

Angela Garcia

From: Martha Salazar <martha.salazar@co.hidalgo.tx.us>
Sent: Wednesday, January 18, 2012 11:18 AM
To: 'Angela'
Subject: FW: CCT 12-20-2011 AI-30075 - Pct. 4 Claims

Importance: High

Ms. Angela:

Please attach this e-mail as part of the supporting documentation on the agenda item Ms. Nielda requested you add from CC meeting of 12-20-11.

Thanks,

Marty

PS Please place on for 12-17-12 as it is for Pct. #4 so as to get vendors paid.

From: Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Tuesday, January 17, 2012 1:44 PM
To: 'josephine.ramirez@da.co.hidalgo.tx.us'; 'Matilde Faz'; 'joseph.palacios@co.hidalgo.tx.us'; 'Marcos Lopez'
Cc: 'Darlene Betancourt'; 'Rumaldo Munoz'; 'Gloria Beltran'
Subject: FW: CCT 12-20-2011 AI-30075 - Pct. 4 Claims
Importance: High

Commissioner Joseph, Mrs. Josephine Ramirez-Solis, Ms. Matilde Faz, and Staff:

Please review Auditor's response on referenced subject. We will place the items on the agenda for CC approval for 1-24-12. Precinct will be asked to enter a requisition and Purchasing will process the PO after CC approval (if given).

Yours truly,

Marty Salazar

From: Linda Fong [mailto:linda.fong@auditor.co.hidalgo.tx.us]
Sent: Tuesday, January 17, 2012 1:15 PM
To: Martha L. Salazar
Cc: Raymundo Eufrazio; Arcy Duran; Elizabeth Cano
Subject: CCT 12-20-2011 AI-30075 - Pct. 4 Claims

Marty, the contracts with Roy's Hauling Service, Inc (C-10-137-10-05) and Martin Marietta Materials Southwest, Ltd. (C-10-088B-04-27) are "on an as needed basis." That is, they serve to set the price for future purchases. The fact that the County has contracts in place to fix the unit price on goods/services for future purchases does not authorize departments to purchase those goods/services without first securing a purchase order.

Per state statute, the county purchasing agent is required to purchase all supplies, materials, and equipment required or used, and contract for all repairs to property used. This is accomplished through the use of purchase orders. A department may not purchase materials without first obtaining a purchase order that details the quantity, unit price, and total cost of the purchase. A purchase order may not be approved without sufficient funding.

Because the invoices for Roy's Hauling are for services, these invoices may be paid after commissioners court approval. The invoices for Martin Marietta Materials would normally not be paid because these were procured in violation of state statute. However, due to the circumstances, Mr. Eufrazio has authorized payment of these invoices after commissioners court approval is obtained. Please notify the department of the proper procurement procedures (e.g., need for purchase orders) as this will be a one-time exception and any future claims for supplies, materials, equipment, or equipment repairs will not be paid.

Thank you.

From: Elizabeth Cano [mailto:elizabeth.cano@auditor.co.hidalgo.tx.us]
Sent: Thursday, January 12, 2012 5:03 PM
To: 'Linda Fong'
Subject: FW: Minutes

From: Matilde Faz [mailto:matilde.faz@co.hidalgo.tx.us]
Sent: Thursday, January 12, 2012 2:20 PM
To: 'Elizabeth Cano'
Cc: 'Rumaldo Munoz'; 'Martha Salazar'; 'Darlene Betancourt'
Subject: FW: Minutes



Greetings from our Professional Hidalgo County Purchasing Department!

We wish you the very best of the New Year and Hope that 2012 brings you Health & Prosperity in the coming year. Ms. Elizabeth here is Ms. Ramirez email for your review and response.

Thanks!



Matilde (Maty) Faz

THE COUNTY OF HIDALGO, TEXAS

Purchase Order Specialist II

Purchasing Department

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"Life is not about waiting for the storms to pass...it's about learning how to dance in the rain!"

*Always remember to forget the troubles that pass your way; but **never** forget the blessings that come each day.*

I wish you the very best of the New Year and hope that 2012 brings you health and prosperity in the coming year.

From: Josephine L. Ramirez [mailto:josephine.ramirez@da.co.hidalgo.tx.us]
Sent: Thursday, January 12, 2012 1:37 PM
To: 'Martha Salazar'
Cc: 'Rumaldo Munoz'; 'Matilde Faz'
Subject: RE: Minutes

Is this the situation we discussed in court where the vendors were both under contract with the County? Since the vendors, as you noted below, provided materials and services under agreements that had been properly procured, and the work has already been performed, I am recommending that the PO be processed and payment made.

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From: Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Thursday, January 12, 2012 12:03 PM
To: josephine.ramirez@da.co.hidalgo.tx.us
Cc: 'Rumaldo Munoz'; 'Matilde Faz'
Subject: FW: Minutes
Importance: High

Mrs. Solis:

Back in December, Precinct #4 approach and informed us that the as explained on the agenda caption, two (2) vendors had been asked to deliver materials for a project. Since Pct. staff believed that a developer was going to pay directly (as a contribution to the county) no requisitions were submitted for processing into purchase orders. When the invoices arrived, it was discovered that the correct arrangement was that the developer would reimburse the County for the goods/services. So, although the materials and/or services are under properly procured county contracts, the auditor will not process payment as no purchase order was obtained and cites the statute that states that only the Purchasing Agent has the authority to purchase, etc.,etc. I have no problem with accepting the circumstances surrounding the oversight and will permit the submission of the purpose requisition with the accompanying explanation and process the PO. However, I don't know if the Auditor will refuse to process and audit based the reasons I have detailed herein. Give us your comments and recommendations.

Thanks,
Marty

From: Darlene Betancourt [mailto:darlene.betancourt@co.hidalgo.tx.us]
Sent: Wednesday, January 11, 2012 5:06 PM
To: 'Martha Salazar'; 'Matilde Faz'
Subject: FW: Minutes

Ms. Marty

As per your request, see attached agenda in regards to Pct 4 claims

Darlene H. Betancourt, CPPB
Hidalgo County Purchasing Department
2812 S. Business Highway 281
Edinburg, TX. 78539
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From: Sandra Solis [mailto:sandra.solis@co.hidalgo.tx.us]
Sent: Wednesday, January 11, 2012 4:46 PM
To: darlene.betancourt@co.hidalgo.tx.us
Subject: Minutes

Attached are the minutes you requested from Priscilla Torres. Please let us know if you have any problems viewing the attachment.

Sandra Solis
Administrative Assistant
Office of Arturo Guajardo, Jr.
Hidalgo County Clerk
sandra.solis@co.hidalgo.tx.us
956-318-2149 ext. 6104