

Office of Tax Assessor-Collector

COUNTY of HIDALGO



Armando Barrera Jr., R7A


Assessor and Collector

Auto License
2804 S. Bus. Hwy. 281

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2158 • Fax (956) 318-2191

Memorandum

To: Martha L. Salazar
Purchasing Agent

From: Armando Barrera Jr. 
Tax Assessor & Collector

Date: November 10, 2009

Subject: Amendment to TX DOT Contract

We would like to amend the TX DOT Subcontractor Contract. Bridepoint Insurance would like to sub-lease an additional Registration & Title System at \$1,500.00 per year. We would appreciate if this amendment can be placed for consideration and approval at the next Hidalgo County Commissioner's Court meeting. We will need back the original Amendment signed by the County Judge along with the Commissioner's Court date approved.

Items to be placed on agenda:

- A. Presentation for discussion, consideration, acceptance and approval of a modification to Amendment One (Lease of State of Texas Registration and Title System (RTS) Information Resources and Support) of the current agreement for the use of State of Texas Automation Equipment to reflect additional equipment at subcontractor Bridgepoint Insurance in Hidalgo, Texas, thus bringing the current total to 19 sub-contractors, 2 RSPS sub-leased, 8 RSPS leased by county and 6 DTA units with authority of County Judge to execute modified Amendment.
- B. Presentation for discussion, consideration, acceptance and approval of authority for the Hon. Armando Barrera, Jr. Hidalgo County Tax Assessor-Collector or Agent to execute modified Amendment.

HS/sc

Tax Office Sub-Stations

509 Earling Rd.
San Juan, TX 78589
(956) 283-1645
Fax (956) 283-1855

1902 Joe Stephen
Weslaco, TX 78596
(956) 973-7825
Fax (956) 973-7829

702 Breyfogle Rd.
Mission, TX 78575
(956) 581-8898
Fax (956) 580-7425

300 E. Hackberry
McAllen, TX 78501
(956) 686-6790
Fax (956) 994-0232

STATE OF TEXAS

(Rev. January, 2006)

COUNTY OF Hidalgo

AMENDMENT ONE [LEASE OF STATE OF TEXAS REGISTRATION AND TITLE SYSTEM (RTS) INFORMATION RESOURCES AND SUPPORT] TO AGREEMENT FOR THE USE OF STATE OF TEXAS AUTOMATION EQUIPMENT

THIS AMENDMENT is made between the "State" and the "County" pursuant to the addition of SECTION 1, Subchapter A, Chapter 520, Section 520.002 of the Texas Transportation Code as enacted by the 76th Legislature of the State of Texas for the purposes of providing the County of Hidalgo, Texas an option to lease additional RTS workstations/items directly from the State. This amendment incorporates all the terms and provisions regarding responsibility for: equipment installation, RTS programming and hardware/software configuration, security, maintenance, equipment repair and replacement, equipment movement, unauthorized equipment use, building electrical requirements, accountability/inventory of equipment, training, and supplies provided in the Agreement for the Use of State of Texas Automation Equipment dated _____.

In addition to the provisions of the original county agreement, TxDOT's responsibility for equipment installed at non-county tax assessor-collector sites; e.g. privately owned, for profit enterprises performing registration and title functions for the county tax office; will be limited to ensuring the equipment remains operational. The county will be responsible for all training, user support, forms, supplies, user policy and procedures, etc., associated with this leased equipment. This amendment will remain in force for as long as the Agreement for the Use of State of Texas Automation Equipment remains effective.

This Amendment provides a new option for the County to obtain additional RTS Information Resources and Support not identified in the Agreement for Use of State Automation Equipment. The process for requesting these resources and annual cost and billing information associated with this lease are included in Exhibit A to this Amendment.

RTS workstations identified below and/peripheral equipment identified on Exhibit A which are leased under the provisions of this amendment will be installed following approval of the County Commissioner's Court. This amendment will be signed below by the County Judge or will be supported by a certified copy of the Commissioner's Court Order or Resolution which will be attached, and the Director of the Vehicle Titles and Registration Division of the Texas Department of Transportation.

The County of Hidalgo, Texas will lease 1 additional RTS workstation(s)/items and requests that it/they be installed at the following County Tax Office manager or controlled site(s):

Site Name	*New (N) or Existing (E) Site	Site Address	Number of Items
Bridgepoint	Existing	210 N Int'l Blvd Hidalgo TX	1

County Judge _____ Date: _____
Hidalgo County

Rebecca Davio, Ph.D., _____ Date: _____
Director Vehicle Titles and
Registration Division

EXHIBIT "A" To Amendment One State of Texas, County of Hidalgo

1. If a County desires additional RTS information resources, e.g. workstations or peripheral equipment, beyond that which is allocated by the State, the equipment and support may be leased at County expense from the State. Counties should contact their supporting Vehicle Titles and Registration Division Regional Office for information and the necessary form to amend their existing Agreement for the Use of State of Texas Automation Equipment, that is, their "County Agreement".
2. Submitting a signed amendment form to the supporting VTR regional office will constitute the County's formal request to lease RTS workstations and will signify that the County Tax Assessor-Collector has the funds necessary to lease this equipment.
3. The cost of leasing a basic RTS workstation will be \$1,500 per year, except if the installation is at a new site that is a site where RTS has not previously been installed. In this case, a "one time" additional fee of \$2,500 for the first workstation will be charged. The cost of leasing other RTS information resources and support is reflected below. Counties will identify the type and amount of the equipment desired by appropriately annotating this quantity below.
4. During the first year of installation, the county will be billed during the month immediately following the month in which the equipment is installed for the pro-rated portion of the State fiscal year the remains. Thereafter, billing will occur annually during the first month of the State's fiscal year (September).
5. The county may request the State remove the equipment at any time and it will be removed within 30 days of the request being received by TxDOT. The county will forfeit any portion of the annual lease fee that remains.
6. Equipment leased by a county will remain in the county unless replaced by the State or until the County requests that it be removed.
7. Annual costs for the above equipment and services are subject to change annually. Counties will be notified at least 90 days in advance of proposed changes.
8. Counties will annotate below (by site and quantity) equipment requirements. Total annual costs can be projected using the table provided. TxDOT will compute final costs and the county will be billed in accordance with paragraph 4 above.

Item	Item Type	County	Site	Quantity	Individual Item Cost	Total Annual Cost
1.	Workstation, Basic*	Hidalgo	TX	1	\$1,500.00	1,500.00
2.	Remote Sticker Printing System (Renewal)				600.00	
3.	Remote Sticker Printing System (DTA)				600.00	
4.	Uninterrupted Power Supply				125.00	
5.	Printer Laser, HP 8000 (high capacity)				1,100.00	
6.	Additional Printer				250.00	
7.	Bar code reader				550.00	
8.	New Site Cost (one time fee)				2,500.00	
					Annual Lease Fee	1,500.00

*Basic Workstation Includes all standard items for full functionality (monitor, CPU, keyboard, printer, software, support, and cash drawer, if necessary) in a normal environment.

**Armando Barrera Jr.
Tax Assessor & Collector
Subcontractors
As of November 10, 2009**

Subcontractors

Leased with County at No Cost*

1. HEB Edinburg #1 Closner
2. HEB Edinburg #2 Freddy
3. HEB Elsa Crockett
4. HEB McAllen #3 S. 10th
5. HEB McAllen #4 N. 10th
6. HEB McAllen #1 Pecan
7. HEB Palmview Expressway
8. HEB Mission Plus Expressway
9. HEB Mission #2 Griffin
10. HEB Mission #1 Conway
11. HEB Donna Miller
12. HEB Weslaco #1 Texas
13. HEB Weslaco #2 West Gate
14. HEB Mercedes Texas
15. HEB Pharr Business 83
16. HEB Suan Juan Expressway
17. HEB Alamo Frontage
18. Guzman Insurance

Leased with County at \$1,500.00 / Year*

1. Bridgepoint Insurance (2 RTS)

Leased with County at \$600.00 / Year*

1. Frank Smith Toyota
2. Frank Smith Hyundai
3. Bert Ogden Motors
4. Bert Ogden Nissan
5. Bert Ogden Chevrolet
6. Charles Clark Chevrolet

Leased with TXDOT at \$1,500 / Year

1. Edinburg Office (1 RTS)
2. San Juan Office (2 RTS)
3. Mission Office (5 RTS)

* Plus \$5,000 Surety Bond Per Work Station

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

Bid No. _____

Date: August 3, 2005 Meeting Date Request: August 9, 2005
Deadline for Action: _____ A.S.A.P. _____ Contact Person: Martha L. Salazar
Hidalgo County Purchasing for Dept for:
Department: Hidalgo Co. Tax Assessor Phone: (956) 318-2626 Fax: (956) 318-2629

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

Caption:

- A. Presentation for discussion, consideration, acceptance and approval of a modification to Amendment One (Lease of State of Texas Registration and Title System (RTS) Information Resources and Support) to the current agreement for the use of State of Texas Automation Equipment to reflect the deletion /withdrawal of a subcontractor-Guzman Insurance, thus bringing the current total to 15 instead of 14 sub-contractors, 1 RSPS instead of two and 8 DTA instead of 10 DTA units with authority for County Judge to execute modified Amendment.

- B. Presentation for discussion, consideration, acceptance and approval of authority for the Hon. Armando Barrera, Jr, Hidalgo County Tax Assessor-Collector or Agent to execute modified Amendment.

Background:

Budgetary Impact:

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

Please initial for approval: Funds available: Acct. _____ as per _____
Legal Counsel: _____ Budget: _____ Human Resources: _____ Auditor: _____
Dept./Fund No. _____ Expended: \$ _____ Funds/Staffing Budgeted: Yes: _____ No: _____
Account Code: _____ Impact on Future Budget: Yes: _____ No: _____
Purchasing Dept. Staff submitting ARF: Mary A. Maldonado Ext.# 18
Comments: _____

Action taken by Commissioner's Court:

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