

**AI-15772**

**2.A.**

**Line Item Transfer to fund lease rental for Mediplex & for Co. Wiide asset valuation study.**

**CC CONSENT**

Date: 06/02/2009  
Submitted By: Anna Galvan, BUDGET & MANAGEMENT  
Submitted For: Sergio Cruz  
Department: BUDGET & MANAGEMENT  
Agenda Category: 2009 Intradepartmental Transfers

Information

CAPTION

2009 - County Wide Adm. (1100)

BACKGROUND

Please refer to AI-15764 in Regular Agenda. (an interfund transfer into Co. Wide Contingency)

Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1100-415-00-115-002-0-XXX  
FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

899-->350 \$ 14,580.00  
899-->441 \$ 103,712.00  
899-->622 \$ 12,000.00

additional funds will be transferred into object code 899; please refer to AI-15764 in Regular Agenda

Attachments

Link: [Line Item Transfer](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
		Anna Galvan	05/29/2009 04:10 PM	CREATED
1	Budget & Management	Veronica Lopez	06/01/2009 08:03 AM	APRV
2	JC Carreon	JC Carreon	06/01/2009 09:19 AM	APRV
3	Auditor's Office			NEW
Form Started By: Anna Galvan			Started On: 05/29/2009 04:10 PM	



**AI-15651**

**2.B.**

**Line Item Transfer-Food**

**CC CONSENT**

Date: 06/02/2009  
Submitted By: Dora Gutierrez, COUNTY COURT #1  
Submitted For: Judge Rudy Gonzalez  
Department: COUNTY COURT #1  
Agenda Category: 2009 Intradepartmental Transfers

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Information

CAPTION

2009 - CCL #1 (1100)

BACKGROUND

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Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1100-412-00-021-001-XXX  
FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N  
BUDGETARY IMPACT:  
890-->630 - \$500.00; Funding available as of 5/22/09.

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Attachments

Link: [Line Item Transfer](#)

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Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Rosie Cantu	05/22/2009 09:55 AM	APRV
2	Norma Silva	Norma Silva	05/22/2009 01:25 PM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Dora Gutierrez Started On: 05/22/2009 09:46 AM

Final Approval Date: 05/29/2009

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AI-15723

2.C.

Line Item Transfer

CC CONSENT

**Date:** 06/02/2009  
**Submitted By:** Rachel Segura, COUNTY COURT #4  
**Submitted For:** Rachel Segura  
**Department:** COUNTY COURT #4  
**Agenda Category:** Budget and Management

Information

CAPTION

2009 - CCL #4 (1100)

BACKGROUND

Fiscal Impact

**FISCAL YEAR:** 2009                      **ACCT. #:** 9-1100-412-00-024-001-0-XXX  
**FUNDS AVAILABLE Y/N?:** Y              **MATCHING FUNDS Y/N?:** N

BUDGETARY IMPACT:

661-->831 \$ 175.00; Funds available as of 05/28/09

Attachments

Link: Line Item Transfer

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	05/28/2009 08:24 AM	APRV
2	Ana Galvan	Anna Galvan	05/28/2009 09:31 AM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Rachel Segura

Started On: 05/28/2009 08:04 AM

Final Approval Date: 05/29/2009

## INTRADEPARTMENTAL TRANSFER

DATE: May 28, 2009

DEPARTMENT HEAD: Judge Fred Garza

DEPARTMENT NAME: County Court at Law No. 4

ACCOUNT NUMBER: 9-1100-412-00-024-001-0-XXX

CONTACT PERSON: Rachael Segura PHONE: 956-318-2390

SUBJECT: Intradepartmental Transfer

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intradepartmental transfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM OBJECT CODE	OBJECT NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
661	Minor Office Furniture & Equipment	831	Court Costs & Investigation	\$175.00
<b>TOTAL</b>				<b>\$ 175.00</b>

REASON: NEED TO PAY INVOICE # 14079 IN THE AMOUNT OF \$225.00

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

\_\_\_\_\_  
CC DATE

\_\_\_\_\_  
APPROVED COMMISSIONERS' COURT

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

# **INTRADEPARTMENTAL TRANSFER**

**AI-15704**

**2.D.**

**Registration Fees**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: JC Carreon, BUDGET & MANAGEMENT  
 Submitted For: 93rd District Ct. Judge Rodolfo Delgado  
 Department: BUDGET & MANAGEMENT  
 Agenda Category: 2009 Intradepartmental Transfers

**Information**

**CAPTION**

2009 - 93rd District Court (1100)

**BACKGROUND**

**Fiscal Impact**

FISCAL YEAR: 2009 ACCT. #: 9-1100-412-00-002-001-0-XXX  
 FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Available account balance as of 05/27/2009 890-->584

**Attachments**

Link: [LIT](#)

**Form Routing/Status**

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	05/27/2009 03:49 PM	APRV
2	Noe Cavazos	NOE CAVAZOS	05/28/2009 09:35 AM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: JC Carreon  
 Started On: 05/27/2009 03:26 PM

Final Approval Date: 05/29/2009



**AI-15654**

**2.E.**

**Budget Line Item Trf**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: Ruben Flores, IT DEPARTMENT  
 Submitted For: Renan Ramirez  
 Department: IT DEPARTMENT  
 Agenda Category: 2009 Intradepartmental Transfers

**Information**

**CAPTION**

2009 - IT Dept. (1100)

**BACKGROUND**

**Fiscal Impact**

FISCAL YEAR: 2009 ACCT. #: 9-1100-415-00-200-001-0-XXX  
 FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Available account balance as of 05/22/2009 583-->601 ; 665-->601

**Attachments**

Link: [INTRA-TRF](#)

**Form Routing/Status**

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Rosie Cantu	05/22/2009 11:55 AM	APRV
2	JC Carreon	JC Carreon	05/22/2009 02:22 PM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Ruben Flores  
 Started On: 05/22/2009 11:31 AM

Final Approval Date: 05/29/2009



**AI-15661**

**2.F.**

**Budget Line Item Trf**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: Ruben Flores, IT DEPARTMENT  
 Submitted For: Renan Ramirez  
 Department: IT DEPARTMENT  
 Agenda Category: 2009 Intradepartmental Transfers

**Information**

**CAPTION**

2009 - IT Dept. (1100)

**BACKGROUND**

**Fiscal Impact**

FISCAL YEAR: 2009 ACCT. #: 9-1100-415-00-200-001-0-XXX  
 FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Available account balance as of 05-29-09

**Attachments**

Link: [Intra-Trf](#)

**Form Routing/Status**

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Rosie Cantu	05/22/2009 03:35 PM	APRV
2	Veronica Ortiz	Veronica Ortiz	05/29/2009 02:28 PM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Ruben Flores  
 Started On: 05/22/2009 02:58 PM

Final Approval Date: 05/29/2009



**Intradepartmental Transfers**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: Belinda Alvarez, EMERGENCY SERVICES DIVISION  
 Submitted For: Belinda Alvarez  
 Department: EMERGENCY SERVICES DIVISION  
 Agenda Category: 2009 Intradepartmental Transfers

Information

CAPTION

2009 - Emergency Services (1100)

BACKGROUND

Transfer need to purchase additional items for the remainder of the year.

Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1100-429-00-300-023-0-0-XXX

FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available account balance as of 05/27/2009 748->619 ; 631->550 ;631->603

Attachments

Link: [Intradept060209](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	05/27/2009 02:50 PM	APRV
2	JC Carreon	JC Carreon	05/27/2009 04:01 PM	APRV
3	Auditor's Office	Angela Garcia	05/29/2009 05:09 PM	APRV

Form Started By: Belinda Alvarez

Started On: 05/27/2009 02:41 PM

Final Approval Date: 05/29/2009



**AI-15645**

**2.H.**

**Constable Pct. 3 - Line Item Transfer**

**CC CONSENT**

Date: 06/02/2009  
Submitted By: Sylvia Solis, BUDGET & MANAGEMENT  
Submitted For: Rachel Cavazos  
Department: BUDGET & MANAGEMENT  
Agenda Category: 2009 Intradepartmental Transfers

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Information

CAPTION

2009 - Constable Pct. 3 (1100)

BACKGROUND

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Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1100-421-00-293-001-0-XXX  
FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
BUDGETARY IMPACT:  
Funds available as of 05/28/09.

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Attachments

Link: [LIT](#)

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Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Angela Garcia	05/28/2009 03:25 PM	APRV
2	Sylvia Solis	Sylvia Solis	05/28/2009 03:31 PM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Sylvia Solis  
Started On: 05/21/2009 03:38 PM

Final Approval Date: 05/29/2009

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**AI-15736**

**2.I.**

**2009 Pct #1 Sanitation (1100)**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: JOANN GONZALEZ, COMM. PCT. #1  
 Department: COMM. PCT. #1  
 Agenda Category: 2009 Intradepartmental Transfers

**Information**

**CAPTION**

2009 - Pct. #1 Sanitation (1100)

**BACKGROUND**

**Fiscal Impact**

FISCAL YEAR: 2009 ACCT. #: 9-1100-432-00-121-001-0-XXX  
 FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Available account balance as of 05-29-09

**Attachments**

Link: [2009 Pct #1 Sanitation \(1100\)](#)

**Form Routing/Status**

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	05/28/2009 03:01 PM	APRV
2	Veronica Ortiz	Veronica Ortiz	05/29/2009 02:26 PM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: JOANN GONZALEZ  
 Started On: 05/28/2009 02:45 PM  
 Final Approval Date: 05/29/2009



AI-15718

2.J.

**2009 Pct #1 Sanitation (1100)**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: JOANN GONZALEZ, COMM. PCT. #1  
 Department: COMM. PCT. #1  
 Agenda Category: 2009 Intradepartmental Transfers

Information

CAPTION

2009 - Pct. #1 Sanitation (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1100-432-00-121-001-0-XXX  
 FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Available account balance as of 05/29/2009 584-->529

Attachments

Link: [2009 Pct #1 Sanitation \(1100\)](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	05/28/2009 08:14 AM	APRV
2	Norma Silva	Angela Garcia	05/29/2009 02:38 PM	APRV
3	Budget & Management	Veronica Lopez	05/29/2009 02:40 PM	APRV
4	JC Carreon	JC Carreon	05/29/2009 02:57 PM	APRV
5	Auditor's Office		05/29/2009 05:09 PM	NEW
Form Started By: JOANN GONZALEZ			Started On: 05/27/2009 04:51 PM	
Final Approval Date: 05/29/2009				



AI-15675

2.K.

2009 Pct. No.2 BCAP Eldora Gardens Transfer (1311)

CC CONSENT

Date: 06/02/2009  
 Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM  
 Submitted For: Agapito Vargas  
 Department: COLONIA ACCESS PROGRAM  
 Agenda Category: 2009 Intradepartmental Transfers

Information

CAPTION

2009 - Pct. #2 BCAP (1311)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1311-431-00-122-252-0-841  
 FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Available balance as of 05/27/09; \$3,815.28

Attachments

Link: [LIT](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Roland Garcia	Rolando Garcia	05/27/2009 08:53 AM	APRV
2	Budget & Management	Veronica Lopez	05/27/2009 09:38 AM	APRV
3	Ana Galvan	Anna Galvan	05/27/2009 03:42 PM	APRV
4	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Marcie Jackson Started On: 05/26/2009 12:02 PM  
 Final Approval Date: 05/29/2009



THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 2nd day of June, 2009 does by these presents **GRANT, GIVE AND RELINQUISH TO:**

North Alamo Water Supply Corporation hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 2 inch /water/ gas/ sewer/ irrigation line; said line to be constructed of material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water/ gas/ sewer/ irrigation line is to be constructed, reconstructed, laid and maintained, **described as follows:**

- 1. Hargill (Couch WS/S 2<sup>nd</sup>)- Bore- Arnoldo Davila- 3/4" service connection
- 2. Hargill (Gill WS/N 4<sup>th</sup>)-Bore- Pantaleon Davila- 3/4" service connection
- 3. Hargill (Couch WS/S 1<sup>st</sup>)- Bore- Jennifer M. Marez- 3/4" service connection
- 4. Hargill (Gill WS/N 10<sup>th</sup>)- Bore- Alicia Davila- 3/4" service connection
- 5. Hargill (Couch WS/S 7<sup>th</sup>)- Bore- Luciano Munguia- 3/4" service connection
- 6. Hargill (Couch WS/N 4<sup>th</sup>)- Bore- Maria Aguirre- 3/4" service connection

The granting, giving and authorizing of permission for the said aforementioned Permittee to so construct, reconstruct, lay and maintain a water line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.
2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.
3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.
4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.
5. Notwithstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permitter has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 2nd day of June, 2009 does by these presents **GRANT, GIVE AND RELINQUISH TO:**

North Alamo Water Supply Corporation

hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 2" inch water / gas/ sewer/ irrigation line; said line to be constructed of PVC material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water / gas/ sewer/ irrigation line is to be constructed, reconstructed, laid and maintained, **described as follows:**

- 7. Primavera 2 L119 (Minn SS/E 1426)- Bore- Ampelio Garcia Jr.- ¾" service connection

The granting, giving and authorizing of permission for the said aforementioned Permittee to so construct, reconstruct, lay and maintain a water line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.
2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.
3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.
4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.
5. Notwithstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permitter has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

**Certification of Workers' Compensation Claims by Tristar Risk Management  
CC CONSENT**

Date: 06/02/2009  
Submitted By: Flora Vazquez, WORKERS' COMPENSATION  
Department: WORKERS' COMPENSATION  
Agenda Category: Budget and Management

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Information

CAPTION

Self-Insured Workers' Compensation (2202):  
Requesting approval of reimbursement of the Hidalgo County Workers' Compensation Claims paying account for claims paid by Tristar Risk Management in the amount of \$45,851.95 for the period of 05/01-15/2009 and requesting approval of wire transfer.

BACKGROUND

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Fiscal Impact

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Attachments

Link: [Invoice](#)  
Link: [By Organization](#)  
Link: [Certification](#)

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Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Veronica Lopez	05/28/2009 03:50 PM	APRV
2	Dale Kennan	Dale Kennan	05/29/2009 08:44 AM	APRV
3	Auditor's Office		05/29/2009 05:09 PM	NEW
Form Started By: Flora Vazquez			Started On: 05/28/2009 03:04 PM	
Final Approval Date: 05/29/2009				

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**Tristar Risk Management**  
**100 Oceangate Suite #700**  
**Long Beach, CA 90802**  
**(562) 495-6600**  
**TIN: 95-2791831**

May 18, 2009

Hidalgo County Workers Compensation Fund  
2818 S. Bus Hwy. 281  
Edinburg, TX 78539  
Flora Vazquez  
Director of Risk Management

L HIDAL.WC  
Invoice Number: 47157

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Loss Replenishment

Re: Workers Compensation

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Tristar Risk Management hereby certifies that the attached billings for losses paid 45,851.95  
5/1-5/15/09 (Check#324793-324925) are in accordance with our contact with Hidalgo County  
Exhibit A, dated July 1st

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**TOTAL CURRENT CHARGES** \$ 45,851.95

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Previous Balance Due \$ 91,726.73

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Payments and Credits

05/15/09 Payment received - thank you 49,647.10CR

05/15/09 Payment received - thank you 42,079.63CR

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Total Payments and Credits \$ 91,726.73CR

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Total Balance Due \$ 45,851.95

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Due Upon Receipt

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If you have any questions or need wire instructions, please call:  
(562) 495-6600 ext 1048

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# Custom Payment Total

Hidalgo County WC losses paid 5/1-5/15/09

<u>Processed</u>	<u>Check Date</u>	<u>Chk/Vchr #</u>	<u>Claim Number</u>	<u>Claimant</u>	<u>Incident</u>	<u>Transaction Type</u>	<u>Payee</u>	<u>Dates of Service</u>	<u>Method</u>	<u>Amount</u>
<b>Alternate Organization 1 : Drainage District #1</b>										
<b>Alternate Organization 1 Total: 1</b>										
<b>Alternate Organization 1 : Headstart</b>										
<b>Alternate Organization 1 Total: 63</b>										
<b>Alternate Organization 1 : Hidalgo County</b>										
<b>Alternate Organization 1 Total: 249</b>										
<b>Grand Total: 313</b>										

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HIDALGO COUNTY BUDGET OFFICE/WORKERS' COMPENSATION DIVISION  
CERTIFICATION OF WORKERS' COMP. CLAIMS PAID BY TRISTAR RISK MANAGEMENT  
FOR THE PERIOD OF: May 1 - 15, 2009

Hidalgo County's Self-Funded Workers' Compensation, Third Party Administrator (TPA) TRISTAR RISK MANAGEMENT, has submitted to my office a request to reimburse the County's CLAIMS PAYING ACCOUNT in the amount of \$ 45,851.95.

TRISTAR is certifying to my office that it has paid Workers' Compensation Claims (Check # 324793-324925) on behalf of injured employees from 05/01/2009 to 05/15/2009:

- |     |                                     |                     |
|-----|-------------------------------------|---------------------|
| 1). | Hidalgo County                      | \$ <u>40,517.78</u> |
| 2). | Hidalgo County Headstart Program    | \$ <u>5,303.52</u>  |
| 3). | Community Service Agency            | \$ <u>00.00</u>     |
| 4). | Hidalgo County Urban County Program | \$ <u>00.00</u>     |
| 5). | Drainage District #1                | \$ <u>30.65</u>     |

Total Reimbursement Requested by TRISTAR RISK MANAGEMENT \$ 45,851.95.  
Dept. of Budget & Management/Employee Benefits Section is requesting approval of this payment on the Commissioners' Court Agenda of June 2, 2009.

Initial amount advanced by Commissioner's Court to TRISTAR RISK MANAGEMENT to pay claims: \$ < 200,000.00 >

Balance left in the Hidalgo County Workers' Compensation Fund at Mellon Bank in California. (estimate) \$ 154,148.05.

I hereby approve this reimbursement and certify that I and/or my staff have reviewed each claim included on the attached check register to ensure that:

- All the claimants are in fact employees of Hidalgo County, Drainage District No. 1, Hidalgo County Headstart Program, Community Service Agency, or Hidalgo County Urban Program.
- All fees to vendors are appropriate for the type of service provided.
- All fees paid to Hidalgo County for salary continuation were in fact received by Hidalgo County, and have been received by my department and deposited with the Hidalgo County Treasurer's Office and credited to the corresponding salary account. I have forwarded a copy of the Treasurer's receipts for each check shown as issued to Hidalgo County.
- All types of expenditures reflected on this claim report are appropriate for the Hidalgo County Workers' Compensation Fund (Escrow Fund).
- The Office of the County Auditor will receive a copy of the monthly bank statement for the Hidalgo County Workers' Compensation Bank Account (held at Mellon Bank in California) no later than the 10<sup>th</sup> day of the following month.

Alicia Vazquez  
Employee Benefits Manager

05/27/2009  
Date

\_\_\_\_\_  
Dept. of Budget & Management Chief Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner's Court Approval

\_\_\_\_\_  
Date

**AI-15742**

**6.A.**

**Pct.4-Invoice #s7117, 7118, 7119 & 7120-Quintanilla, Headley & Associates, Inc.-C-07-131-07-24**

**CC CONSENT**

Date: 06/02/2009  
Submitted By: Letty Saenz, PURCHASING DEPT.  
Submitted For: Marty Salazar  
Department: PURCHASING DEPT.  
Agenda Category: Purchasing Department

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Information

CAPTION

1. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice# 7117 in the amount of \$375.00 in connection with Contract No. C-07-131-07-24 and WA #4 (PO# 601678) for engineering services for: "Roland Drive (at Villa Del Mundo Subdivision)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Pct. #4.
2. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice #7118 in the amount of \$4,875.00 in connection with Contract No. C-07-131-07-24 and WA #5 (PO# 601678)for engineering services for: "Owassa Road" from Quintanilla, Headley & Associates, Inc., contracted engineer for Pct. #4.
3. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice #7119 in the amount of \$3,750.00 in connection with Contract No. C-07-131-07-24 and WA #6 (PO #601678) for engineering services for "Mile 20 (from Sunflower to F.M. 493)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Pct. #4.
4. Presentation for discussion, consideration, acceptance, and approval of Request for Payment for Invoice #7120 in the amount of \$2,150.00 in connection with Contract No. C-07-131-07-24 and WA #7 (PO #601678) for engineering services for "Mile 20 (from Sharp Rd. to Brushline Rd.)" from Quintanilla, Headley & Associates, Inc., contracted engineer for Pct. #4.

BACKGROUND

Invoice No. 7117-QHA-\$ 375.00  
Invoice No. 7118-QHA-\$4,875.00  
Invoice No. 7119-QHA-\$3,750.00  
Invoice No. 7120-QHA-\$2,150.00  
Pct #4-Request for payment Memo & PO#601678

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Fiscal Impact

FISCAL YEAR: 2009

ACCT. #: 9-1204-431-00-124-007-0-731/734

FUNDS AVAILABLE Y/N?: Y      MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO# 601678 available balance as of 5/29/09 \$11,150.00. Funding available as of 5-29-09.

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Attachments

Link: [Invoice #s7117, 7118, 7119 & 7120-Quintanilla, Headley & Associates](#)

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Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	05/29/2009 11:55 AM	APRV
2	Budget & Management	Veronica Lopez	05/29/2009 01:19 PM	APRV
3	Manuel Chapa	Manuel Chapa	05/29/2009 04:42 PM	APRV
4	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Letty Saenz

Started On: 05/28/2009 05:21 PM

Final Approval Date: 05/29/2009

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## County of Hidalgo Pct. 4

Commissioner Oscar L. Saenz Jr.  
1051 N. Doolittle Road  
Edinburg Texas 78542-0337

### MEMO

DATE: MAY 27, 2009  
TO: PURCHASING DEPARTMENT  
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER  
FROM: HIDALGO COUNTY PCT. #4  
REF: INV. #7117, 7118, 7119 & 7120: CONTRACT #07-131-07-24

HIDALGO COUNTY PRECINCT #4 IS HEREBY REQUESTING THE FOLLOWING INVOICES:

- 1) INV. #7117, WORK AUTHORIZATION #4, IN THE AMOUNT OF \$375.00
- 2) INV. #7118, WORK AUTHORIZATION #5, IN THE AMOUNT OF \$4,875.00
- 3) INV. #7119, WORK AUTHORIZATION #6, IN THE AMOUNT OF \$3,750.00
- 4) INV. #7120, WORK AUTHORIZATION #7, IN THE AMOUNT OF \$2,150.00

FOR QUINTANILLA, HEADLEY & ASSOCIATES, INC., BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR OFFICE, THANK YOU.

RUMALDO MUNOZ JR  
ACCOUNTS PAYABLE CLERK

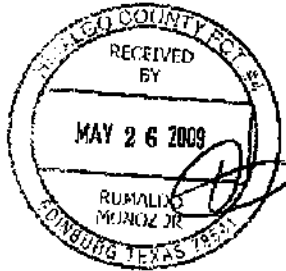
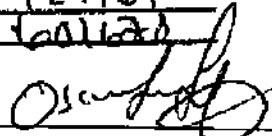
CC: COUNTY FILES  
ATTACHMENTS: Inv., 7117, 7118, 7119 & 7120, P.O. 601678

Quintanilla, Headley & Associates, Inc.  
 124 E. Stubbs St.  
 Edinburg, TX 78539

DATE	INVOICE #
5/22/2009	7117

**BILL TO**

Hidalgo County  
 Comm. Oscar L. Garza Jr.  
 2812 S. Business Hwy 281  
 Edinburg, Texas 78539

DESCRIPTION	AMOUNT
<b>PROJECT: ROLANDO DRIVE</b>  WORK AUTHORIZATION No.4 CONTRACT No. 07-131-07-24 PURCHASE ORDER No. 601678  FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.  PREPARE PLANS AND SPECIFICATIONS (DESIGN, GRADING, DRAINAGE)  FIELD STAKING.  WORK AUTHORIZATION AMOUNT:                   \$ 1,500.00 PREVIOUS PAYMENT:                               1,125.00 AMOUNT DUE NOW:                                 375.00	375.00  
Pct. # <u>9-1204-431-00-124-007-0 734</u> Pur. Req. # <u>129761</u> P.O. # <u>601678</u> 	INVOICE RECEIVED BY: <u>[Signature]</u> GOODS/SERVICES RECEIVED BY: <u>[Signature]</u> on <u>5-26-09</u> on <u>5-26-09</u>
Thank you for your business!	<b>Total</b> \$375.00

Quintanilla, Headley & Associates, Inc.  
 124 E. Stubbs St.  
 Edinburg, TX 78539

DATE	INVOICE #
5/22/2009	7118

BILL TO

Hidalgo County  
 Comm. Oscar L. Garza Jr.  
 2812 S. Business Hwy 281  
 Edinburg, Texas 78539

DESCRIPTION	AMOUNT
PROJECT: OWASSA ROAD	4,875.00
WORK AUTHORIZATION No.5 CONTRACT No. 07-131-07-24 PURCHASE ORDER No. 601678	
FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.	
PREPARE PLANS AND SPECIFICATIONS (DESIGN, GRADING, DRAINAGE)	
FIELD STAKING.	
WORK AUTHORIZATION AMOUNT: \$ 19,500.00	
PREVIOUS PAYMENT: 14,625.00	
AMOUNT DUE NOW: 4,875.00	
9-1204-431-00-124-007-0 731 Pct. # <u>0441</u> Pur. Req. # <u>129761</u> P.O. # <u>601678</u>	
INVOICE RECEIVED BY: <u>[Signature]</u> ON <u>5-26-09</u> GOODS/SERVICES RECEIVED BY: <u>[Signature]</u> ON <u>5-26-09</u>	
Thank you for your business!	<b>Total</b> \$4,875.00




Quintanilla, Headley & Associates, Inc.  
 124 E. Stubbs St.  
 Edinburg, TX 78539

DATE	INVOICE #
5/22/2009	7119

BILL TO

Hidalgo County  
 Comm. Oscar L. Garza Jr.  
 2812 S. Business Hwy 281  
 Edinburg, Texas 78539

DESCRIPTION	AMOUNT
PROJECT: MILE 20 FROM SUNFLOWER TO FM 493	3,750.00
WORK AUTHORIZATION NO.6 CONTRACT NO. 07-131-07-24 PURCHASE ORDER No. 601678	
FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.	
PREPARE PLANS AND SPECIFICATIONS ( DESIGN, GRADING, DRAINAGE)	
FIELD STAKING.	
WORK AUTHORIZATION AMOUNT: \$ 15,000.00	
PREVIOUS PAYMENT: 11,250.00	
AMOUNT DUE NOW: 3,750.00	
a 1204 431-00-124-007-0 731 Pct. # <u>0448</u> Pur. Req. # <u>129761</u> P.O. # <u>601678</u> <i>Oscar L. Garza Jr.</i>	 INVOICE RECEIVED BY: <i>[Signature]</i> OR <u>5-26-09</u> GOODS/SERVICES RECEIVED BY: <i>[Signature]</i> OR <u>5-26-09</u>
Thank you for your business!	<b>Total</b> \$3,750.00

Quintanilla, Headley & Associates, Inc.  
 124 E. Stubbs St.  
 Edinburg, TX 78539

DATE	INVOICE #
5/22/2009	7120

**BILL TO**

Hidalgo County  
 Comm. Oscar L. Garza Jr.  
 2812 S. Business Hwy 281  
 Edinburg, Texas 78539

DESCRIPTION	AMOUNT
PROJECT: MILE 20 FROM SHARP TO BRUSHLINE	2,150.00
WORK AUTHORIZATION No.7 CONTRACT No. 07-131-07-24 PURCHASE ORDER No. 601678	
FIELD SURVEYING AND TOPOGRAPHY TO LOCATE ALL STRUCTURES WITHIN THE EXISTING RIGHT OF WAYS AND ELEVATIONS.	
PREPARE PLANS AND SPECIFICATION (DESIGN, GRADING, DRAINAGE)	
FIELD STAKING.	
WORK AUTHORIZATION AMOUNT: \$ 8,600.00	
PREVIOUS PAYMENT: 6,450.00	
AMOUNT DUE NOW: 2,150.00	
Pct. # <u>9</u> Pur. Req. # <u>1204-431-00-124-007-0-733</u> P.O. # <u>601678</u> <i>Oscar L. Garza Jr.</i>	INVOICE RECEIVED BY: <i>[Signature]</i> on <u>5-26-09</u> GOODS/SERVICES RECEIVED BY: <i>[Signature]</i> on <u>5-26-09</u>
Thank you for your business!	<b>Total</b> \$2,150.00





# Purchase Order

## COUNTY OF HIDALGO

PO#: 601678

DATE: 04/08/08

Page No 1 Of 2

VENDOR: 154024      REQ:00129761

Email:

BUYER:

Phone:

SHIP TO: HIDALGO CO. PCT 4

QUINTANILLA, HEADLEY AND ASSOCIATES, INC

1102 N. DOOLITTLE RD.

124 EAST STUBBS STREET

EDINBURG TX 78539

EDINBURG TX 78539

Vendor Acct.:

CONTACT:

SITE: HIDALGO CO. PCT 4

Special Instructions:

Contract No:

ECR 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. GUT 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 APPROVED COMMISSIONERS' COURT OF APRIL 07, 2008, AGENDA ITEM #AI-8698		
1	LOT	WORK AUTHORIZATION #4 ROLAND DR. (@ VILLA DEL MUNDO SUB.)  ****GASB RD ID# 2560 (ROLANDO DR.) APPROXIMATELY .02702591616 MILE BY 24 L.F.	1,500.00 <i>1,125.00</i>	1,500.00
1	LOT	WORK AUTHORIZATION #5 GNASSA ROAD (WEST OF I ROAD TO 2,640.00 L.F.)  ****GASB RD. ID# 1680, APPROXIMATELY 2,640.00 L.F. BY 24.00 L.F.***	19,500.00 <i>14,625.00</i>	19,500.00
1	LOT	WORK AUTHORIZATION #6 MILE 20 ROAD (SUNFLOWER TO P.M. 493)  ****GASB RD. ID# 2365, (MILE 20 N.) APPROXIMATELY 2,640.00 L.F. BY 24.00 L.F.****	15,000.00 <i>11,250.00</i>	15,000.00
1	LOT	WORK AUTHORIZATION #7 MILE 20 (SHARP ROAD TO BRUSHLINE ROAD)  ****GASB RD. ID# 2366, (MILE 20 N.) APPROXIMATELY .274301958 MILE BY 24.00 L.F.****	8,600.00 <i>6,450.00</i>	8,600.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized by:

*Maria R. 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

QUINTANILLA, HEADLY AND ASSOCIATES, INC

1102 N. DOOLITTLE RD.

124 EAST STUBBS STREET

EDINBURG TX 78539

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
*****				
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: Marta B. Salazar

**Leticia Saenz**

---

**From:** Rumaldo Munoz [rumaldo.munoz@co.hidalgo.tx.us]  
**Sent:** Wednesday, May 27, 2009 8:27 AM  
**To:** leticia.saenz@co.hidalgo.tx.us  
**Subject:** PLACEMENT OF INVOICES ON NEXT CC  
**Attachments:** Picture 001.jpg; Picture 002.jpg; Picture 003.jpg; Picture 004.jpg; Picture 005.jpg; Picture 006.jpg; Picture 007.jpg

PLEASE PLACE THE FOLLOWING INVOICES ON THE NEXT CC.

THANKS MUNOZ

**Request for Fuel Cards**

**CC CONSENT**

Date: 06/02/2009  
 Submitted By: Ovidio Gonzalez, PURCHASING DEPT.  
 Submitted For: Marty Salazar  
 Department: PURCHASING DEPT.  
 Agenda Category: Purchasing Department

Information

CAPTION

1. Presentation for discussion, consideration and approval of Comdata Corporation/Transmontaigne Product Services, Inc. request form(s) submitted by Elected Officials/Department Heads/Agency and/or Program Directors:

- a. Building and Grounds
- b. Constable Pct. 2

2. If applicable, requesting authority to cancel all existing/current Fleet Fueling System cards (i.e. Arguindegui Oil Co., Comdata, and commercial fuel credit cards- Conoco, Exxon, Shell & Valero) upon receipt, activation and distribution of new cards with confirmation of applicable/required training;

- a. Constable Pct. 2

BACKGROUND

Please see attached Comdata Fuel card Application/Request forms submitted by Department(s).

Funding sources provided by department(s).

Fiscal Impact

FISCAL YEAR: ACCT. #: 9-1100-419-40-220-001-0-626  
 FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Buildngs and Grounds available balance is \$49,957.13 as of 5/28/09.

FISCAL YEAR: ACCT. #: 9-1100-421-00-292-001-0-626  
 FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
 BUDGETARY IMPACT:  
 Constable Precinct 2 available balance is \$20,044.70 as of 5/28/09.

Attachments

Link: [bg 06.02.09](#)

Link: [const pct 2 06.02.09](#)

Link: [const pct 2 06.02.09 delete](#)

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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	05/28/2009 12:09 PM	APRV
2	Budget & Management	Veronica Lopez	05/28/2009 01:15 PM	APRV
3	Dale Kennan	Dale Kennan	05/28/2009 03:39 PM	APRV
4	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Ovidio Gonzalez

Started On: 05/27/2009 02:10 PM

Final Approval Date: 05/29/2009

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# FUEL CREDIT 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>	Building & Grounds		
<b>Billing Address:</b>	P.O. Box 1356 Edinburg, Texas 78539		
<b>Fuel Card Manager:</b>	Alma Ybarra/Nelda Rios		
	This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7850	<b>County Email:</b>	
<b>Web user Name:</b>		<b>Password:</b>	
<b>Hidalgo Co Acct Number:</b>	911004194022000101626		
<b>Requested By:</b>	Daniel Flores, Director 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.

<i>For Purchasing Department Use Only</i>	
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 (N/A = Non-vehicle)	Description (Vehicle or Non-vehicle Equip.)	VIN Number (N/A = Non-vehicle)	Purchasing Dept. Use Only Card Number
106-2112	2009 Ford F-250	1FDSX20519EA62966	

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.

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy

# FUEL CREDIT 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

Department: Hidalgo County Constable Pct 2  
 Billing Address: 523 S. Standard San Juan TX 78589  
 Fuel Card Manager: Priscilla Mora  
 Phone Number: (956) 783-4464      County Email: \_\_\_\_\_  
 Web user Name: Albert.Amaniz Pct 2 Villo, Com      Password: Eagle 1  
 Hidalgo Co Acct Number: 9-1100-421-00-292-001-0-686  
 Requested By: Albert Amaniz  
 \_\_\_\_\_  
 Sign & Print Elected/Official Supervisor/Director

This person can not have use of the fuel card

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: \_\_\_\_\_

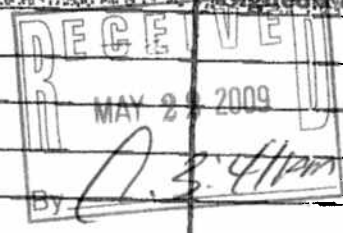
Fuel Cards Received by Department: \_\_\_\_\_

Sign & Print Authorized Elected Official/Supervisor/Director

Vehicle Plate No. (N/A - Non-vehicle)	Vehicle # (Vehicle / Non-vehicle / Empty)	VIN Number (N/A - Non-vehicle)	Card Number
809-185	Ford/Brown Victoria #3	2FAFP91W31X169620	

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.

User Name	DOB	User ID (if any)	DBM Use Only License Verification	Purchasing Dept Use Only Training Date & Signed Fuel Policy
Leonel R. Vaccino	06-18-79			



# FUEL CREDIT 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

Department:	Hidalgo County Constable Pct 2		
Billing Address:	523 S. Standard San Juan TX 78589		
Fuel Card Manager:	Anecilla Mora		
Phone Number:	(976) 783-4664	This person can not have use of the fuel card	
Web user Name:	Gilbert. Abniz Pct 2. blm.com	County Email:	
Hidalgo Co Acct Number:	9-1100-421-00-292-001-0-0350	Password:	Eagle 1
Requested By:	Gilbert Cheto ALANIZ <i>[Signature]</i>		
	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.

<i>For Purchasing Department Use Only</i>	
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 (N/A - Non-vehicle)	Description (Vehicle / Non-vehicle / Equip)	VIN Number (N/A - Non-vehicle)	Other Numbers
887-465	Ford / F-150	1ETPW12505KC32189	
809-185	Ford / Crown Victoria #3	AFAFP71W31X169680	

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.

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchase Dept Use Only Training Date & Signed Fuel Policy
Sergio Hinojosa	07-08-67			<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">RECEIVED</p> <p style="margin: 0;">MAY 22 2009</p> <p style="margin: 0;">By <i>[Signature]</i></p> </div>
Leticia Martinez	01-26-76			

AI-15722

6.C.

**Application for Payment No. 1-Pct.1 Culvert Crossing & Drainage Improvements Project-Mile 13 North and Mile 6 West  
CC CONSENT**

Date: 06/02/2009  
Submitted By: Vangie Garcia, PURCHASING DEPT.  
Submitted For: Marty Salazar  
Department: PURCHASING DEPT.  
Agenda Category: Purchasing Department

Information

CAPTION

Presentation for discussion, consideration, acceptance, and approval of request for Pay Application No.1 in the amount of \$192,853.94 submitted by Closner Construction with authority for County Auditor to review and complete processing procedures and for County Treasurer to issue payment in connection with contract #C-08-320B-03-09-PO #619358 for "Culvert Crossing & Drainage Improvements Project Mile 13N & Mile 6W".

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1339-431-00-121-055-0-733  
FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?:  
BUDGETARY IMPACT:  
PO # 619358 in the amount of \$453,229.00 as of 05-28-09

Attachments

Link: [Invoice Documentation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	05/28/2009 02:10 PM	APRV
2	Budget & Management	Veronica Lopez	05/28/2009 03:00 PM	APRV
3	Veronica Lopez	Veronica Lopez	05/28/2009 03:45 PM	APRV
4	Auditor's Office		05/29/2009 05:09 PM	NEW

Form Started By: Vangie Garcia  
Started On: 05/27/2009 05:15 PM  
Final Approval Date: 05/29/2009

## **Evangelina Garcia**

---

**From:** noe.montez [noe.montez@co.hidalgo.tx.us]  
**Sent:** Wednesday, May 27, 2009 4:59 PM  
**To:** 'Evangelina Garcia'  
**Subject:** FW: Mile 13 & Mile 6  
**Attachments:** 20090527\_165533.pdf

---

**From:** Hugo Gonzalez [mailto:HugoGonzalez@doslogistics.com]  
**Sent:** Wednesday, May 27, 2009 4:54 PM  
**To:** noe.montez@co.hidalgo.tx.us  
**Cc:** pavila@sbcglobal.net  
**Subject:** Mile 13 & Mile 6

Noe

Attached please find Pay App No. 1 for above referenced project.

Thanks

**Hugo P. Gonzalez Jr., P.E.**  
Resident Engineer  
Dos Logistics, Inc  
E-Mail: [HugoGonzalez@DosLogistics.com](mailto:HugoGonzalez@DosLogistics.com)  
[www.doslogistics.com](http://www.doslogistics.com)

May 27, 2009

Hidalgo County Precinct 1  
1902 Joe Stephens Ave.  
Weslaco, Texas 78596

ATTN: Noe Montez, Manager

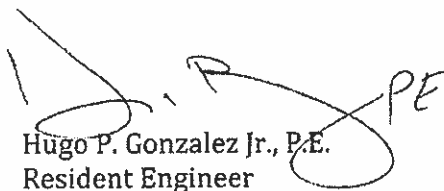
RE: "Culvert Crossing & Drainage Improvements Project  
Mile 13 North and Mile 6 West"

Dear Mr. Montez,

I have reviewed the Pay Application No. 1 for the above referenced project and find the quantity, unit price, and totals to be true and accurate. Please proceed and issue payment for the amount of \$192,853.94 to Closner Construction Co.

If you have any questions or concerns do not hesitate to contact me at (956) 968-8800.

Thank you.

  
Hugo P. Gonzalez Jr., P.E.  
Resident Engineer

Attachment:  
Pay Application No. 1



**CLOSNER CONSTRUCTION Co., L.C.**  
 2809 W EXPRESSWAY 83  
 LA PERIA, TX 78559  
 TEL (956) 797-0783 \* FAX (956) 797-0578

Work Completed  
 From: March 30, 2009  
 To: May 6, 2009  
 Date: May 7, 2009

Pay Application 1

**Culvert Crossing & Drainage Imp.**

ITEM #	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL	TOTAL UNITS TO DATE	TOTAL BILLED TO DATE
<b>Roadway Improvements</b>							
A1	7" Flexible Base (New)(TYD GR3)	1,326	CY	\$ 23.15	\$ 30,698.90		\$ -
A2	8" Lime Treated Subgrade(5%Lime)	6,021	SY	\$ 5.75	\$ 39,220.75	1600	\$ 9,100.00
A3	Salvage Caliche	934	CY	\$ 1.50	\$ 1,401.00	225	\$ 337.50
A4	Hydromulch Seeding	1,895	SY	\$ 2.50	\$ 4,737.50		\$ -
A5	Signs	3	EA	\$ 425.00	\$ 1,275.00		\$ -
A6	Traffic Control	1	LS	\$ 3,700.00	\$ 3,700.00	1	\$ 3,700.00
A7	Gravel Bedding	300	CY	\$ 36.00	\$ 10,800.00	215	\$ 7,740.00
A8	Cement Stabilized Sand/ 846 tons +	596	CY	\$ 48.00	\$ 28,608.00	300	\$ 14,100.00
A9	Select Backfill	1,478	CY	\$ 11.45	\$ 16,923.10		\$ -
<b>Total Roadway Improvements</b>					<b>\$ 137,362.25</b>		<b>\$ 35,177.50</b>
<b>Storm Water Improvements</b>							
B1	30" Polyme Coated Corrugated Metal Pipe(M246)	142	LF	\$ 112.85	\$ 16,024.70		\$ -
B2	36" Polymer Coated Corrugated Metal Pipe (M246)	70	LF	\$ 135.22	\$ 9,465.40		\$ -
B3	60" Reinforced Concrete Pipe Class III Rubber Gasket	128	LF	\$ 206.15	\$ 26,226.90	126	\$ 26,226.90
B4	24" A.D.S. Pipe	826	LF	\$ 33.00	\$ 27,258.00	826	\$ 27,258.00
B5	30" A.D.S.	47	LF	\$ 45.25	\$ 2,126.75	47	\$ 2,126.75
B6	18" R.C.P.	10	LF	\$ 28.00	\$ 280.00	10	\$ 290.00
B7	2x3' Road & Hwy. Structure	7	EA	\$ 1,750.00	\$ 12,250.00	7	\$ 12,250.00
B8	Concrete Headwall (24")	3	EA	\$ 975.00	\$ 2,925.00		\$ -
B9	Concrete Coffer (18")	1	EA	\$ 825.00	\$ 825.00	1	\$ 525.00
B10	24" Flap Gate Valve	2	EA	\$ 2,300.00	\$ 4,600.00		\$ -
B11	30" Flap Gate Valve	1	EA	\$ 2,900.00	\$ 2,900.00		\$ -
B12	Silt Fence for Storm Water Pollution Prevention	4,240	LF	\$ 2.50	\$ 10,600.00		\$ -
B13	Conc. Rip-Rap Slope Protection	325	CY	\$ 300.00	\$ 97,500.00	63	\$ 18,900.00
B14	Trench Safety for Stormwater	1	LS	\$ 10,000.00	\$ 10,000.00		\$ -
B15	Channel Excavation for regenerading Ditch	900	LF	\$ 35.00	\$ 31,500.00	900	\$ 31,500.00
B16	RCP Demo & Removal	200	LF	\$ 15.00	\$ 3,000.00	200	\$ 3,000.00
B17	Exlat. Fence Removal	575	LF	\$ 6.00	\$ 3,450.00	575	\$ 3,450.00
B18	Exlat. Fence Remove/Replace	75	LF	\$ 25.00	\$ 1,875.00		\$ -
B19	Metal Beam Guard Fence	300	LF	\$ 37.50	\$ 11,250.00		\$ -
B20	Bypass System	1	LS	\$ 20,000.00	\$ 20,000.00	1	\$ 20,000.00
B21	Ditch Clearing	2,200	LF	\$ 10.00	\$ 22,000.00	2200	\$ 22,000.00
<b>Total Storm Water Improvements</b>					<b>\$ 315,856.75</b>		<b>\$ 167,626.65</b>
<b>Total Amount of Project</b>					<b>\$ 453,229.00</b>		<b>\$ 203,004.15</b>

*David Lopez*  
 Closner Construction  
 David Lopez

Contract Amount	\$ 453,229.00
Change Orders	\$ -
Adjusted Contract Amount	\$ 453,229.00
Completed to Date	\$ 203,004.15
Less 5% Retainage	\$ 10,150.21
Less Previous Pymt	\$ -
<b>Total Due this Invoice</b>	<b>\$ 182,853.94</b>

**Payment Requests for R. Gutierrez Engineering Invoices  
CC CONSENT**

Date: 06/02/2009  
Submitted By: Yolanda Cisneros, COMM. PCT. #2  
Submitted For: Yolanda Cisneros  
Department: COMM. PCT. #2  
Agenda Category: Purchasing Department

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Information

CAPTION

Pct. #2:  
Presentation for discussion, consideration, acceptance, and approval of request for payment on the following invoices submitted by R. Gutierrez Engineering Corporation, #C-08-381-09-16, contracted project engineer, subject to Auditor's review and processing procedures completed and authority for County Treasurer to issue payments/checks:

INV. #	INV. DATE	PROJECT	AMOUNT
2686	05/13/2009	Eldora Gardens Subdivision	\$3,589.20
2687	05/14/2009	Red Bard Subdivision	\$1,625.89

BACKGROUND

---

Fiscal Impact

FISCAL YEAR: 2009 ACCT. #: 9-1202-431-00-122-006-0-841  
FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
BUDGETARY IMPACT:  
PO#613163 amount available as of 05/28/2009; \$7,848.40

FISCAL YEAR: 2009 ACCT. #: 9-1202-431-00-122-006-0-734  
FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:  
BUDGETARY IMPACT:  
PO #619888 amount available as of 05/28/2009; \$6,000.00

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Attachments

Link: [Invoice #2686](#)

Link: [Invoice #2687](#)

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Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Purchasing Department	Marty Salazar	05/28/2009 12:22 PM	APRV
2	Budget & Management	Veronica Lopez	05/28/2009 01:16 PM	APRV
3	Roland Garcia	Rolando Garcia	05/28/2009 02:02 PM	APRV

4 Auditor's Office

05/29/2009 05:09 PM NEW

Form Started By: Yolanda Cisneros

Started On: 05/27/2009 04:45  
PM

Final Approval Date: 05/29/2009

---

# R. Gutierrez Engineering Corporation

130 E. Park  
Pharr, TX 78577

Invoice Number: 2686  
Wednesday, May 13, 2009

## Invoice

To: Hidalgo County Precinct No. 2  
301 E. State St.  
Pharr, TX 78577  
Attention: Hector Palacios, Commissioner

### **Project: ENG08.024e Eldora Gardens Subdivision Construction Administration and Staking**

Project Manager: Luis Nava  
Professional Services for the Period: 04/01/2009 to 04/30/2009

**Billing Group: 01 Phased Fixed Fee**

**Construction Administration and Staking**

Contract #: C-08-381-09-16(WA#5)(PO#613163)

Billing Fee: \$7,364.66

<u>Phase</u>	<u>Phase Fee</u>	<u>Percent Complete</u>	<u>Fee Earned</u>	<u>Prior Billing</u>	<u>Current Fee</u>
January 2009	151.60	100.00	151.60	151.60	0.00
March 2009	3,623.86	100.00	3,623.86	3,623.86	0.00
April 2009	3,589.20	100.00	3,589.20	0.00	3,589.20
<b>Total Phases:</b>					<b>\$3,589.20</b>

Phase Billing Totals: \$3,589.20

INVOICE RECEIVED BY:

Nava ON 5/13/09

GOODS/SERVICES RECEIVED BY:

Hector Palacios ON 5/13/09

Billing Group Subtotal: 3,589.20

### **Project Totals:**

**\*\*\* Total Project Invoice Amount:**

**\$3,589.20**

Ramiro Gutierrez  
Ramiro Gutierrez  
President

613163  
9-1202-431-00-122-006-0-841  
REQ. #143866

**Eldora Gardens Subdivision  
Construction Staking Hourly Charges**

ENG08.024e

**April 2009**

**Breakdown by Position/Title**

<b>Position/Title</b>	<b>Total Hours Worked</b>	<b>Contract Hourly Rate</b>	<b>Overhead Multiplier</b>	<b>Monthly Salary Paid</b>	<b>Fee Earned (Salary + 10%)</b>
Principal	3.0	\$ 282.92	1.0000	\$ 848.76	\$ 933.64
Project Manager	1.0	\$ 202.09	1.0000	\$ 202.09	\$ 222.30
Senior Engineer	0.0	\$ 145.50	1.0000	\$ -	\$ -
Engineer/RPLS	0.0	\$ 113.17	1.0000	\$ -	\$ -
Graduate Engineer	0.0	\$ 97.00	1.0000	\$ -	\$ -
Senior Engineering Tech	5.0	\$ 84.08	1.0000	\$ 420.40	\$ 462.44
CADD-Design Technician	0.0	\$ 67.26	1.0000	\$ -	\$ -
Clerical	0.0	\$ 61.44	1.0000	\$ -	\$ -
Survey Crew	13.0	\$ 137.82	1.0000	\$ 1,791.66	\$ 1,970.83
<b>Total Due for the Month</b>					<b>\$ 3,589.20</b>

---

## R. Gutierrez Engineering Corporation

May 13, 2009

Hector "Tito" Palacios  
County Commissioner  
Hidalgo County Precinct No. 2  
301 E. State Street  
Pharr, TX 78577

RE: Eldora Gardens Subdivision Construction Staking – Invoice  
ENG08.024e

Dear Commissioner Palacios:

I am submitting an invoice for the construction staking for the above referenced project. This project is billed on an hourly basis per position/title. I am providing a breakdown of the hours worked for the month of April 2009.

If you have any questions, please call Ramiro or myself at 956-782-2557 or Ramiro on his mobile at 956-227-2154.

Sincerely,



Jaime Jaimez, Jr.  
Accounting Manager

Attachments

cc: File

# R. Gutierrez Engineering Corporation

# Transmittal Form

TO: Commissioner Palacios  
Hidalgo County Precinct No. 2  
301 E. State St.  
Pharr, TX 78577

FROM: Jaime Jaimez, Jr.  
SUBJECT: Eldora Gardens Subd Const. Staking  
PROJECT NO.: ENG08.024e  
DATE: May 13, 2009

WE ARE SENDING YOU  ATTACHED  UNDER SEPARATE COVER VIA Hand Delivery THE FOLLOWING ITEMS:

BLUEPRINTS  PLANS  SHOP DRAWINGS  CD  
 CHANGE ORDER  SAMPLES  PAYMENT REQUEST  OTHER: INVOICE  
 BID TABULATION  CONTRACT DOCUMENTS  RECORD DRAWINGS  3 1/2" DISKETTE

QUANTITY / SETS	DATED	ITEM DESCRIPTION
1	05/13/2009	Invoice No. 2686 w/ breakdown
1	05/13/2009	Cover Letter

THESE ARE TRANSMITTED AS CHECKED BELOW:

FOR BIDS DUE  APPROVED AS NOTED  FOR YOUR RECORDS  
 FOR APPROVAL  APPROVED AS SUBMITTED  FOR YOUR ACKNOWLEDGEMENT  
 FOR YOUR USE  RETURN FOR CORRECTIONS  RESUBMIT FOR APPORVAL  
 AS REQUESTED  FOR FURTHER PROCESSING  ON LOAN  
 FOR REVIEW AND COMMENT  FOR SIGNATURE  OTHER

COMMENTS: \_\_\_\_\_  
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Copy Distribution: file

Received by: Jolanda Cisneros

# R. Gutierrez Engineering Corporation

130 E. Park  
Pharr, TX 78577

Invoice Number: 2687  
Thursday, May 14, 2009

## Invoice

To: Hidalgo County Precinct No. 2  
301 E. State St.  
Pharr, TX 78577  
Attention: Hector Palacios, Commissioner

### **Project: ENG08.024g Red Barn Subdivision Construction Administration and Staking**

Project Manager: Luis Nava  
Professional Services for the Period: 04/01/2009 to 04/30/2009

**Billing Group: 01 Phased Fixed Fee**

**Construction Administration and Staking**

Contract #: C-08-381-09-16(WA#7)(PO#619888)

Billing Fee: \$4,481.52

<u>Phase</u>	<u>Phase Fee</u>	<u>Percent Complete</u>	<u>Fee Earned</u>	<u>Prior Billing</u>	<u>Current Fee</u>
March 2009	2,855.63	100.00	2,855.63	2,855.63	0.00
April 2009	1,625.89	100.00	1,625.89	0.00	1,625.89
<b>Total Phases:</b>					<b>\$1,625.89</b>

INVOICE RECEIVED BY:

Mary ON 5/14/09

GOODS/SERVICES RECEIVED BY:

Hector Palacios ON 5/14/09

Phase Billing Totals: \$1,625.89

Billing Group Subtotal: 1,625.89

### **Project Totals:**

**\*\*\* Total Project Invoice Amount:**

**\$1,625.89**

Ramiro Gutierrez  
Ramiro Gutierrez  
President

619888  
9-1202-431-00-122-006-0-734  
REQ. #151798

**Red Barn Subdivision  
Construction Staking Hourly Charges**

ENG08.024g

**April 2009**

**Breakdown by Position/Title**

<b>Position/Title</b>	<b>Total Hours Worked</b>	<b>Contract Hourly Rate</b>	<b>Overhead Multiplier</b>	<b>Monthly Salary Paid</b>	<b>Fee Earned (Salary + 10%)</b>
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Project Manager	3.0	\$ 202.09	1.0000	\$ 606.27	\$ 666.90
Senior Engineer	0.0	\$ 145.50	1.0000	\$ -	\$ -
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Senior Engineering Tech	0.0	\$ 84.08	1.0000	\$ -	\$ -
CADD-Design Technician	2.5	\$ 67.26	1.0000	\$ 168.15	\$ 184.97
Clerical	0.0	\$ 61.44	1.0000	\$ -	\$ -
Survey Crew	1.0	\$ 137.82	1.0000	\$ 137.82	\$ 151.60
<b>Total Due for the Month</b>					<b>\$ 1,625.89</b>

---

## R. Gutierrez Engineering Corporation

May 14, 2009

Hector "Tito" Palacios  
County Commissioner  
Hidalgo County Precinct No. 2  
301 E. State Street  
Pharr, TX 78577

RE: Red Barn Subdivision Construction Staking – Invoice  
ENG08.024g

Dear Commissioner Palacios:

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Accounting Manager

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cc: File

# R. Gutierrez Engineering Corporation

# Transmittal Form

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FROM: Jaime Jaimez, Jr.  
SUBJECT: Red Barn Subd Const. Staking  
PROJECT NO.: ENG08.024g  
DATE: May 14, 2009

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Copy Distribution: file

Received by: \_\_\_\_\_

