
 OWNER's Contract No. C-CAP-01-031-01-14-LRM ENGINEER's Project No. ENG05.012o  
 For Work accomplished through the date of: 25-Apr-2008

|   |                                    |                     |
|---|------------------------------------|---------------------|
| 1. Original Contract Price:                                       |                                    | \$ 264,294.60       |
| 2. Net change by Change Orders and Written Agreements (+ or -):   |                                    | \$ 780.00           |
| 3. Current Contract Price (1 plus 2):                             |                                    | \$ 265,074.60       |
| 4. Total completed and stored to date:                            |                                    | \$ 86,145.25        |
| 5. Retainage (per Agreement):                                     |                                    |                     |
| <u>10% of completed Work:</u>                                     | \$ 8,614.53                        |                     |
| <u>10% of stored material:</u>                                    | \$ -                               |                     |
| Total Retainage:  |                                    | \$ 8,614.53         |
| 6. Total completed and stored to date less retainage (4 minus 5): | <b>602170</b>                      | \$ 77,530.72        |
| 7. Less previous Application for Payments:                        | <b>8-1311-431-00-122-494-1-733</b> | \$ -                |
| 8. Balance to Finish:   | <b>8-1311-431-00-122-494-1-734</b> | \$ 178,929.35       |
| 9. <b>AMOUNT DUE THIS APPLICATION (6 MINUS 7)</b>                 | <b>Req. #130700</b>                | <b>\$ 77,530.72</b> |

Accompanying Documentation: \_\_\_\_\_

**CONTRACTOR'S Certification:**

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR's legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through PMT #1 inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

Dated 25-Apr-08

Closer Construction Co., L.C.

CONTRACTOR

By: \_\_\_\_\_

State of Texas

County of Hidalgo

Subscribed and sworn to before me this 25<sup>th</sup> day of April 2008

Notary Public \_\_\_\_\_

My Commission expires: 12/16/11



Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated 25-Apr-08

R. GUTIERREZ ENGINEERING CORPORATION

ENGINEER

By: \_\_\_\_\_

INVOICE RECEIVED BY:

Urbina ON 4/29/08

GOODS/SERVICES RECEIVED BY:

Nector Tabares ON 4/25/08

**AI-9118**  
**BCAP PRECINCT NO 2**  
**CC REGULAR**

**16.I.3.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.2

---

**Information**

**CAPTION**

Requesting authority to advertise for "Road & Drainage Construction of Eldora Gardens, RSW Unit #1, & Tiny Acres" a Border Colonia Access Program Project with plans and specifications to be developed and drafted through project engineer-R. Gutierrez Engineering.

**BACKGROUND**

Approval to acquire bids. Funding will need to be determined once bids are returned and prior to awarding contract.

---

**Fiscal Impact**

**FISCAL YEAR:** **ACCT. #:** 8-1311-431-00-122-252-0-734/733  
**FUNDS AVAILABLE Y/N?:** **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

El Dora Gardens: Available balance in 733 is \$6828.19 and in 734 is \$50,073.41 as of 5/1/08.

**FISCAL YEAR:** **ACCT. #:** 8-1311-431-00-122-580-1-734  
**FUNDS AVAILABLE Y/N?:** **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

RSW Unit #1: Available balance in 734 is \$148,540.56 as of 5/1/08.

**FISCAL YEAR:** **ACCT. #:** 8-1311-431-00-122-740-0-733/734  
**FUNDS AVAILABLE Y/N?:** **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Tiny Acres: Available balance in 733 is \$16,774.13 and in 734 is \$53,118.07 as of 5/1/08.

---

**Attachments**

*No file(s) attached.*

---

**Form Routing/Status**

Route Seq Inbox

Approved By Date

Status

|   |                       |                |                     |      |
|---|-----------------------|----------------|---------------------|------|
| 1 | Purchasing Department | Marty Salazar  | 05/01/2008 11:03 AM | APRV |
| 2 | Budget & Management   | Dina Trevino   | 05/01/2008 01:25 PM | APRV |
| 3 | Dale Kennan           | Dale Kennan    | 05/01/2008 02:56 PM | APRV |
| 4 | Auditor's Office      | Linda Fong     | 05/02/2008 09:03 AM | APRV |
| 5 | Court Administrator   | Monica Badillo | 05/02/2008 09:15 AM | APRV |

Form Started By: Laura Moya

Started On: 04/30/2008 04:04  
PM

Final Approval Date: 05/02/2008

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**AI-9113  
BCAP PRECINCT NO 3  
CC REGULAR**

**16.J.1.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.3

**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for Engineering Services in connection with Hidalgo County Precinct No 3 BCAP Projects;

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional Engineering Services required for the design construction of Hidalgo County Precinct No 3 BCAP Projects;

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Precinct No 3 BCAP Projects.

**BACKGROUND**

Scoring grid will be presented at Commissioners' Court.

**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** Various

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Various projects will funded from PO # 562661.

Available balance as of 05/01/08 \$79,745.91.

**Attachments**

Link: [backup](#)

**Form Routing/Status**

| Route Seq | Inbox                 | Approved By   | Date                | Status |
|-----------|-----------------------|---------------|---------------------|--------|
| 1         | Purchasing Department | Marty Salazar | 05/01/2008 10:53 AM | APRV   |

|   |                     |                |                     |      |
|---|---------------------|----------------|---------------------|------|
| 2 | Budget & Management | Dina Trevino   | 05/01/2008 01:14 PM | APRV |
| 3 | Erika Reyna         | Erika Reyna    | 05/01/2008 03:16 PM | APRV |
| 4 | Auditor's Office    | Linda Fong     | 05/02/2008 09:02 AM | APRV |
| 5 | Court Administrator | Monica Badillo | 05/02/2008 09:15 AM | APRV |

Form Started By: Laura Moya

Started On: 04/30/2008 03:49  
PM

Final Approval Date: 05/02/2008

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PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY BCAP PRECINCT NO 3  
FOR  
BCAP PROJECTS**

**Scoring & Evaluation  
GRID**

**ENGINEERING FIRMS**

| Total Scores   | <b>Javier<br/>Hinojosa Eng</b> | <b>M Garcia</b> | <b>R. Gutierrez Eng</b> |
|----------------|--------------------------------|-----------------|-------------------------|
| Scores         | <b>99</b>                      | <b>73</b>       | <b>97</b>               |
| <b>RANKING</b> |                                |                 |                         |

\*SCORING & EVALUATION COMPLETED BY PCT NO 3




COUNTY COMMISSIONER PRECINCT 3  
County of Hidalgo

Joe M. Flores  
County Commissioner Pct. No. 3

MEMORANDUM

**TO:** Laura Moya-Renteria, Colonia Coordinator  
Hidalgo County Purchasing Dept.

**FROM:** Joe M. Flores, Commissioner   
Hidalgo County Precinct #3

**DATE:** April 30, 2008

**RE:** Statements of Qualifications

Please forward to my office the statement of qualifications for the following engineering firms:

1. Javier Hinojosa Engineering
2. M. Garcia Engineering
3. R. Gutierrez Engineering

Precinct 3 will select one engineer firm for the Colonia Access Program projects.

Thank you for your assistance and should you have any questions or require additional information, please do not hesitate to contact me at (956)585-4509

*Sent 4/30*

Office: (956) 585-4509 • Fax: (956) 205-7009  
724 N. Breyfogle • Mission, Texas 78574

**FAKED**  
*4/30/08*  
*11:20*

**AI-9141**  
**BCAP PCT #3**  
**CC REGULAR**

**16.J.2.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.3

---

**Information**

**CAPTION**

A. Requesting approval to rescind the action taken by CC on 2/20/2008 in connection with agenda items 7934 21.K.2" - Presentation for discussion, consideration and action on a recommendation by project engineer Javier Hinojosa Engineering. to award to the lowest bidder meeting all specifications for bid No CAP-08-001-01-09 & CAP-08-002-01-09 -LRM "Paving & Drainage Construction for El Sol #1 & El Sol #2 Subdivision" and approval of contract subject to Legal Review and TXDOT approval.

B. Pursuant to bid requirements (item #8 of Information to Bidders), requesting authority to seek forfeiture of the security deposited with submitted bid (5% of bid) by Tri-Hunt through bid bond # B5009636 Surtec Insurance Company;

C. Requesting authority to seek a recommendation from the project engineer to award to the next lowest vendor who meets all specifications (if applicable ); OR, in the alternative;

D. Requesting authority to re-advertise sealed bids for: Road Construction of Hidalgo Subdivision(s) with the plans and specifications drafted through contracted engineer, Javier Hinojosa Engineering under the BCAP for Precinct #3; or, if none of the above are necessary.

**BACKGROUND**

Original award of bid is \$438,338.00 and bond is 5% of that figure or approximately \$21,916.90

---

**Fiscal Impact**

**FISCAL YEAR:** **ACCT. #:** 8-1311-431-00-123-250-0-733/734

**FUNDS AVAILABLE Y/N?:** **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Obj. code 733 available balance as of 05/02/08 \$ 9,122.07.

Obj. code 734 available balance as of 05/02/08 \$ 40,774.97.

**FISCAL YEAR:** **ACCT. #:** 8-1311-431-00-123-251-0-733/734

**FUNDS AVAILABLE Y/N?:** **MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Obj. Code 733 available balance as of 05/02/08 \$ 33,492.33.

Obj. Code 734 available balance as of 05/02/08 \$ 53,066.76

**FISCAL YEAR:**

**ACCT. #:**

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Requisition # 127411 must be cancelled. Requisition total amount \$ 438,938.80.

---

**Attachments**

Link: [Agenda back up](#)

---

**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 03:01 PM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 04:09 PM | APRV          |
| 3                | Erika Reyna           | Erika Reyna        | 05/02/2008 01:13 PM | APRV          |
| 4                | Auditor's Office      | Linda Fong         | 05/02/2008 04:25 PM | APRV          |
| 5                | Court Administrator   | Angela Garcia      | 05/02/2008 04:54 PM | APRV          |

Form Started By: Laura Moya

Started On: 05/01/2008 11:33 AM

Final Approval Date: 05/02/2008

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**laura.moya**

---

**From:** Pete Vargas [agapito.vargas@co.hidalgo.tx.us]  
**Sent:** Monday, April 28, 2008 2:35 PM  
**To:** 'Norma Ceballos'; Javier Hinojosa, P.E.  
**Cc:** martha.salazar@co.hidalgo.tx.us; Laura Moya; 'Valde'; 'Lettysaenz'  
**Subject:** ltr to r fores attachment  
**Attachments:** Pete Vargas (agapito.vargas@co.hidalgo.tx.us).vcf; memo jhinojosa reg trihunt 0428.PDF

I forgot to include the memorandum I attached to the ltr sent to Tri-Hunt.

*Agapito Vargas, Jr.*; Executive Director  
Hidalgo County Border Colonias Access Program  
301 East State  
Pharr, TX 78589  
(956)787-1891 Office  
(956)207-9850 Cell  
(956)787-4683 FAX  
agapito.vargas@co.hidalgo.tx.us

**JAVIER HINOJOSA ENGINEERING/Consulting Engineers****MEMORANDUM**

**To:** Tri Hunt Construction, LLC  
**Attn:** Mr. Roberto Flores, Managing Partner

**From:** Javier Hinojosa, P.E. *JH*

**Subject:** **Hidalgo County Precinct No. 3**  
**Bid No. CAP-08-001-01-09-LRM & CAP-08-002-01-09**  
**El Sol #1 & El Sol #2 Subdivision**

**Date:** February 22, 2008

Attached please find six original contract documents for the subject project. These are submitted for your use in executing the contracts and providing the necessary Bonds and Insurances Forms. The following is a list of items required by the County:

- Correct legal contractor's name must be the same on the Contract, Bonds, Insurances, & W-9
- Effective date of February 20, 2008 to enter into the Contract and Bonds
- Insurances must be up to date and have Hidalgo County as additional insured
- Contract must be between the contractor and HIDALGO COUNTY (do not type the precinct)
- Copy of the contractors updated Conflict of Interest Questionnaire (CIQ) that was registered at Hidalgo County Clerk.

Please insure that the Bonds are dated **February 20, 2008**. Once these contract documents are fully executed please return to our office at your earliest convenience in order to deliver to the County for their execution. If you have any questions or require further information, please feel free to contact me at your convenience.

416 E. Dove Avenue

McAllen, Texas 78504

Tel: (956) 668-1588

Fax: (956) 994-8102

javhin@rgv.rr.com

RECEIVED  
Yolie Jackson

APR 28 08

Hidalgo County  
PRECINCT #2

#### **4. Telegraphic Modification**

Any bidder may modify his bid by telegraphic communication at any time prior to the scheduled closing time for receipt of bids, provided such telegraphic communication is received by the Owner prior to the closing time, and provided further, the Owner is satisfied that a written confirmation of the telegraphic modification over the signature of the bidder was mailed prior to the closing time. The telegraphic communication should not reveal the bid price but should provide the additional or subtraction or other modification so that the final prices or terms will not be known by the Owner until the sealed bid is opened. If written confirmation is not received within two days from the closing time, no consideration will be given to the telegraphic modification.

#### **5. Method of Bidding**

The Owner invites the following bid(s):      **Border Access Colonia Project Round II**  
   **Grant No. 2C-1080-250 El Sol Subdivision Unit I**  
   **2C-1080-251 El Sol Subdivision Unit II**

#### **6. Qualifications of Bidder**

The Owner may make such investigations as he deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request, the Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract to complete the work contemplated therein. Conditional bids will not be accepted.

#### **7. Bid Security**

Each bid must be accompanied by certified check of the bidder, or a bid bond prepared on the form of bid bond attached hereto, duly executed by the bidder as principal and having as surety thereon a surety company approved by the Owner, in the amount of 5% of the bid. Such checks or bid bonds will be returned to all except the three lowest bidders within three days after the opening of bids, and the remaining checks, or bid bonds will be returned promptly after the Owner and the accepted bidder have executed the contract, or if no award has been made within 60 days after the date of the opening of bids, upon demand of the bidder at any time thereafter, so long as he has not been notified of the acceptance of his bid.

#### **8. Liquidated Damages for Failure to enter into Contract**

The successful bidder, upon his failure or refusal to execute and deliver the contract and bonds required within 10 days after he has received notice of the acceptance of his bid, shall forfeit to the Owner, as liquidated damages for such failure or refusal, the security deposited with his bid.

4. The Bidder shall not substitute items named in the bid without the express written consent of Hidalgo County. Failure of the delivered item(s) to perform as specified, or failure to meet the stated delivery schedule shall release Hidalgo County from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible bidder, or to reject all bids and re-advertise.
5. For work to be performed at a County owned or operated location, each bidder shall, in its sole discretion, visit the job site before preparing the bid and thoroughly familiarize himself/herself with existing conditions. Bidder should take field dimensions and note all circumstances which affect the dollar amount of the bid.
6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by Hidalgo County. Due to various styles and models of equipment, bidders are required to include illustrations, specifications, explanation of warranties, and service data with their bid including catalogue numbers and any necessary references.
7. No bid may be withdrawn within thirty (30) days from the scheduled time to open bids.
8. Proposed prices are to remain firm for a minimum of ninety (90) days after bid opening.
9. Any interpretations, amendments, corrections or changes to this bid document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Bids. Bidders shall acknowledge receipt of all addenda as a part of their bid.
10. County reserves the right to accept or reject any or all bids.
11. Costs are to be net F.O.B., County Prepaid.
12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.
13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a bid or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.
14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security cards to the Hidalgo County Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy of their Federal ID Number Certificate.

# HIDALGO COUNTY PURCHASING DEPARTMENT BID TABULATION SHEET

**DEPARTMENT NAME: COLONIA ACCESS PROGRAM PROJECT- HIDALGO COUNTY PRECINCT NO.3**

**BID OPENING DATE: January 9, 2008**

**BID OPENING TIME: 9:30 A.M.**

**DESCRIPTION OF BID: "ROAD & DRAINAGE CONSTRUCTION FOR EL SOL #1 & EL SOL #2 SUBDIVISION(S)"  
(PROJECT CARRIED BY: JAVIER HINOJOSA)**

**BID NO: BID NO CAP-08-001-01-09-LRM & CAP-08-002-01-09**

| RFB NO. | NAME OF COMPANY               | BID FOR ROAD CONSTRUCTION                |  | BID BOND/<br>CASHIER'S CHECK |
|---------|-------------------------------|--|--|------------------------------|
| 1.      | Tri-Hunt                      | \$438,935.80                             |  | √                            |
| 2.      | DM Roth Exc                   | \$713,352.00                             |  | √                            |
| 3.      | IOC Company                   | \$625,201.13                             |  | √                            |
| 4.      | JM Construction               | \$598,110.00                             |  | √                            |
| 5.      | Valley Paving Inc.            | \$657,676.20<br>Correct Amt \$647,676.20 |  | √                            |
| 6.      | Sascon Inc.                   | \$577,394.40                             |  | √                            |
| 7.      | Jimmy Closner<br>Construction | \$597,149.80                             |  | √                            |
| 8.      |                               |  |  |                              |
| 9.      |                               |  |  |                              |
| 10.     |                               |  |  |                              |

**AI-9114**  
**BCAP PRECINCT NO 4**  
**CC REGULAR**

**16.K.1.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** CAP  
Pct.4

---

**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for Engineering Services in connection with Hidalgo County Precinct No 4 BCAP Projects.

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional Engineering Services required for the design construction of Hidalgo County Precinct No 4 BCAP Projects.

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Precinct No 4 BCAP Projects.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** Various Pct 4 Accts

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

On an "As Needed basis". For funding availability please see the attached expense report dated 5/2/08.

---

**Attachments**

Link: [expense report](#)

Link: [backup](#)

---

**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 10:56 AM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 01:15 PM | APRV          |

|   |                     |               |                     |      |
|---|---------------------|---------------|---------------------|------|
| 3 | Manuel Chapa        | Manuel Chapa  | 05/02/2008 09:38 AM | APRV |
| 4 | Auditor's Office    | Linda Fong    | 05/02/2008 04:21 PM | APRV |
| 5 | Court Administrator | Angela Garcia | 05/02/2008 04:53 PM | APRV |

Form Started By: Laura Moya

Started On: 04/30/2008 03:50  
PM

Final Approval Date: 05/02/2008

---

For 01/01/08 - 01/31/09

Expenditure Summary Report

FJEXS01B

Periods 01 - 13

Standard Report Format

1001 - Standard Report Spec

| <u>Account Number / Description</u>                             | <u>Original Budget</u> | <u>Adjusted Budget</u> | <u>Y-T-D Encumbrance</u> | <u>Y-T-D Expended</u> | <u>Available Balance</u> | <u>Percent Used</u> |
|---|------------------------|------------------------|--------------------------|-----------------------|--------------------------|---------------------|
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>              |                        |                        |                          |                       |                          |                     |
| 8-1311-431-00-124-070-0-334 BAR VI-ENG & ARCH SRV               | .00                    | 2,894.20               | 750.00                   | .00                   | 2,144.20                 | 25.91               |
| 8-1311-431-00-124-128-0-334 CALMA ESTATES-ENG & ARCH SRV        | .00                    | 1,379.70               | 335.00                   | .00                   | 1,044.70                 | 24.28               |
| 8-1311-431-00-124-129-0-334 CALMA ESTATES #2-ENG & ARCH SRV     | .00                    | 1,954.55               | 477.50                   | .00                   | 1,477.05                 | 24.43               |
| 8-1311-431-00-124-130-0-334 CALMA ESTATES #3-ENG & ARCH SRV     | .00                    | 1,252.90               | 305.00                   | .00                   | 947.90                   | 24.34               |
| 8-1311-431-00-124-155-0-334 CITRUS CITY LAKE-ENG & ARCH SRV     | .00                    | 1,591.50               | .00                      | .00                   | 1,591.50                 | .00                 |
| 8-1311-431-00-124-167-0-334 COLONIA BIG 5 -ENG & ARCH SRV       | .00                    | 3,545.04               | .00                      | .00                   | 3,545.04                 | .00                 |
| 8-1311-431-00-124-363-1-334 L & R GARZA-ENG & ARCH SRV          | .00                    | 1,805.25               | 831.25                   | .00                   | 974.00                   | 46.05               |
| 8-1311-431-00-124-482-0-334 MORNING SIDE ESTATES-ENG & ARCH SRV | .00                    | 263.10                 | .00                      | .00                   | 263.10                   | .00                 |
| 8-1311-431-00-124-541-0-334 PALMA S/D #1-ENG & ARCH SRV         | .00                    | 4,011.25               | 1,857.25                 | .00                   | 2,154.00                 | 46.30               |
| 8-1311-431-00-124-543-0-334 PALMA S/D #2-ENG & ARCH SRV         | .00                    | 3,839.15               | 1,771.75                 | .00                   | 2,067.40                 | 46.15               |
| 8-1311-431-00-124-585-1-334 RAMBO ESTATES-ENG & ARCH SRV        | .00                    | 1,937.10               | 893.00                   | .00                   | 1,044.10                 | 46.10               |
| 8-1311-431-00-124-612-0-334 RENA RAE S/D-ENG & ARCH SRV         | .00                    | 3,836.60               | 2,365.50                 | .00                   | 1,471.10                 | 61.66               |
| 8-1311-431-00-124-785-0-334 VILLA DEL MUNDO-ENG & ARCH SRV      | .00                    | 23.08                  | .00                      | .00                   | 23.08                    | .00                 |
| 8-1311-431-00-124-793-0-334 WARE COUNTY-ENG & ARCH SRV          | .00                    | 1,167.00               | 279.00                   | .00                   | 888.00                   | 23.91               |
| <b>1311 BORDER COLONIA ACCESS PROGRAM ROUND II</b>              | <b>.00</b>             | <b>29,500.42</b>       | <b>9,865.25</b>          | <b>.00</b>            | <b>19,635.17</b>         | <b>33.44</b>        |
| <b>8 YEAR</b>   | <b>.00</b>             | <b>29,500.42</b>       | <b>9,865.25</b>          | <b>.00</b>            | <b>19,635.17</b>         | <b>33.44</b>        |



PURCHASING DEPARTMENT  
County Of Hidalgo

**HIDALGO COUNTY BCAP PRECINCT NO 4  
FOR  
BCAP PROJECTS**

**Scoring & Evaluation  
GRID**

**ENGINEERING FIRMS**

| Total Scores | Gutierrez Eng | Hinojosa Eng | J.E. Saenz & Assoc |
|--------------|---------------|--------------|--------------------|
| Scores       | 83            | 84           | 97                 |
| Scores       | 89            | 87           | 98                 |
| Ranking      | 86            | 85.85        | 97.50              |

\*SCORING & EVALUATION COMPLETED BY PCT NO 4

# COUNTY *of* HIDALGO



EDINBURG, TEXAS 78539

Oscar L. Garza, Jr.  
County Commissioner, Pct. No. 4

1102 N. Doolittle Rd.  
Edinburg, Texas 78541  
Office (956) 383-3112

## MEMO

DATE: APRIL 30, 2008  
TO: MS. LAURA RENTERIA MOYA, B.C.A.P.  
HIDALGO COUNTY PURCHASING DEPT  
FROM: HIDALGO COUNTY PCT. #4  
REF: REQ. STATEMENTS OF QUALIFICATIONS

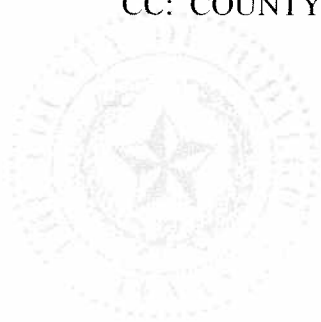
I AM REQUESTING THE STATEMENT OF QUALIFICATIONS FOR THE FOLLOWING FIRMS FOR RANKING AND SELECTION:

- 1) GUTIERREZ ENGINEERING, INC.
- 2) HINOJOSA ENGINEERING
- 3) J.E. SAENZ & ASSOCIATES, INC.

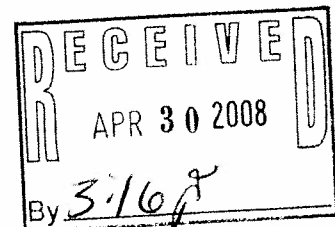
THE PROPOSED FIRM WILL BE PROVIDING "ENGINEERING SERVICES" FOR ROAD CONSTRUCTION OF HIDALGO COUNTY PRECINCT #4 BORDER COLONIA ACCESS PROGRAM (ROUND 2) PROJECTS.

SHOULD YOU HAVE ANY QUESTIONS OR REQUIRE ADDITIONAL INFORMATION, PLEASE FEEL FREE TO CONTACT ME AT (956) 383-3112.

CC: COUNTY FILES



*Sent 4/30/08*



# COUNTY *of* HIDALGO



EDINBURG, TEXAS 78539

Oscar L. Garza, Jr.  
County Commissioner, Pct. No. 4

1102 N. Doolittle Rd.  
Edinburg, Texas 78541  
Office (956) 383-3112

## MEMO

DATE: APRIL 30, 2008  
TO: MS. MARTHA L. SALAZAR, PURCHASING AGENT  
C/O LAURA RENTERIA MOYA, BCAP  
FROM: HIDALGO COUNTY PCT. #4 *9 5 8 for [Signature]*  
REF: PROFESSIONAL SERVICES ENGINEER SELECTION  
COLONIA ACCESS PROGRAM (ROUND II)

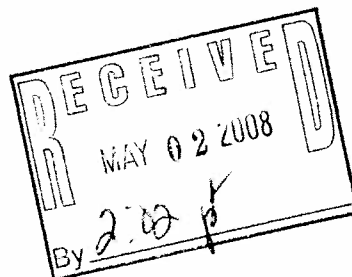
THE PRECINCT IS RECOMMENDING BORDER COLONIA ACCESS PROGRAM "PROFESSIONAL SERVICES" AWARD TO THE FOLLOWING FIRM:

J.E. SAENZ & ASSOCIATES, INC  
P.O. BOX 3293  
EDINBURG, TEXAS 78540

SELECTION WAS BASED ON THE ATTACHED ENGINEER RATING SHEETS AS COMPLETED BY MR. JUAN MANUEL CARRANZA, CHIEF ADM. AND MR. ROBERT ANDRADE, FIELD OP. DIRECTOR.

SHOULD YOU HAVE ANY QUESTIONS FEEL FREE TO CONTACT OUR OFFICE, THANK YOU.

CC: MR. AGAPITO VARGAS, BCAP DIRECTOR  
COUNTY FILES



AI-9139

16.L.1.

**Cellular Phone Equipment for Sheriff' Office.  
CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Gricelda Villarreal, PURCHASING DEPT.

**Submitted For:** Marty Salazar

**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Sheriff's Office

**Information**

**CAPTION**

Pursuant to Hidalgo County Cellular Telephone Policy, requesting acceptance and approval to purchase one (1) cell phone (equipment only-Model PTR690HK) Centro Palm through Hidalgo County's membership/participation with HGAC awarded vendor Sprint in the amount not to exceed \$399.99. (Contract No.: CW05-02)

**BACKGROUND**

If local vendor can obtain the phone equipment as a "replacement unit" the cost may be reduced to \$99.99. The attempt was going to be made to qualify the unit as a "replacement" but it appeared unlikely because this unit had already been replaced once before.

**Fiscal Impact**

**FISCAL YEAR:** 8

**ACCT. #:** 8-1229-421-00-280-007-0-664

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

\$3,853.73 available balance as of 05/02/08.

**Attachments**

Link: [cell phone request](#)

**Form Routing/Status**

| Route Seq | Inbox                 | Approved By   | Date                | Status |
|-----------|-----------------------|---------------|---------------------|--------|
| 1         | Purchasing Department | Marty Salazar | 05/02/2008 11:23 AM | APRV   |
| 2         | Budget & Management   | Dina Trevino  | 05/02/2008 01:45 PM | APRV   |
| 3         | Rey Salazar           | Rey Salazar   | 05/02/2008 03:23 PM | APRV   |
| 4         | Auditor's Office      | Linda Fong    | 05/02/2008 04:29 PM | APRV   |
| 5         | Court Administrator   | Angela Garcia | 05/02/2008 04:54 PM | APRV   |

Form Started By: Gricelda Villarreal

Started On: 05/01/2008 11:19 AM

Final Approval Date: 05/02/2008

## CELLULAR PHONE REQUEST FORM

### HIDALGO COUNTY, TEXAS

(1) Type of Request:

Phone and service (NEW)  User Name Change

Phone and service (Porting/Existing number: 956 \_\_\_\_\_)  Delete Service

Plan change  Other Equipment Only

(2) Requesting employee/position: Anacleto Martinez, Chief Deputy

Employee ID #: \_\_\_\_\_ Office: \_\_\_\_\_ Budget Acct. #: 7-1229-421-00-280-007-0-532

(3) Type of duties:

Offsite duties  On-call duties  Law Enforcement  Emergency Response  Other: \_\_\_\_\_

(4) Describe how cell phone will be used: Law Enforcement Administration

(5) Anticipated usage in minutes per month (check only one):

|   |                          |                          |                          |                          |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> <b>Sprint</b> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   | 400                      | 1000                     | 1400                     | 2000                     | 3000                     | 4000                     | Data Card                |
| Plan Cost   | \$42.00                  | \$59.00                  | \$76.00                  | \$91.00                  | \$133.00                 | \$165.00                 | \$85.00                  |


(6) Will phone be used outside of the County of Hidalgo YES. If yes indicate where and how frequently During assigned Sheriff's Office related business

(7) Cell phones come with desktop charger. Additional accessories needed:

Car charger \_\_\_\_\_ Carrying case \_\_\_\_\_ Extra battery \_\_\_\_\_ Other: \_\_\_\_\_

(8) If requesting a different model or make of cell phone than is supplied under the current contract indicate justification for additional expense Administration/Command Personnel

**Department Head / Elected Official**

|  |   |                            |
|--|---|----------------------------|
| <br>↑ Signature ↑ | Guadalupe "Lupe" Trevino<br>Sheriff<br>↑ Print Name ↑ | 4-22-08<br>↑ Date Signed ↑ |
|--|---|----------------------------|

**APPROVED BY HIDALGO COUNTY COMMISSIONERS' COURT**

APPROVAL DATE: \_\_\_\_\_

For multiple phone requests, please continue on the following page.  
 V4 - modified 10/5/06



Stay Connected. Get Informed.



Power  
Has Its  
Perks.

## HGAC Contract Details

### HGAC Contract (8.16MB)

- Contract Number: CW05-02
  - Effective through May, 2009
- Fully competed national contract agreement, amended on 2/21/07 to include all Sprint & Nextel markets, products and services. End Users must be a member and have a signed Interlocal Agreement with HGAC to utilize contract. Membership is free. See HGACBuy.com website for list of Participating Members who have an Interlocal Agreement already in place  
<https://www.hgacbuy.com/Program%20Information.htm>

### HGAC Amendments and Exhibits

HGAC Amendment #1 (2.47MB)  
 HGAC Amendment #2 (0.04MB)  
 HGAC Amendment #3 (0.16MB)  
 HGAC Exhibits (7.67MB)

### Airtime Discounts:

23% Discount Off Nat'l Airtime Rate Plans for VOICE and DATA  
 Add-On Features: No additional discount

### Nextel iDEN equipment:

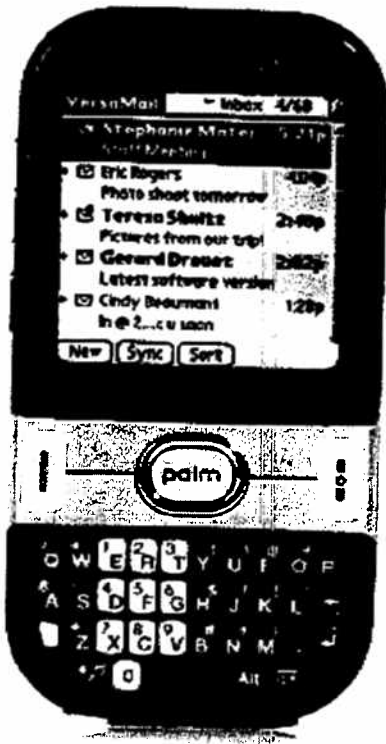
39% off the National Promotion Price of all Equipment or Flat rate pricing, whichever is lowest.  
 20% Off RRP (Regular Retail Price), 0% Off Promotional Price of Accessories

### Sprint CDMA equipment:

Promotional Flat rate pricing or rebate, which ever is lowest.  
 No discount on accessories

Emergency Response Program and CNS is included in agreement  
 Shipping and Activation fees are waived  
 Early Termination Fee is waived  
 Individual Liable customers receive 10% Private or 15% Public discount under standard Public Sector IL program.





\$ 399.99

**AI-9142**  
**HIDALGO COUNTY SHERIFF'S OFFICE**  
**CC REGULAR**

**16.L.2.**

**Date:** 05/06/2008  
**Submitted By:** Laura Moya, PURCHASING DEPT.  
**Department:** PURCHASING DEPT.

**Agenda Area:** Purchasing Department

**Purchasing only:** Sheriff's Office

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**Information**

**CAPTION**

A. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024 (A)(4) a professional service for engineering services in connection with Hidalgo County Sheriff's Office Sub-Station in the Precinct No.1 area;

B. Presentation of scoring grid (for the purposes of ranking by CC) of the firms graded & evaluated through the County's approved "pool" of engineers in connection with professional engineering services required for the construction of Hidalgo County Sheriff's Office Sub-Station in the Precinct No 1 area;

1st. \_\_\_\_\_; 2nd. \_\_\_\_\_;  
3rd. \_\_\_\_\_;

C. Authority for the Purchasing Department to negotiate a professional engineering services contract with the No.1 ranked firm of \_\_\_\_\_ for the provision of engineering services for Hidalgo County Sheriff's Office Sub-Station in the Precinct No 1 area.

**BACKGROUND**

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1336-423-00-280-036-0-720

**FUNDS AVAILABLE Y/N?:**

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

\$2,803,731.47 available balance as of 05/02/08.

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**Attachments**

Link: [backup](#)

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**Form Routing/Status**

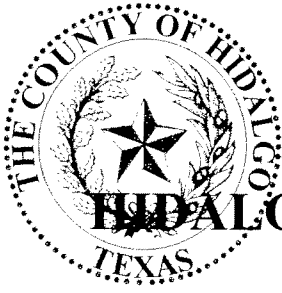
| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Purchasing Department | Marty Salazar      | 05/01/2008 02:13 PM | APRV          |
| 2                | Budget & Management   | Dina Trevino       | 05/01/2008 04:11 PM | APRV          |
| 3                | Rey Salazar           | Rey Salazar        | 05/02/2008 01:17 PM | APRV          |

4 Auditor's Office Linda Fong 05/02/2008 04:25 PM APRV  
5 Court Administrator Angela Garcia 05/02/2008 04:54 PM APRV

Form Started By: Laura Moya Started On: 05/01/2008 11:38 AM

Final Approval Date: 05/02/2008

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PURCHASING DEPARTMENT

County Of Hidalgo

**HIDALGO COUNTY SHERIFF'S DEPARTMENT**

FOR

**SUB-STATION IN THE PCT NO 1 AREA**

# Scoring & Evaluation GRID

**ENGINEERING FIRMS**

| Total Scores | <b>Dos Logistics<br/>Inc</b> | <b>L &amp; G Engineering</b> | <b>Rodriguez<br/>Engineering</b> |
|--------------|------------------------------|------------------------------|----------------------------------|
| Evaluator #1 | <b>96</b>                    | <b>94</b>                    | <b>91</b>                        |
| Evaluator #2 | <b>98</b>                    | <b>96</b>                    | <b>92</b>                        |
| Evaluator #3 | <b>97</b>                    | <b>99</b>                    | <b>68</b>                        |
| Evaluator #4 |                              |                              |                                  |
| Evaluator #5 | <b>97</b>                    | <b>90</b>                    | <b>85</b>                        |
| Totals       | <b>97</b>                    | <b>94.75</b>                 | <b>84</b>                        |
| Ranking      |                              |                              |                                  |

\*SCORING & EVALUATION COMPLETED BY Commissioner's Court

**AI-9158**  
**Interdept. Transfer**  
**CC REGULAR**

**17.A.**

**Date:** 05/06/2008  
**Submitted By:** Veronica Lopez, BUDGET & MANAGEMENT  
**Submitted For:** Valde Guerra  
**Department:** BUDGET & MANAGEMENT  
**Agenda Area:** Budget and Management

---

**Information**

**CAPTION**

**Donna Hooks Fletcher Museum:**

1. Discussion, consideration, and action on annual funding agreement between Hidalgo County and the Donna Hooks Fletcher Museum for 2008.
2. Approval of 2008 interdepartmental transfer for Donna Hooks Fletcher Museum in the amount of \$50,000.00.

**BACKGROUND**

---

**Fiscal Impact**

**FISCAL YEAR:** **ACCT. #:** 8-1100-4XX-XX-115-0XX-0-8XX  
**FUNDS AVAILABLE Y/N?:** Yes **MATCHING FUNDS Y/N?:**  
**BUDGETARY IMPACT:**  
\$ 218,042.71 Available balance as of 05/02/08.

---

**Attachments**

Link: [Donna Museum](#)

Link: [AI- 9158](#)

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/02/2008 04:06 PM | APRV          |
| 2                | Erika Reyna           | Erika Reyna        | 05/02/2008 04:17 PM | APRV          |
| 3                | Auditor's Office      | Linda Fong         | 05/02/2008 05:24 PM | APRV          |
| 4                | Purchasing Department |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Veronica Lopez  
Started On: 05/02/2008 02:59 PM  
Final Approval Date: 05/02/2008

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STATE OF TEXAS           §  
  §  
COUNTY OF TEXAS       §

**MUSEUM FUNDING AGREEMENT**

This Museum Funding Agreement (the "Agreement") is made and entered into on this the \_\_\_\_\_ day of \_\_\_\_\_, 2008 but is made effective the 1<sup>st</sup> day of January, 2008, by and between the County of Hidalgo, Texas, a political subdivision of the State of Texas hereinafter referred to as the "County" and the Donna Hooks Fletcher Museum, a Texas non-profit corporation hereinafter referred to as the "Museum".

**WITNESSETH:**

WHEREAS, County is authorized to operate and maintain parks, playgrounds and historical museums, pursuant to Tex. Loc. Gov. Code 331.001, et seq., and may, in connection with the authority to establish museums, acquire and display collections, books, paintings, sculptures, coins and other objects of historical significance to the County; and

WHEREAS, as consideration for the Museum to provide the services of a County historical museum located in Donna, Hidalgo County, Texas which is open to the public, County desires to provide financial support to the Museum; and

WHEREAS, County desires to assist Museum by providing funding for use by the Museum in operating its facilities during the calendar year 2008.

NOW THEREFORE, for and in consideration of the mutual covenants, conditions and agreements herein set forth, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, County and Museum agree as follows:

1. **Obligation of Museum.** During the period of this Agreement, Museum agrees to provide a historical Museum for all persons in Hidalgo County. The Museum will be open to the public on a regular basis on days and at times that are reasonably set by the Board of Trustees of the Museum. Museum agrees to display collections, historical books, paintings, sculptures, coins and other objects or collections of historical significance to the public at the Museum site and agrees to continue to acquire such items, objects and collections of historical significance. In addition, Museum agrees to use the funds provided by County pursuant to this Agreement to operate a historical museum for the purposes of acquiring, constructing, maintaining, and displaying to the public permanent exhibits of historical significance to the County.
2. **Museum Programs.** Museum also agrees to periodically conduct programs related to significant areas of interest in the history of Hidalgo County, Texas during the period of this Agreement.

3. **Consideration.** As consideration for the above and foregoing services that are provided for and on behalf of County, County agrees to pay Museum the sum of Fifty Thousand and 00/100ths Dollars (\$50,000.00), payable in twelve (12) equal monthly installments, beginning \_\_\_\_\_ and ending December 31, 2008.
4. **Term.** The period of this Agreement will be for one (1) year, commencing on \_\_\_\_\_ and ending December 31, 2008.
5. **Liability for Museum Operation.** Museum assumes full responsibility and liability for conducting the programs and for any damage to the historical building site, the adjacent improvements occupied by Museum, or any of the personal property located upon the premises, including, but not limited to, all collections and items of historical significance, which may occur as a result of the public's use of the Museum.
6. **Indemnity.** Museum assumes and agrees to hold County harmless from any liability connected with any injury, death or damage to any person or property which may arise from or occur in connection with the maintenance, operation and use of the historic Museum site and any of the adjacent buildings utilized by Museum to perform the services provided by it, pursuant to sections 1 and 2 above. Museum will indemnify and hold County harmless from any and all damage arising from any injury, death or damage which may arise from an injury, death or damage to any person or item of property which occurs as a result of Museum's operation and use of the Museum's property that is utilized to perform and present the services set forth in sections 1 and 2 above. Museum agrees to purchase liability insurance to fully protect it and County from any such injury or damages in at least the amount prescribed by the Texas Tort Claims Act, Tex. Civ. Prac. and Rem. Code §101.001 et seq., as now existing or hereinafter amended, replaced or recorded.
7. **No Restriction on County.** No provision of this Agreement will restrict or deprive County of any powers or other lawful authority which it may presently possess with regard to the establishment or maintenance of other museum or the collection of any items related to the history of Hidalgo County or the South Texas area.
8. **Conflict with Applicable Law.** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between and provision of their Agreement and any present or future law, ordinance, or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

9. **No Waiver.** No waiver by any party hereto of any breach of any provision of the Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.
10. **Entire Agreement.** This Agreement contains the entire contract between the parties hereto and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by the County and Museum, and not otherwise.
11. **TEXAS LAW TO APPLY.** THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, AND ALL OBLIGATIONS OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN HIDALGO COUNTY, TEXAS. THE PARTIES HEREBY CONSENT TO PERSONAL JURISDICTION IN HIDALGO COUNTY, TEXAS.
12. **Notice.** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communication required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to County: Hidalgo County, Texas  
Attention: County Judge  
P.O. Box 1356  
Edinburg, Texas 78540-1356

If to Museum: Donna Hooks Fletcher Museum  
Attention: Executive Director  
P.O. Box 716  
Donna, Texas 78537

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

13. **Additional Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

14. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.
15. **Assignment.** This Agreement shall not be assignable.
16. **Headings.** The headings and captions contained in this Agreement are solely for convenience reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.
17. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and singular shall include the plural whenever and so often as may be appropriate.
18. **Authority to Execute.** The execution and performance of this Agreement by District and County have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of the Museum and County in accordance with its terms.
19. **Commitment of Current Revenues Only.** In the event that during any term hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then any party may terminate this Agreement upon ninety (90) days written notice to the other party. Each of the parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of each party hereto pursuant to the provisions of Tex. Loc. Govt. Code Ann. §271.903.
20. **Record Keeping and Audit.** Museum agrees to maintain records and reports as are necessary to establish the use of County funds under this Agreement for the purposes outlined in section 1 of this Agreement, and agrees to make those records and reports available to the County, and other local, state or federal agency or authority that may exercise jurisdiction over County funds. In addition, Museum agrees to comply with the reasonable requirements and standards of the Hidalgo County Auditor with respect to accounting for and reporting funds provided by County. Funds provided to Museum hereunder must be used in an activity that meets one of the objectives listed in Tex. Loc. Govt. Code §318.011 and 331.001, et. seq.

**WITNESS THE HANDS OF THE PARTIES** and effective as of the day and year first written above.

**COUNTY OF HIDALGO, TEXAS**

\_\_\_\_\_  
Juan D. Salinas, III County Judge

ATTEST:

\_\_\_\_\_  
Arturo Guajardo, Jr., County Clerk

**DONNA HOOKS FLETCHER MUSEUM**

By: \_\_\_\_\_  
Chairman, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED AS TO FORM:

ATLAS & HALL, L.L.P.

BY: \_\_\_\_\_  
Stephen L. Crain

DATE: May 2, 2008

**2008**  
Transfer

DEPARTMENT HEAD: Valde Guerra

DEPARTMENT NAME: Dept. of Budget & Management

ACCOUNT NUMBER: 8-1100-4XX-XX-115-0XX-0-8XX



**SUBJECT: Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

| INCREASE/DECREASE<br>ACCOUNT NUMBER     | ACCOUNT (OBJECT)<br>NAME            | AMOUNT             |
|---|-------------------------------------|--------------------|
| <b>FROM</b>                             |                                     |                    |
| 8-1100-415-00-115-002-0- 899            | Co Wide Adm- Contingency            | <b>(50,000.00)</b> |
| <b>TO</b>                               |                                     |                    |
| 8-1100-451-32-115-058-0- 843            | Donna Museum- Aid to nongovt agency | <b>50,000.00</b>   |
| <b>TOTAL BUDGET INCREASE (DECREASE)</b> |                                     | <b>0.00</b>        |

**REASON:** Interdepartmental Transfer from Co Wide Adm- Contingency to Donna Museum- Aid to Nongovt Agency to fund payments made under the funding agreement.

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
COMMISSIONERS COURT

\_\_\_\_\_  
/ /  
DATE

\_\_\_\_\_  
ATTEST, COUNTY CLERK

**AI-9155**

**17.B.**

**Interdept transfer for \$8k**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Ivan Cantu, BUDGET & MANAGEMENT

**Submitted For:** Valde Guerra

**Department:** BUDGET & MANAGEMENT

**Agenda Area:** Budget and Management

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**Information**

**CAPTION**

**Palmview Crime Stoppers:**

1. Approval for Hidalgo County to enter into a Contract for donation of funds with the Palmview Crime Stoppers in order to administer a crime prevention program as provided under the provisions of Texas Local Government Code Chapter 351 Section 351.901 "Donation to Certain Crime Stoppers and Crime Prevention Organizations".
2. Approval to pay donation of funds (invoice) to the Palmview Crime Stoppers in the amount of \$8,000.00 to administer a crime prevention program with authority for County Treasurer to issue check after review, audit, and processing procedures are completed by the County Auditor.
3. Approval of 2008 interdepartmental transfer from Countywide Administration - Contingency to Sheriff (1100) in the amount of \$8,000.00 to fund payment to the Palmview Crime Stoppers.

**BACKGROUND**

Contract is effective upon CC approval and execution by both parties.

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**Fiscal Impact**

**FISCAL YEAR:** 2008

**ACCT. #:** 8-1100-4XX-00-XXX-00X-0-XXX

**FUNDS AVAILABLE Y/N?:** Y

**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

8-1100-415-00-115-002-0-899 --> 8-1100-421-00-280-001-0-843 \$8,000.00; Available Balance as of 5-2-08 \$218,042.71.

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**Attachments**

Link: [LGC 351 Crime Prevention Statute](#)

Link: [Palmview Crime Stoppers transfer](#)

Link: [Palmview Crime Stoppers backup](#)

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**Form Routing/Status**

| <b>Route Seq</b>                | <b>Inbox</b>            | <b>Approved By</b> | <b>Date</b>                     | <b>Status</b> |
|---------------------------------|-------------------------|--------------------|---------------------------------|---------------|
| 1                               | Ivan Cantu (Originator) | Ivan Cantu         | 05/02/2008 03:40 PM             | APRV          |
| 2                               | Budget & Management     | Dina Trevino       | 05/02/2008 03:58 PM             | APRV          |
| 3                               | Rey Salazar             | Rey Salazar        | 05/02/2008 04:21 PM             | APRV          |
| 4                               | Auditor's Office        | Linda Fong         | 05/02/2008 05:01 PM             | APRV          |
| 5                               | Purchasing Department   |                    | 05/02/2008 06:01 PM             | NEW           |
| Form Started By: Ivan Cantu     |                         |                    | Started On: 05/02/2008 01:56 PM |               |
| Final Approval Date: 05/02/2008 |                         |                    |                                 |               |

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TEXAS LOCAL GOVERNMENT CODE  
CHAPTER 351 COUNTY JAILS AND LAW ENFORCEMENT

SUBCHAPTER Z. MISCELLANEOUS LAW ENFORCEMENT PROVISIONS

§ 351.901. DONATION TO CERTAIN CRIME STOPPERS AND CRIME PREVENTION ORGANIZATIONS. (a) In this section:

(1) "Crime stoppers organization" means a private, nonprofit organization or a public organization that:

- (A) is operated on a local or statewide level;
- (B) accepts and expends donations for rewards to persons who report to the organization information about criminal activity; and
- (C) forwards the information to the appropriate law enforcement agency.

(2) "Crime prevention organization" means an organization with an advisory council consisting of local law enforcement officers and volunteers from the community that:

- (A) is operated on a local or statewide level;
- (B) identifies crime-related issues relevant to a segment of society particularly prone to victimization, including the elderly population; and

(C) provides assistance to the community in the form of crime prevention and education and provides training for law enforcement officers in dealing effectively with the segment of society prone to victimization.

(b) The commissioners court of a county by contract may donate money to one or more crime stoppers or crime prevention organizations for expenditure by the organizations to meet the goals identified in Subsection (a). The total amount of all donations made in a calendar year may not exceed \$25,000.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 700, § 1, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 165, § 1, eff. May 21, 1999.





**OPERATIONAL RESOURCE MANUAL**

**VI**

County, at its sole discretion, may and will suspend and/or terminate this contract and require a full refund of any and all monies by Crime Stoppers not expended under the terms of this contract, in whole or part, for "cause".

"Cause" shall include but not necessarily be limited to:

1. Crime Stoppers' improper, misuse or inept use of funds; and/or
2. Crime Stoppers' failure to comply with the terms and conditions of this contract, specifically including, but in no way limited to, Section II of this contract; and/or
3. Crime Stoppers' submission of data and/or reports that are incorrect or incomplete or false in any material respect; and/or
4. The performance of the terms and/or conditions of this contract is rendered impossible.

In the case of suspension, County shall advise Crime Stoppers as to these conditions precedent to resumption of payment of the donation and specify a date for compliance without exemption.

In the case of termination, Crime Stoppers will remit to County any and all unexpended portions of County's donation. Acceptance of said remittance shall not constitute a waiver of any claim County may otherwise have arising out of this contract.

**VII**

The undersigned officers and agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this contract on behalf of the respective parties hereto and each party hereby certifies to the other that any and all necessary resolutions extending said authority have been duly passed and are now in full force and effect.

Executed in duplicate originals this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_ County, Texas \_\_\_\_\_ "COUNTY" \_\_\_\_\_ TX \_\_\_\_\_ Address City Zip

BY: THE HONORABLE \_\_\_\_\_ COUNTY JUDGE Name

ACTING ON BEHALF AND BY THE AUTHORITY OF THE \_\_\_\_\_ COUNTY COMMISSIONERS COURT.

\_\_\_\_\_ "CRIME STOPPERS" \_\_\_\_\_ Inc. Program Name

\_\_\_\_\_ Palmview \_\_\_\_\_ Texas 78574  
BY: Joe Chapa \_\_\_\_\_ Chairman Name

ACTING ON BEHALF AND BY THE AUTHORITY OF THE BOARD OF DIRECTORS OF  
\_\_\_\_\_ Palmview Crime Stoppers \_\_\_\_\_, INC.

APPROVED AS TO FORM AND CONTENT:

\_\_\_\_\_ County Attorney

PALMVIEW POLICE  
PALMVIEW CRIMESTOPPERS  
400 W VETERANS BLVD.  
PALMVIEW TEXAS, 78572  
956-432-0303

**INVOICE**

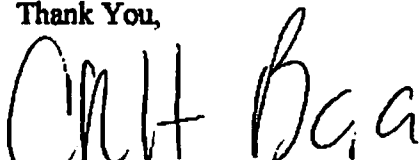
MAY 3, 2008

HIDALGO COUNTY  
HIDALGO COUNTY  
CANTON & CLOSNERBU 3. 201  
EDINBURG TEXAS 78539  
956-318-2151 EXT.4826

ID Number : 2008-001

| Date             | Description   | Cost              |
|------------------|---|-------------------|
| 5/2/2008         | PAYMENT FOR PALMVIEW CRIMESTOPPERS UNDER<br>CHAPTER 2 SECTION 351.901 OF THE TEXAS GOV.<br>CODE | 8000.00           |
| <b>TOTAL DUE</b> |   | <b>\$ 8000.00</b> |

Thank You,

  
CHIEF C.R. BARRERA

Form **W-9**  
(Rev. October 2007)  
Department of the Treasury  
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return)  
**PALMVIEW CRIME STOPPERS**

Business name, if different from above

Check appropriate box:  Individual/Sole proprietor  Corporation  Partnership  
 Limited liability company, Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ -----  Exempt payee  
 Other (see instructions) ▶

Address (number, street, and apt. or suite no.)  
**400 W VETERANS BLVD.**

City, state, and ZIP code  
**PALMVIEW TEXAS 78572**

List account number(s) here (optional)

Requester's name and address (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

|                                |         |
|--------------------------------|---------|
| Social security number         |         |
|                                |         |
| OR                             |         |
| Employer identification number |         |
| 74                             | 2980579 |

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶  Date ▶ 5/2/08

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

**AI-9152**

**18.D.**

**Cause No.: CL-08-1217-D**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Norma Silva, BUDGET & MANAGEMENT

**Submitted For:** Valde Guerra

**Department:** BUDGET & MANAGEMENT

**Agenda Area:** Closed Session

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**Information**

**CAPTION**

Cause No.: CL-08-1217-D; Jay Willis d/b/a Sandpipers Resort Lc vs. Hidalgo County.

**BACKGROUND**

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**Fiscal Impact**

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**Attachments**

*No file(s) attached.*

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/02/2008 03:15 PM | APRV          |
| 2                | Auditor's Office      | Linda Fong         | 05/02/2008 04:26 PM | APRV          |
| 3                | Purchasing Department |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Norma Silva  
Started On: 05/02/2008 09:45 AM

Final Approval Date: 05/02/2008

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**AI-9153**

**19.D.**

**Cause No.: CL-08-1217-D**

**CC REGULAR**

**Date:** 05/06/2008

**Submitted By:** Norma Silva, BUDGET & MANAGEMENT

**Submitted For:** Valde Guerra

**Department:** BUDGET & MANAGEMENT

**Agenda Area:** Open Session

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**Information**

**CAPTION**

Cause No.: CL-08-1217-D; Jay Willis D/b/a/ Sandpipers Resort Lc vs. Hidalgo County

**BACKGROUND**

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**Fiscal Impact**

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**Attachments**

*No file(s) attached.*

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**Form Routing/Status**

| <b>Route Seq</b> | <b>Inbox</b>          | <b>Approved By</b> | <b>Date</b>         | <b>Status</b> |
|------------------|-----------------------|--------------------|---------------------|---------------|
| 1                | Budget & Management   | Dina Trevino       | 05/02/2008 03:15 PM | APRV          |
| 2                | Auditor's Office      | Linda Fong         | 05/02/2008 04:26 PM | APRV          |
| 3                | Purchasing Department |                    | 05/02/2008 06:01 PM | NEW           |

Form Started By: Norma Silva  
Started On: 05/02/2008 09:47 AM  
Final Approval Date: 05/02/2008

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