



PURCHASING DEPARTMENT  
County Of Hidalgo

**MEMORANDUM**

**“SOLE SOURCE DECLARATION”  
“ORDER”**

To: Hidalgo County Commissioners Court

From: Martha L. Salazar  
Hidalgo County Purchasing Agent

Date: March 31, 2009

Re: “Sole Source Declaration” - Judicial Systems Corporation

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In October of 2000, Commissioners Court award a bid to Judicial Systems Corporation for an Fully Integrated, Automated Juror Administration System-Software and Hardware for the Hidalgo County District Clerk’s Office.

Technical support and maintenance for this proprietary software was included in the initial purchase at no charge

Thereafter, unlimited technical support and maintenance would need to be purchased by the District Clerk for this proprietary software.

Therefore, Hidalgo County District Clerk requires the purchase of technical support and maintenance, programing services, and related features from the proprietary owner, Judicial Systems Corporation the for the fully automated juror administration system-software and hardware in order to operate and render the statutory duties of the District Clerk.

# Judicial Systems Incorporated

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March 25, 2009

Martha Salazar  
Purchasing Agent  
County of Hidalgo  
P.O. Box 87  
Edinburg, TX 78540

Dear Ms. Salazar:

This letter is in response to our telephone conversation this date. Thank you for your efforts in trying to resolve the matter of tech support and software update fee for Hidalgo County jury operations.

Judicial Systems, Inc. is the author and sole owner of the jury administration system now utilized by Hidalgo County.

The telephone technical support and software upgrade fee consists of the following items:

1. The ability of Hidalgo County jury personnel to utilize our telephone technical support team on unlimited basis, Monday through Friday, to resolve any of the following problems they may experience:
  - A. Identify and help resolve any computer hardware problems that may occur in the normal operations of the department.
  - B. Identify and help resolve any problems related to network configuration that results from occasional changes to the county network.
  - C. Assist jury personal with questions regarding the proper use of modules within the overall jury software system.
  - D. Assist jury personal in correcting operational type errors that occur from time to time such as correcting the error of summoning people to appear on an incorrect date or time.
2. Periodically update the jury administration software with new enhancements that are incorporated within the system on a regular basis throughout the year.

I hope the above assists you in evaluating the value of this technical support and upgrade service as provided by Judicial Systems, Inc.

Respectfully submitted,

Gerald W. Dower  
CEO  
Judicial Systems, Inc.

**Affidavit & Indemnity Agreement**

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

Affiant: \_\_\_\_\_

Affiant on oath swears that the following statements are true and are within the personal knowledge of Affiant.

Affiant \_\_\_\_\_ states she is a sole proprietor doing business as \_\_\_\_\_ with Hidalgo County under Contract # \_\_\_\_\_ dated \_\_\_\_\_. Affiant will provide services for Hidalgo County \_\_\_\_\_ under a Hidalgo County Purchase Order # \_\_\_\_\_ as approved on \_\_\_\_\_.

Affiant further states that he has no employees and does not anticipate employing any during the term of this contract. In the event Affiant does employ any staff during the contract, Affiant shall immediately notify Hidalgo County and obtain the Workers Compensation required by law. Affiant further acknowledges that failure to do so will result in cancellation of the purchase order.

Affiant agrees to indemnify, defend and hold harmless the County of Hidalgo and its agents, employees and elected officials from and against any and all claims, suits, demands and causes of action, of any kind or nature, arising out of or in any way relating to the services performed by Affiant

Further Affiant sayeth not.

\_\_\_\_\_

Printed Name of Affiant: \_\_\_\_\_

SWORN AND SUBSCRIBED TO under oath before me on \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Notary Public, State of Texas