

From: [Raquel](#)
To: ["Oscar Garza"](#)
Date: Tuesday, July 19, 2011 4:05:38 PM
Attachments: [grant vehicle request.pdf](#)
[Purchsing request form.pdf](#)

Good afternoon Oscar,

Here is the request form signed by Chief Deputy Horaldo Sanchez. He is authorized to sign in the absence of the Constable. If for some reason, the form is not acceptable with his signature, I will ask Constable Gallardo to sign it tomorrow. I attached the quote, and the agenda items correlating to the purchase of vehicles. Please let me know if there is anything else needed on my part to help obtain approval through Commissioners' Court and Purchasing. Thank you for all of your help.

*Sincerely,
Raquel V. Ramos*

***Raquel V. Ramos
Administrative Assistant
Constable Precinct 3
730 N. Breyfogle Road., Suite B
Mission, Texas 78574
Office: (956) 205-7031
Fax: (956) 519-4245***



Hidalgo County Purchasing Department Purchasing Request Form

In order to assist the Purchasing Department in the procurement process, please complete this form with all the pertinent information and return to the Purchasing Department in person, via facsimile to (956) 318-2629 or 292-7612 or email to: dariene.betancourt@co.hidalgo.tx.us or oscarg.garza@co.hidalgo.tx.us **(Requests will be processed on a first come, first basis)**

Request Date: JULY 19, 2011	
Department: HIDALGO COUNTY CONSTABLE PRECINCT 3 DEPARTMENT	
Name of Approving Elected Official/Department Head/Supervisor: LAZARO GALLARDO, JR / HORALDO SANCHEZ	
Point of Contact: RAQUEL RAMOS	Contact Phone Number: 956-205-7031 / 956-519-4245
Contact E-Mail: RAQUEL.RAMOS@CO.HIDALGO.TX.US	Contact Fax Number:
Budget Account Number: 1-1284-421-00-293-014-1-741 / 1-1100-421-00-293-001-0-741	
Signature of Approving Elected Official/Department Head/Supervisor: <i>Horald Sanchez</i>	
Estimated Date Goods/Services are required: SEPTEMBER 30, 2011	

Goods/Services Description: (Please provide detailed information (specifications) of the Goods/Services being requested) use additional sheets if required.
PLEASE SEE ATTACHED DOCUMENTS.

Procurement Manager Notes:	
Assigned to Buyer:	
Date Assigned:	
Project Type:	
Project Number:	
Notified Department on:	
Special Instructions by Procurement Manager:	

AI-27570

3.D.

**2011 Interdepartmental transfer for Constable Pct. 3
CC CONSENT**

Date: 07/19/2011
 Submitted By: Erika Zamora, BUDGET & MANAGEMENT
 Submitted For: Sergio Cruz
 Department: BUDGET & MANAGEMENT
 Agenda Area: 2011 Interdepartmental Transfers

Information

CAPTION

Constable Pct. 3 (1100):
 Approval of 2011 interdepartmental transfer from Co. Wide Adm-Contingency to Constable Pct. 3 in the amount of \$20,249.50.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2011 ACCT. #: 1-1100-415-00-115-002-0-899
 FUNDS AVAILABLE Y/N?: Y/PENDING MATCHING FUNDS Y/N?: N
 BUDGETARY IMPACT:
 Funds available pending fringe benefits sweep AI-27556.

Attachments

Link: interdept transfer

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Erika Zamora	Erika Zamora	07/15/2011 02:24 PM	APRV
2	Rosalinda Cantu	Rosie Cantu	07/15/2011 03:08 PM	APRV
3	Budget & Management	Merlen P. Munoz	07/15/2011 03:19 PM	APRV
4	Perla Lopez	Perla Lopez	07/15/2011 04:23 PM	APRV
5	Auditor's Office		07/15/2011 04:42 PM	NEW
Form Started By: Erika Zamora			Started On: 07/15/2011 02:11 PM	
Final Approval Date: 07/15/2011				

DATE: July 19, 2011

DEPARTMENT HEAD: Sergio Cruz

2011
Transfer



DEPARTMENT NAME: Dept. of Budget & Mgmt for
Constable Pct. 3

ACCOUNT NUMBER: 1-1100-4XX-00-XXX-00X-0-XXX

CONTACT PERSON: Erika Zamora PHONE: (956) 292-7025 Ext. 5416

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 ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
FROM		
1-1100-415-00-115-002-0- 899	CO WIDE ADM CONTINGENCY	(20,249.50)
TO		
1-1100-421-00-293-001-0- 741	CONSTABLE PCT. 3 VEHICLES	20,249.50
TOTAL BUDGET INCREASE (DECREASE)		0.00

REASON: **To fill funding request to partially fund 2 fully equipped police vehicles that are being partially purchased through the Border Security Crime Reduction Operation grant funds (1-1284-421-00-293-014-1-741). REF: CC 07/05/11 AI- 27339 & 27360**

SIGNATURE

COMMISSIONERS COURT

DATE

ATTEST, COUNTY CLERK

Approved

PRODUCT PRICING SUMMARY BASED ON CONTRACT
BUYBOARD #358-10
Vehicles and Heavy Duty Trucks

End User: HIDALGO COUNTY Philpott Rep: MICHAEL WILEY
 Contact: LARRY GALLARDO Phone/email: 888 858-7801/ trucks.gov@aol.com
 Phone/email: FAX# 956 519-4245 Date: Tuesday, May 10, 2011
 Product Description: 2011 FORD F-150

A. Bid Series: 95 A. Base Price: \$ 11,983.00

B. Published Options [Itemize each below]

Code	Options	Bid Price	Code	Options	Bid Price
F1C	REGULAR CAB 4X2 SHORT BED	STD	W1CXT	CREW CAB 4X2 XLT MODEL	\$ 9,120.00
	3.7L V6; 6-SPD AUTOMATIC	STD		POWER WINDOWS AND LOCKS	INCL
	A/C; AM/FM RADIO	STD		CRUISE CONTROL	INCL
	VINYL 40/20/40 SEAT	STD		CLOTH 40/20/40 SEAT	INCL
	RUBBER FLOOR	STD		CARPET FLOORS	INCL
WTX	WHELEN TX SPECIAL	\$ 1,895.00		AM/FM CD PLAYER	INCL
	LIBERTY LED BAR	INCL	146	DRIVER SIDE SPOTLIGHT	\$ 360.00
	CENCOM SIREN SWITCHBOX	INCL	99F	5.0L FFV V8	\$ 940.00
	100 WATT SPEAKER	INCL	XH9	LIMITED SLIP 3.55 REAR AXLE	\$ 282.00
106A	JOTTO DESK CONSOLE	\$ 295.00	535	TRAILER TOW PACKAGE	\$ 353.00
Total of B. Published Options:					\$ 13,245.00

C. Unpublished Options [Itemize each below, not to exceed 25%] \$= 3.7 %

Options	Bid Price	Options	Bid Price
		INSTALLATION	\$ 450.00
GRAPHICS PACKAGE	\$ 495.00		
		PALE ADOBE IN COLOR	
		ESTIMATED DELIVERY IN 90-120 DAYS	
Total of C. Unpublished Options:			\$ 945.00

- D. Pre-delivery Inspection: \$ 80.00
- E. Texas State Inspection: \$ 21.75
- F. Manufacturer Destination/Delivery: \$ 975.00
- G. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ 120.00
- H. Lot Insurance (for in-stock and/or equipped vehicles): \$ 24.00
- I. Contract Price Adjustment: \$
- J. Additional Delivery Charge: 0 miles \$
- K. Subtotal: \$ 27,393.75
- L. Quantity Ordered 2 x K= \$ 54,787.50
- M. Trade in: \$
- N. BUYBOARD Administrative Fee (\$400 per purchase order) \$ 400.00
- O. TOTAL PURCHASE PRICE INCLUDING BUYBOARD FEE \$ 55,187.50

38,093.²² Grant
17,094.²⁸ General Fund
55,187.50 →

AI-27360**16.E.2.****Appropriation of grant funds- Border Security Crime Reduction Operation Grant****CC REGULAR**

Date: 07/05/2011
Submitted By: Rosie Cantu, BUDGET & MANAGEMENT
Submitted For: Constable Precinct No. 3
Department: BUDGET & MANAGEMENT
Agenda Category: Budget and Management

Information**CAPTION**

Constable Pct. No. 3 (1284):
 Approval of appropriation of Border Security Crime Reduction Operation Grant funds in the total amount of \$38,060.00.(REF: CC 07/05/11 AI 27339)

BACKGROUND

Funds awarded to Hidalgo County from the Office of the Governor, Criminal Justice Division (CJD)- Edward Byrne Memorial Justice Assistance Grant (JAG) for the continuation of Border Star projects.

Fiscal Impact

FISCAL YEAR: 2011 **ACCT. #:** 1-1284-421-00-293-014-1-741
FUNDS AVAILABLE Y/N?: SEE BELOW **MATCHING FUNDS Y/N?:** NO

BUDGETARY IMPACT:

REF: CC 07/05/11 AI-27339
 Grant Number: DJ-10-A10-22816-01
 Grant Period: 10/01/10 to 09/30/11

Grant Award:
 Hidalgo County Sheriff's Office: \$221,044.00
 Constable Precinct 3: \$38,060.00
 Total \$259,104.00

Revenue Acct.: 1-1284-331-12-293-014-1-000

Funds awarded to Hidalgo County from the Office of the Governor, Criminal Justice Division (CJD)- Edward Byrne Memorial Justice Assistance Grant (JAG) for the continuation of Border Star projects.

Attachments

Link: [appropriation](#)

Form Routing/Status

Route Seq	Inbox	Approved By	Date	Status
1	Budget & Management	Merlen P. Munoz	06/30/2011 01:04 PM	APRV
2	Ivan Cantu	Ivan Cantu	06/30/2011 01:43 PM	APRV
3	Auditor's Office		07/01/2011 02:34 PM	NEW

Form Started By: Rosie Cantu Started On: 06/30/2011 10:37 AM
Final Approval Date: 07/01/2011

DATE: June 29, 2011

2011

Appropriation

DEPARTMENT HEAD: SERGIO CRUZ, BUDGET OFFICER

DEPARTMENT NAME: DBM for CONST. PCT NO. 3

ACCOUNT NUMBER: 1-1284-421-00-293-014-1-XXX (BORDER SECUR. CRIME REDUCT. OPER. GRA

Contact Person: Rosie Cantu Ph# (956) 292-7025 ext. 5408



SUBJECT: **Budget Amendments** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME		AMOUNT
1-1284-421-00-293-014-1-741	CONST. PCT 3 BORDER SECUR. CRIME REDUCT. OPER. GRANT-	VEHICLES	\$38,060.00
1-1284-331-12-293-014-1-000	CONST. PCT 3 BORDER SECUR. CRIME REDUCT. OPER. GRANT-	REVENUE	38,060.00
TOTAL BUDGET INCREASE (DECREASE)			38,060.00

REASON: TO APPROPRIATE THE BORDER SECURITY CRIME REDUCTION OPERATION GRANT FUNDS IN THE TOTAL AMOUNT OF \$38,060.00 AWARDED TO HIDALGO COUNTY FROM THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION (CJD)- EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FOR THE CONTINUATION OF BORDER STAR PROJECTS.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK