



Hidalgo County Purchasing Department  
2812 S. Business Highway 281  
New Administration Building  
Edinburg, Texas 78539  
(956) 318-2626/ Fax: (956) 318-2629

**E-11-162-04-26**

April 5, 2011

Cardinal Tracking Inc.  
C/O Steve Leushner  
Lewisville, Tx 75057-6046

Re: C-10-049-04-27  
"Turn-key Purchase of a New Records Management Software" for Hidalgo County HIDTA  
Task Force.

Dear Mr. Leushner:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's option to exercise the first of two (2), one (1) year extensions as provided in the current contract (under the same rates, terms and conditions). Please acknowledge receipt of this notice of placement on the Commissioners' Court meeting of April 19, 2011 for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than, Friday, April 8, 2011, via facsimile to (956) 956-292-7612 or email to : [cris.villarreal@co.hidalgo.tx.us](mailto:cris.villarreal@co.hidalgo.tx.us) , so as to meet the agenda request form deadlines.

By: \_\_\_\_\_

Date: 4/13/11

Additionally, we are requesting your company provide an updated certificate of insurance as required through Hidalgo County's Request for (Bid, Quote, Proposal, Statement of Qualifications).

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Hidalgo County Purchasing Department

cc:

department  
auditors

**REQUIREMENTS AGREEMENT  
C-10-049-04-27**

THIS AGREEMENT (the "Agreement") is entered into effective as of **April 27, 2010** and between **CARDINAL TRACKING INC.** ("Seller") and **HIDALGO COUNTY** ("Buyer").

WHEREAS, Buyer has solicited proposals for the supply of its requirements of Hidalgo County "**Turn-key Purchase of a New Records Management Software,**" as further described in Exhibit "A" which is attached hereto and incorporated herein by reference for all purposes (the "Products and Warranty") for a period one (1) year with the County's option to renew two (2) additional one (1) year terms based on the prior year's performance evaluation and contingent upon cost remaining unchanged and;

WHEREAS, Seller has submitted a proposal to supply Buyer's requirements; and

WHEREAS, Buyer has determined that Seller has submitted the lowest and best bid to meet Buyer's requirements for the Product.

NOW THEREFORE, for and in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Buyer agrees to purchase and/or license from Seller, and Seller agrees to sell and/or license to Buyer, all of the Products that Buyer may require for use by Buyer in "**Turn-key Purchase of a New Records Management Software**" in the areas of **Hidalgo County HIDTA Task Force** projects for a period of **one(1) year** commencing upon execution of contract, with the County's option to renew for two (2) additional one (1) year based on the prior year's performance evaluation and contingent upon cost remaining unchanged and it is agree that the Products will meet the specifications set forth in Exhibit "A" hereto. To the extent of any conflict between the terms of the Agreement and any other agreements offered or required by Seller for Buyer to license and/or purchase the Records Management Software, the terms of Agreement shall control.

2. When Buyer determines that it needs a quantity of the Products to be delivered, it will, according to its Purchasing Policies, complete and submit to Seller a Purchase Order describing the type and quantity of the Products required. The Products are to be delivered by contractor to the location(s) in Hidalgo County specified by Buyer in its Purchase Order.

3. Buyer agrees to pay Seller for each Purchase Order based on the prices set out in Exhibit "B". Seller shall render invoices for each Purchase Order, and the invoices shall be paid by Buyer on or before the 30th day following receipt of the invoice.

4. County and Seller agree that either party may terminate this contract upon

thirty (30) days written notice at any time for any reason or no reason at all.

5. Seller shall license to Buyer the rights to utilize the Records Management Software by separate document(s). The terms of this Requirements Agreement, shall control over any conflicting terms of the Records Management Software License agreements.

6. General Provisions.

a. **Conflict with Applicable Law.** Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this Agreement and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment thereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

b. **No Waiver.** No waiver by Buyer of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

c. **Entire Agreement.** This Agreement contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by Buyer and Seller, and not otherwise.

d. **Texas Law to Apply.** This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

e. **Notice.** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests or communications required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

If to Buyer: Hidalgo County  
Attention: County Judge

100 E. Cano, 2nd Floor  
Edinburg, Texas 78539

If to Seller: Cardinal Tracking Inc.  
Attn: Steve Leushner  
1825 Lakeway Dr. Suite 100  
Lewisville, Tx 75057-6046

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

f. **Additional Documents.** The parties hereto covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

g. **Successors.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

h. **Assignment.** This Agreement shall not be assignable.

i. **Headings.** The headings and captions contained in this Agreement are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.

j. **Gender and Number.** All pronouns used in this Agreement shall include the other gender, whether used in the masculine, feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate.

k. **Authority to Execute.** The execution and performance of this Agreement by Buyer and Seller have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of Buyer and Seller in accordance with its terms.

l. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon sixty (60) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the

provisions of Tex. Loc. Govt. Code Ann. § 271.903 (Vernon Supp. 1996).

m. **Insurance.** Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

n. **Purchasing Ethics.** Seller represents and warrants it has not, during the process of being awarded this contract violated the following ethical standards of Buyer and, upon and after the execution of this Agreement, agrees to abide by the following ethical standards of Buyer:

(1) It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of Hidalgo County, or for any elected official, department head or employee or former elected official, department head or employee of Hidalgo County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an officer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advise, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefor pending before any department or agency of Hidalgo County.

(2) It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for Hidalgo County, or any person associated therewith, as an inducement for the award of a subcontract or order.

EXECUTED effective as of the day and year first above written.

**APPROVED BY COMMISSIONERS COURT ON, 4-27-10.**

APPROVED AS TO FORM:  
Atlas & Hall, L.L.P.

By:  \_\_\_\_\_

HIDALGO COUNTY

By:   
Rene A. Ramirez, County Judge

ATTEST:

  
Arturo Guajardo, Jr., County Clerk

CARDINAL TRACKING INC.

By: M Mitchell  
Printed Name: Megan Mitchell  
Title: Account Manager

## Cost of Cardinal's Annual Software Maintenance

First Year of the Annual Software Maintenance and Support - Included : **NO CHARGE**

\* Cost of the Second Year of the Annual Software Maintenance Agreement : \$ **3,041.10**

\* Cost of the Third Year of the Annual Software Maintenance Agreement : \$ **3,041.10**

Note: Optional 24/7/365 Software Maintenance and Support is available on request by the Customer.

\* Second and Third Year Cost of the Annual Software Maintenance Agreement is based on 18% of the SOFTWARE ONLY. See below for detail breakdown.

1 BADGE SE Police RMS Base System Pkg. Tier 1	\$ 4,995.00		\$ 4,995.00
15 BADGE SE Multi-User Licenses Tier 1	\$ 295.00		\$ 4,425.00
1 BADGE SE Vehicle Maintenance Module Tier 1	\$ 995.00		\$ 995.00
1 BADGE SE Warrants Module Tier 1	\$ 995.00		\$ 995.00
1 PLIS SE Photo Lineup Imaging System Tier 1	\$ 2,995.00		\$ 2,995.00
1 BADGE SE Enhanced Property Professional Software	\$ 1,995.00		\$ 1,995.00
1 BADGE SE Enhanced Property - Cardinals Tracer Plus Professional Software	\$ 237.00		\$ 237.00
1 BADGE SE Enhanced Property - Cardinal ODBC Link for Tracer Plus	\$ 258.00		\$ 258.00
<b>Sub-Total Software Only :</b>			<b>\$ 16,895.00</b>

ricing of the Second Year Annual Support Agreement is based on 18% of Software Only : 18%

Cost of the 2nd Year of Annual Software Maintenance Agreement : \$ **3,041.10**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/5/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Independent Insurance Group 3010 LBJ Freeway Ste. 920 Dallas TX 75234-7004	<b>CONTACT NAME:</b> Diana Allred <b>PHONE (A/C, No, Ext):</b> 972-231-8277 <b>E-MAIL ADDRESS:</b> dianaa@indinsgrp.com	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Cardinal Tracking Inc 1825 Lakeway Dr # 100 Lewisville TX 75057	<b>INSURER A :</b> Hartford Casualty Insurance Co	
	<b>INSURER B :</b> Hartford Fire Ins. Co.	
	<b>INSURER C :</b> Twin City Fire Ins Co Co	
	<b>INSURER D :</b> Sentinel Insurance Company	
	<b>INSURER E :</b>	
<b>INSURER F :</b>		<b>NAIC #</b> 29459

### COVERAGES

CERTIFICATE NUMBER: 860960128

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			46UUNPN2522	2/27/2012	2/27/2013	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
D	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			46UUNPN2522	2/27/2012	2/27/2013	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$\$10,000			46RHUPN1646	2/27/2012	2/27/2013	EACH OCCURRENCE \$3,000,000 AGGREGATE \$3,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	46WEPO0972	2/27/2012	2/27/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
B	Technology Liability			00TE025610610	2/27/2012	2/27/2013	Glitch \$1,000,000 Agg \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Hidalgo County is included as additional insured on the general liability policy as required by written contract.

### CERTIFICATE HOLDER

### CANCELLATION

Hidalgo County New Administration Building 2812 S Highway Bus. 281 Edinburg TX 78539	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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- B. AI-26352 Self-Insured Workers' Comp. (2202):**  
 Requesting approval of reimbursement of Hidalgo County Workers' Comp. Claims paying account for claims paid by Tristar Risk Management in the amount of \$58,457.32 for the period of April 01-15, 2011 and requesting approval of wire transfer.

approved

**12. Purchasing Department:**

**A. AI-26355**

Approval of the following with contractor Asago LLC dba Asago Construction for La Mesa Subdivision, Pct. No. 1 as submitted through project engineer TEDSI Infrastructure Group Inc. (C-CAP-10-357-12-13):

1. Application for Payment No. 1 in the amount of \$98,740.80;

2. Change Order No. 2 reflecting an increase totaling the amount of \$1,200.00 due to addition on two driveways added by residents after surveying/completion of plans.

approved

**B. AI-26224**

Requesting authority to exercise the first of two (2), one (1) year extensions as provided under the current requirements agreement for "Turn-key Purchase of a New Records Management Software for Hidalgo County HIDTA Task Force", under the same rates, terms and conditions with Cardinal Tracking, Inc. (C-10-049-04-27)

approved

**C. AI-26240**

Requesting authority to advertise and approval of procurement packet (i.e., specifications, legal notice etc) as attached hereto for Hidalgo County "Lubricants (Grease Oil, Hydraulic fluids) & Anti Freeze"-RFB NO.: 2011-079-MEG

approved

- D. AI-26261** Requesting authority to re-advertise the same procurement packet (approved by CC on 03-21-11) for "Hidalgo County-Purchase of Gravel Bedding Materials" inasmuch as no bids were received-new project No. 2011-128-05-25-YSI

approved

**E. AI-26290**

Approval of Application for Payment No. 4 (Final) in the amount of \$59,151.60 from Total Commitment, LLC, contracted vendor for Aldamas I & II Subdivisions as reviewed and submitted by project engineer SAM Engineering & Surveying, Inc. (C-CAP-10-232-08-10).

approved

**F. AI-26317**

**1. Auditor's Office:**

Requesting authority to enter into an annual software renewal with

approved