

HIDALGO COUNTY

Professional Consulting Services

Contract #C-11-269-10-18

WORK AUTHORIZATION NO. I

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of the Service Contract made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "Owner," and, **VAZALDUA & ASSOCIATES**, "Professional Consultant" of McAllen, Texas, hereinafter called "**Consultant**".

PART I. SCOPE OF WORK

The purpose of this Work Authorization is for the **Consultant** to provide consulting services as it pertains to the following:

Funding Source: **U.S. Department of Justice – Office of Woman Against Violence**

Court Training and Improvements Program

Specialized Domestic Violence Court Enhancement Project up to \$450,000

The Court Training and Improvements Program (Courts Program) is designed to improve court responses to adult and youth domestic violence, dating violence, sexual assault, and stalking.

Specialized Domestic Violence Court Enhancement Project – 36 months

Specialized Domestic Violence Courts consist of specific infrastructure and procedural practices for handling domestic violence cases. This court model specifically addresses concerns of traditional domestic violence cases where multiple judges and attorneys handle different aspects of a case. Research strongly indicates that building extensive collaboration

Culturally and Linguistically Specific Services for Victims Program up to \$300,00.00

The Grants to Enhance Culturally and Linguistically Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (Culturally and Linguistically Specific Services Program) will fund projects that promote the maintenance and replication of existing successful domestic violence, dating violence, sexual assault, and stalking community-based programs providing culturally and linguistically specific services and other resources. The program also will support the development of innovative culturally and linguistically specific strategies and projects to enhance access to services and resources for victims of violence against women. Grant funds **may** be used to provide legal representation to victims of sexual assault, domestic violence, dating violence, and stalking in protection order proceedings. (Funds may be used for Indigent Defense Program)

Grants to Encourage Arrest Policies and Enforcement of Protection Orders up to \$750,000.00

The Grants to Encourage Arrest Policies and Enforcement of Protection Orders (Arrest Program) encourages state, local, and tribal governments and state, local, and tribal courts to treat domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law requiring coordination with nonprofit, nongovernmental victim advocates and representatives from the criminal justice system. This program challenges the whole community

to communicate, identify problems, and share ideas that will result in new responses and the application of best practices to enhance victim safety and offender accountability.

Rural Grant Program up to \$1 million The Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Assistance Program (Rural Program) enhances the safety of children, youth, and adults who are victims of domestic violence, dating violence, sexual assault, and stalking by supporting projects uniquely designed to address and prevent these crimes in rural jurisdictions. The Program encourages collaboration between victim advocates, law enforcement officers, pre-trial service personnel, prosecutors, judges and other court personnel, probation and parole officers, and faith- and/or community-based leaders to overcome the problems of domestic violence, dating violence, sexual assault, and stalking and ensure that victim safety is paramount in providing services to victims and their children. Legal services in civil and criminal matters, such as family law cases (divorce, custody, visitation and child support), housing cases, consumer law cases and other legal services for victims of sexual assault, domestic violence, dating violence, and stalking, beyond assistance in seeking protection orders and limited immigration matters (i.e. U-visas). Legal representation may be provided to victims of sexual assault, domestic violence, dating violence, and stalking in the context of protection order proceedings and limited immigration matters. (Funds may be used for Indigent Defense Program)

Technical Assistance Program up to \$900,000.00

The primary purpose of the OVW TA Program is to provide direct assistance to grantees to enhance the success of local projects they are implementing with VAWA grant funds. In addition, OVW is focused on building the capacity of criminal justice and victim services organizations to respond effectively to sexual assault, domestic violence, dating violence, and stalking and to foster partnerships among organizations that have not traditionally worked together to address violence against women.

The scope of services to be provided by the **Owner** is identified in **EXHIBIT “A” – Scope of Services to be provided by the Owner** attached hereto.

The scope of services to be provided by the **Consultant** is identified in **Exhibit “B”-Scope of Services to be provided by the Consultant** attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this **Work Authorization #1** is **\$ 35,000.00**. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT “C”**.

PART 3. PAYMENT

Compensation and payment to the Consultant for the services established under this Work Authorization shall be made in accordance with applicable sections of the Agreement.

PART 4. FUNDING

This Work Authorization No. **1** shall be funded through funding source:

Account No. **1100-412-00-007-001-0-890**

Requisition Number _____ **(MUST BE INCLUDED AFTER CC APPROVAL)**

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate 12/31/11 as indicated in the “Exhibit B-Preliminary Work Schedule”.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the **Agreement.**

PART 7. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on ____
____ as indicated below and effective as of __ day of _____, **2011.**

THE CONSULTANT:
VAZALDUA & ASSOCIATES

THE OWNER:
HIDALGO COUNTY

BY: _____
Paul Vazaldua, Principal Consultant

BY: _____
Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS

- ATTACHMENT "A" - Services to be provided by the Consultant
- ATTACHMENT "B" - Scopes of Work
- ATTACHMENT "C" - Estimated Cost Proposal
- ATTACHMENT "D" - Rate / Fee Schedule

ATTACHEMNT "A"

SERVICES TO BE PROVIDED BY THE CONSULTANT

Professional Grant Writing Services for the Solicitation of Federal, State, Private, or Other Sources for the following:

1. Grants which entice the improvements of the Judicial System
2. Grants which develop courts and/or programs to assist in cases of Human Trafficking
3. Grants which develop courts and/or programs to assist in cases on Violence Against Woman
4. Grant which will provide general improvement to the entire judicial system

Scope of Work includes the following but not limited to:

PHASE ONE

Identify funding sources
Review Grant solicitation
Ensure County of Hidalgo eligibility
Provide program summary of project to Judge Gonzalez
Obtain all required forms

PHASE TWO

Coordinate and facilitate meetings with stakeholders
Coordinate and obtain letters of support from stakeholders

PHASE THREE

Prepare letter of Intent
Prepare grant application
Prepare COG Review
Obtain required signatures

PHASE FOUR

Submit Grant application to appropriate funding source

ATTACHEMENT "B"

Scope of Work

Work Authorization Number One

Funding Source: **U.S. Department of Justice – Office of Woman Against Violence**

Court Training and Improvements Program

Specialized Domestic Violence Court Enhancement Project up to \$450,000

The Court Training and Improvements Program (Courts Program) is designed to improve court responses to adult and youth domestic violence, dating violence, sexual assault, and stalking.

Specialized Domestic Violence Court Enhancement Project – 36 months

Specialized Domestic Violence Courts consist of specific infrastructure and procedural practices for handling domestic violence cases. This court model specifically addresses concerns of traditional domestic violence cases where multiple judges and attorneys handle different aspects of a case. Research strongly indicates that building extensive collaboration

Culturally and Linguistically Specific Services for Victims Program up to \$300,00.00

The Grants to Enhance Culturally and Linguistically Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (Culturally and Linguistically Specific Services Program) will fund projects that promote the maintenance and replication of existing successful domestic violence, dating violence, sexual assault, and stalking community-based programs providing culturally and linguistically specific services and other resources. The program also will support the development of innovative culturally and linguistically specific strategies and projects to enhance access to services and resources for victims of violence against women. Grant funds **may** be used to provide legal representation to victims of sexual assault, domestic violence, dating violence, and stalking in protection order proceedings. (Funds may be used for Indigent Defense Program)

Grants to Encourage Arrest Policies and Enforcement of Protection Orders up to \$750,000.00

The Grants to Encourage Arrest Policies and Enforcement of Protection Orders (Arrest Program) encourages state, local, and tribal governments and state, local, and tribal courts to treat domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law requiring coordination with nonprofit, nongovernmental victim advocates and representatives from the criminal justice system. This program challenges the whole community to communicate, identify problems, and share ideas that will result in new responses and the application of best practices to enhance victim safety and offender accountability.

Rural Grant Program up to \$1 millionThe Rural Domestic Violence, Dating Violence, Sexual Assault, and Stalking Assistance Program (Rural Program) enhances the safety of children, youth, and adults who are victims of domestic violence, dating violence, sexual assault, and stalking by supporting projects uniquely designed to address and prevent these crimes in rural jurisdictions. The Program encourages collaboration between victim advocates, law enforcement officers, pre-trial service personnel, prosecutors, judges and other court personnel, probation and parole officers, and faith- and/or community-based leaders to overcome the problems of domestic violence, dating violence, sexual assault, and stalking and ensure that victim safety is paramount in providing services to victims and their children. Legal services in civil and criminal matters, such as family law cases (divorce, custody, visitation and child

support), housing cases, consumer law cases and other legal services for victims of sexual assault, domestic violence, dating violence, and stalking, beyond assistance in seeking protection orders and limited immigration matters (i.e. U-visas). Legal representation may be provided to victims of sexual assault, domestic violence, dating violence, and stalking in the context of protection order proceedings and limited immigration matters. (Funds may be used for Indigent Defense Program)

Technical Assistance Program up to \$900,000.00

The primary purpose of the OVW TA Program is to provide direct assistance to grantees to enhance the success of local projects they are implementing with VAWA grant funds. In addition, OVW is focused on building the capacity of criminal justice and victim services organizations to respond effectively to sexual assault, domestic violence, dating violence, and stalking and to foster partnerships among organizations that have not traditionally worked together to address violence against women.

ATTACHMENT "C"

ESTIMATED COST PROPOSAL

Cost for work authorization number one is \$35,000.00

Best and Final Offer Hourly Rates

Project Manager	Hourly Rate	\$75.00
General Council	Hourly Rate	\$75.00
Director of Planning and Development	Hourly Rate	\$50.00
Graphic Designer	Hourly Rate	\$35.00
Office Manager	Hourly Rate	\$27.00