

Memorandum

TO: MARTHA L. SALAZAR, CPPB
HIDALGO COUNTY PURCHASING AGENT

FROM: AGUEDA "AGGIE" GARCIA
FIXED ASSET MANAGER

DATE: MARCH 01, 2010

RE: CREDIT FOR THE 93RD DISTRICT COURT

In the month of September, Mr. Joel Espinoza, Court Coordinator for the 93rd District Court, called me in reference to the Tagging Report sent to his office. The Tagging Report (see attached) sent to him reference two (2) Audio Visual Equipment Mount Kits at \$3,788.10 each item. He questioned the fact that the Fixed Asset Division only sent the two tags when the PA System total price was \$33,450.44 (see attached). I stated that I would have a staff member analyze the invoice.

Upon further review the staff member, discovered that the items that were captured at \$1,000.00 and over were two antenna kits at \$3,788.10 each. The PO Administrators along with the Fixed Asset staff researched the items with the County Buyer in charge of the project and the Vendor Visual Innovation) representative, which a price discrepancy was discovered. The actual price for the antenna kits is \$37.88 each. Visual Innovation issued a credit memo (see attached) on October 21, 2009 and later issued a check (see attached), on December 30, 2009, to Hidalgo County in the amount of \$7,500.44.

At the time in question of what items will be tagged, there were no qualifying items above \$1,000.00; but now the Fixed Asset Division has a new procedure that requires departments to tag all County Assets in the amount of \$300.00 and above. So upon further analyzing of the invoice a new tagging report will be sent with 6 additional tags.

If you have any questions or concerns, you can contact me at ext. 4873.



HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT/FIXED ASSET DIVISION
TAGGING REPORT

TO: Joel Espinoza, Court Coordinator
FROM: Agueda "Aggie" Garcia, Fixed Asset Manager
DATE: 08/17/09
SUBJ: Mach & Equipment tags issued as of April 30, 2009.

QTY	DPT NO	DEPT NAME	ASSET NO	DESCRIPTION	ACO DATE	SERIAL NO	LIC PLATES	PO NO	ACO COST
1	002	93RD DISTRICT COURT	48895	AUDIO / VISUAL EQUIPMENT MOUNT KIT	04/03/09			614243	3,788.10
1	002	93RD DISTRICT COURT	48896	AUDIO / VISUAL EQUIPMENT MOUNT KIT	04/03/09			614243	3,788.10

2 TOTAL \$ 7,576.20

Attached please find Machinery and Equipment tags issued to items acquired by your department as of April 30, 2009. The tag should be placed on the right upper hand corner of the item, or where it can be easily seen. Please include the serial number during the tagging process, for proper update in the County's inventory system. This confirmation should be returned to the Purchasing Dept FA Division by August 28, 2009.

TAGGING CONFIRMATION

SIGNATURE/DATE

PRINTED NAME



VISUAL INNOVATIONS COMPANY, INC.
 8500 SHOAL CREEK BLVD.
 BLDG. 1
 AUSTIN, TEXAS 78757
 PHONE (512) 334-1100
 FX (512) 334-1133

INVOICE

INV00025716

DATE
 2/17/2009

Credit Card:
 Auth. Code:

PAGE: 1

Hidalgo County
 100 N Closer

Edinburg TX 78539

Lease Account

Hidalgo County
 Joel Espinoza
 100 N Closer

Edinburg TX 78539

PURCHASE ORDER NO	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ D SHIP DATE	MASTER NUMBER
614243	HIDALGOC001	DELEON, D	GROUND	NET 30	12/19/2008	27,219

QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PR
1	VI-JOB LOC INFO	93rd Judicial Courtroom/2nd Floor	Each	\$0.00	\$0.00	\$0.00
1	RPA-315	Projector Mount	Each	\$0.00	\$135.39	\$135.39
1	VI-INS-MISC	Install Miscellaneous Equipment	Each	\$0.00	\$14.29	\$14.29
4	SLX14/84	SLX1& WL184 Microflex Supercardioid La	Each	\$0.00	\$623.06	\$2,492.24
2	UA507	Rack Mount Kit	Each	\$0.00	\$20.45	\$40.90
1	UA844SWB	Antenna Distribution System	Each	\$0.00	\$415.48	\$415.48
2	UA600	Antenna Kit for UHF Shure receivers	Each	\$0.00	\$3,788.10	\$7,576.20
1	MX418S/C	Cardioid 18"Gooseneck Condenser Mic XL	Each	\$0.00	\$229.99	\$229.99
1	MX418/C	Gooseneck Condensor Mic	Each	\$0.00	\$208.82	\$208.82
2	MX202WP/C	Cardioid White Mini-Condenser for Over	Each	\$0.00	\$187.65	\$375.30
1	A-906MK2	Mixer/Amplifier 08K87 16893	Each	0.00000	\$505.95000	\$505.95
6	M-11S	Microphone Input Module	Each	\$0.00	\$57.14	\$342.84
1	B-11S	Balance Line Input Module Transformer 08K87 24503	Each	\$0.00	\$51.19	\$51.19
1	MB-25B	Rack Mount Kit for 900MK2	Each	0.00000	\$20.24000	\$20.24
2	MB-X2	Microphone Preamp	Each	\$0.00	\$120.62	\$241.24
1	MB-MPAC	Dual Mic Phantom Adapter 12, 24, 48 V	Each	\$0.00	\$195.69	\$195.69

RECEIVED BY
 COUNTY
 2009 APR 3 PM 2 06

Thank You



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Hidalgo County
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Edinburg TX 78539

Lease Account

Hidalgo County
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2009 APR
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PURCHASE ORDER NO	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ'D SHIP DATE	MASTER NUMBER
614243	HIDALGOC001	DELEON, D	GROUND	NET 30	12/19/2008	27219
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PR
1	PS-24A	RDL Power Supply	Each	\$0.00	\$20.21	\$20.21
2	60-740-01	Passive ASA - Audio Summing Adapter	Each	\$0.00	\$38.10	\$76.20
1	M-01S	Mic Input Module	Each	\$0.00	\$42.86	\$42.86
6	FAP42T	Premium Quality 4" Music & Paging Spea	Each	\$0.00	\$60.62	\$363.72
1	60-758-01	Two Input VGA-QXGA and Stereo Audio Sw	Each	\$0.00	\$142.86	\$142.86
1	60-484-31	SW 4AV RCA 899386001	Each	\$0.00	\$547.62	\$547.62
1	70-222-01	1U Full Rack Under-Desk Mounting Kit	Each	\$0.00	\$29.76	\$29.76
1	70-212-01	VersaTools® Mini Under-Desk Mount Kit	Each	\$0.00	\$29.76	\$29.76
2	60-716-0A	Surface-Mountable Enclosure A06L10T A06L11C	Each	\$0.00	\$250.00	\$500.00
1	PTRK-21	21 Space (36 3/4in) Portable Rolling R	Each	\$0.00	\$473.27	\$473.27
1	PTRK-RR21	Rear Rail Kit For The Ptrk-21	Each	\$0.00	\$32.80	\$32.80
1	LBP-1.5	1.5" off set cable lacer bar	Each	\$0.00	\$56.90	\$56.90
1	U2	Rack Shelf	Each	0.00000	\$40.96000	\$40.96
1	D2	Middle Atlantic Equipment Drawer	Each	\$0.00	\$110.73	\$110.73
1	PDT-1015C-NS	10 OUTLET, SINGLE 15 AMP CIRCUIT THIN	Each	\$0.00	\$87.88	\$87.88

Thank You



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Hidalgo County
 100 N Closner

 Edinburg TX 78539

 Lease Account

Hidalgo County
 Joel Espinoza
 100 N Closner

 Edinburg TX 78539

2009 RFR
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PURCHASE ORDER NO.	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REQ D SHIP DATE	MASTER NUMBER
614243	HIDALGOC001	DELEON, D	GROUND	NET 30	12/19/2008	27219
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED P
5	EB2	2 Space Rack Panel	Each	\$0.00	\$8.48	\$42.4
1	VTF1	1 Space Vent Panel	Each	\$0.00	\$10.10	\$10.1
1	EB-1	Single Space Rack Blank	Each	\$0.00	\$6.32	\$6.3
1	VI-FR-MISC	Handling / Staging/Min Order/Misc	Each	\$0.00	\$541.10	\$541.1
1	VI-CABLE&CONNECTORS	Cable & Connectors	Each	\$0.00	\$1,895.53	\$1,895.5
100	VI-RGB5P-FT	VI Plenum BNC-5 Mini HR	Feet	\$0.00	\$0.00	\$0.0
100	VI-RG59P-FT	RG-59 Plenum Cable	Feet	\$0.00	\$0.00	\$0.0
200	VI-2PR-P-FT	22ga 2-pair w/shield Plenum	Feet	\$0.00	\$0.00	\$0.0
450	VI-2C-P-FT	22 Gauge Shielded Single Pair PVC	Feet	\$0.00	\$0.00	\$0.0
250	VI-18P-FT	18 ga single pair w/shield Plenum	Feet	\$0.00	\$0.00	\$0.0
3	VI-RG59P-BNC	Premium 2 Piece True 75 ohm BNC Plug	Each	\$0.00	\$0.00	\$0.0
4	VI-RG59P-RCA	RCA Male RG59	Each	\$0.00	\$0.00	\$0.0
4	XLRP-3N	male 3 pin xlr connector	Each	\$0.00	\$0.00	\$0.0
6	XLRJ-3N	Female 3 Pin XLR Connector	Each	\$0.00	\$0.00	\$0.0
2	2210-015P/N9	15 Pin Male	Each	\$0.00	\$0.00	\$0.0

Thank You



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Hidalgo County
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 Lease Account

Hidalgo County
 Joel Espinoza
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2009 APR
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PURCHASE ORDER NO	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REC'D SHIP DATE	MASTER NUMBER		
614243	HIDALGOC001	DELEON, D	GROUND	NET 30	12/19/2008	27,219		
QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PR		
2	2512-009	9 Pin Serial Cable Connector Hood	Each	\$0.00	\$0.00	\$0.00		
1	26-490-02	VGA Male 6' MHRA Cable (Molded)	Each	\$0.00	\$0.00	\$0.00		
1	26-490-03	Interface input cables w/ M 15-pin con	Each	\$0.00	\$0.00	\$0.00		
1	26-490-04	15-Pin HD M-M W/ Audio 25'	Each	\$0.00	\$0.00	\$0.00		
1	3RB-MM-6	3 RCA MALE-MALE MOLDED 6 FT	Each	\$0.00	\$0.00	\$0.00		
1	3RB-MM-12	12ft RCA Composite Video 2RCA Stereo M	Each	\$0.00	\$0.00	\$0.00		
1	3R-25-MM-OFC-1	25' RCA Plugs to Plugs	Each	\$0.00	\$0.00	\$0.00		
1	UTP5-25-WH	UTP Cat5E Molded White Cable	Each	\$0.00	\$0.00	\$0.00		
1	FEB1L	Single Space Blank w/VI Logo	Each	0.00000	\$0.00000	\$0.00		
1	HW100	Captive Washer Screws (100 pcs)	Each	\$0.00	\$0.00	\$0.00		
1	M-8	DISCONTINUED USE M-8X	Each	\$0.00	\$0.00	\$0.00		
1	VI 100	1 Gang Wall Plate (VGA w/ Audio)	Each	\$0.00	\$0.00	\$0.00		
3	PIM12-W-T	Wall Track	Each	\$0.00	\$0.00	\$0.00		
1	CMS-440	Suspended Ceiling Kit	Each	\$0.00	\$0.00	\$0.00		
1	VI-MISC-HARDWARE	Misc. Hardware	Each	0.00000	\$0.00000	\$0.00		
1	VI-ENGINEERING	Engineering Design-Test-Documentation	Hour	\$0.00	\$880.00	\$880.00		

Thank You



VISUAL INNOVATIONS COMPANY, INC.
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 BLDG. 1
 AUSTIN, TEXAS 78757
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DATE
2/17/2009

Credit Card:
Auth. Code:

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PAGE: 5

Hidalgo County
100 N Closner

7,576.20+
7,576.20* *PR*

Hidalgo County
Joel Espinoza
100 N Closner

Edinburg TX 78539

Edinburg TX 78539

Lease Account

RECEIVED BY
 COUNTY CLERK
 2:06 PM 3/10/09

PURCHASE ORDER NO	CUSTOMER ID	SALES ID	SHIPPING METHOD	PAYMENT TERMS	REC'D SHIP DATE	MASTER NUMBER
614243	HIDALGOC001	DELEON, D	GROUND	NET 30	12/19/2008	27,219

QUANTITY	ITEM NUMBER	DESCRIPTION	UOM	DISCOUNT	UNIT PRICE	EXTENDED PR
1.00	VI-ENG-TRAINING	Eng Traing, System Testing, Documentat	Hour	\$0.00	\$680.00	\$680.00
1	VI-INSTALL	Standard System Installation	Each	0.00000	\$7,055.00000	\$7,055.00
1.00	VI-PROJECT MGMT	Project Management Labor	Hour	\$0.00	\$1,020.00	\$1,020.00
1.00	VI-INS-TRAVEL	Installation Labor Travel Charges	Hour	\$0.00	\$1,224.00	\$1,224.00
1	VI-TRAVEL	Travel Expense	Each	\$0.00	\$480.00	\$480.00
1	VI-TRAVEL	Travel Expense	Each	\$0.00	\$1,200.00	\$1,200.00
1	VI-TRAVEL	Travel Expense	Each	\$0.00	\$379.32	\$379.32
1	VI-TRAVEL	Travel Expense	Each	\$0.00	\$600.00	\$600.00
1	VI-GAP	General and Administrative Fee	Each	\$0.00	\$1,101.65	\$1,101.65
1	VI-SA-PS-72-1	1Year VI Plus Silver Level Service Ass	Each	\$0.00	\$1,389.33	\$1,389.33

RECEIVED BY: *Joel Espinoza*
 DATE REC: *2-20-09*
 P.O.#: *614243*

RECEIVED BY: *Joel Espinoza*
 DATE REC: *2-20-09*
 P.O.#: *614243*

25,874.2

THANK YOU FOR YOUR BUSINESS!
 Finance Charge of 1 1/2% per month on past due balances.

7,576.20
432
619
664
748
16023.59
5643.89
4206.76
7576.20

Subtotal \$33,906.04
 Misc \$0.00
 Tax \$0.00
 Freight \$578.95
 Total \$33,455.00

Thank You

WP-1

Visual Innovations
 8500 Shoal Creek Blvd
 Bldg.1
 Austin TX 78757

Credit Memos	CREDT000000001230
Date	10/21/2009

Customer:

Hidalgo County 100 N Closner Edinburg TX 78539
--

Purchase Order	Customer ID	Salesperson ID	Shipping Method	Payment Terms ID
614243	HIDALGOC001	DELEON, D	GROUND	
Description: Incorrect Pricing				Amount \$7,500.44

Subtotal	\$7,500.44
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$0.00
Payment	\$0.00
Total	\$7,500.44

VISUAL INNOVATIONS COMPANY, INC.

24476

VENDOR ID	NAME	PAYMENT NUMBER	CHECK DATE				
HIDALGOC001	Hidalgo County	000055864	12/30/2009	0024476			
OUR VOUCHER NUMBER	YOUR VOUCHER NUMBER	DATE	AMOUNT	AMOUNT PAID	DISCOUNT	WRITE-OFF	NET
000061276	KMTRF0000029	12/30/2009	\$7,500.44	\$7,500.44	\$0.00		\$7,500.44
000055864			\$7,500.44	\$7,500.44	\$0.00		\$7,500.44

COMMENT

COMMENT

24476



VISUAL INNOVATIONS COMPANY, INC.
 8500 SHOAL CREEK BLVD., BLDG. 1
 AUSTIN, TEXAS 78757
 PHONE (512) 334-1100

JPMORGAN CHASE BANK, N.A.
 DALLAS, TEXAS 75201
 32-61-1110

DATE
 12/30/2009

AMOUNT
 \$7,500.44

PAY

Seven Thousand Five Hundred Dollars And 44 Cents

TO THE
 ORDER
 OF

Hidalgo County
 100 N Closner
 Edinburg TX 78539

[Handwritten Signature]

⑈024476⑈ ⑆111 14⑆ 4100 18⑈

Security Features Included. Details on back.

*antenna kit
 0-1100-360.000*

*overpayment refund Purchasing
 PO 614243*

*Video Conf.
 93rd Dist
 Court.*