

**SPECIAL MEETING – APRIL 17, 2012**

**BE IT REMEMBERED, that on this 17<sup>th</sup> day of April A.D., 2012, there was begun and held a SPECIAL MEETING of the Honorable Commissioners' Court of Hidalgo County, Texas, wherein the following members thereof were present, to-wit:**

**HONORABLE RAMON GARCIA**

**HIDALGO COUNTY JUDGE**

**HONORABLE JOEL QUINTANILLA**

**COMMISSIONER, PRECINCT NO. 1**

**HONORABLE JOE M. FLORES**

**COMMISSIONER, PRECINCT NO. 3**

**HONORABLE JOSEPH PALACIOS**

**COMMISSIONER, PRECINCT NO. 4**

**and ARTURO GUAJARDO, JR., COUNTY CLERK & EX-OFFICIO CLERK OF THE COMMISSIONERS' COURT of Hidalgo County, Texas, wherein the following proceedings were had, to-wit:**

**AGENDA  
CC CONSENT  
HIDALGO COUNTY  
COMMISSIONERS COURT MEETING  
April 17, 2012  
9:30 A.M.**

**NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held at the Edinburg Council Chambers 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:**

**NOTICE TO THE PUBLIC  
CONSENT AGENDA**

**The following items are of a routine or administrative nature. The Commissioners' Court has been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commissioner, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.**

On motion of Commissioner Joseph Palacios, seconded by Commissioner Quintanilla, the Court made a UNANIMOUS vote to approve the Consent Agenda, with the exception of items 8.A, 11.D, 11.F, and 11.I.

On motion of Commissioner Quintanilla, seconded by Commissioner Joseph Palacios, the Court made a UNANIMOUS vote to approve item 8.A, subject to submittal of affidavit.

On motion of Commissioner Joseph Palacios, seconded by Commissioner Quintanilla, the Court made a UNANIMOUS vote to approve item 11.D, subject to submission of invoices.

On motion of Commissioner Joseph Palacios, seconded by Commissioner Quintanilla, the Court made a UNANIMOUS vote to approve item 11.F, subject to submission of breakdown and capitalizing expenses.

**10. Auditor's Office: (Exhibit J)****A. AI-31708 Monthly collection reports for May and December 2011, and January and February 2012.**

<b>OFFICE</b>	<b>FEES &amp; COST</b>	<b>MONTH</b>
The Hon. Espiridion Jackson, Justice of the Peace	\$ 24,008.83	May 2011
The Hon. Charlie Espinoza, Justice of the Peace	\$ 66,013.15	December 2011
The Hon. Gilberto Saenz, Justice of the Peace	\$ 65,016.55	January 2012
The Hon. Rosa E. Trevino, Justice of the Peace	\$ 75,865.90	January 2012
The Hon. Homero Jasso, Justice of the Peace	\$ 16,238.90	January 2012
The Hon. Armando Barrera, Tax/Assessor Collector	\$ 64,238,486.75	January 2012
Mr. Eduardo Olivarez, Chief Administrative Officer	\$ 22,010.00	January 2012
The Hon. Joel Quintanilla, Comm. Pct. 1, Delta Lake	\$ 1,090.00	February 2012
The Hon. Celestino Avila, Constable Precinct No. 1	\$ 600.00	February 2012
The Hon. Gilberto Alaniz, Constable Precinct No. 2	\$ 620.00	February 2012
The Hon. Larry Gallardo, Constable Precinct No. 3	\$ 18,614.80	February 2012
The Hon. Daniel Marichalar, Constable Precinct No. 5	\$ 420.00	February 2012
Ms. Angie Chapa, Law Librarian	\$ 1,596.75	February 2012
Mr. Juan Martinez, Fire Marshal	\$ 6,553.00	February 2012
Mr. Eduardo Olivarez, Chief Administrative Officer	\$ 31,595.00	February 2012
The Hon. Arturo Guajardo, Hidalgo County Clerk	\$ 10,590.12	February 2012
The Hon. Gilberto Saenz, Justice of the Peace	\$ 87,849.05	February 2012
The Hon. Jesus E. Morales, Justice of the Peace	\$ 56,525.75	February 2012
The Hon. Bobby Contreras, Justice of the Peace	\$ 73,758.66	February 2012
The Hon. Rosa E. Trevino, Justice of the Peace	\$ 112,914.50	February 2012
The Hon. Luis Garza, Justice of the Peace	\$ 77,627.44	February 2012
The Hon. Charlie Espinoza, Justice of the Peace	\$ 147,845.50	February 2012
The Hon. Espiridion Jackson, Justice of the Peace	\$ 36,678.47	February 2012

**11. Purchasing Dept: (Exhibit K)****Notes:**

- A. FOR ANY CONTRACTS(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FOWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.**
- B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).**
- A. AI-31786 Acceptance and approval of the following invoices submitted by contracted/project engineer, L & G Consulting Engineers, Inc.:**
- 1. Invoice No. 11324073- \$49,350.00 for "La Homa ROW"- C-11-312-02-07**
  - 2. Invoice No. 11324084- \$14,358.15 for "Mile 2 North (From Moorefield Rd to La Homa Rd)"- C-11-195-06-28**

3. Invoice No. 11324092- \$10,500.00 for "FM 681 Project; From FM 2221/FM 492"-C-09-192A-06-08;
  4. Invoice No. 11324091- \$24,080.65 for "FM 681 From FM 2221 to SH 107"-C-09-192-06-08;
  5. Invoice No. 11324100-\$99,237.93 for "Mile 2 North (Inspiration to Moorefield)
- B. AI-31703 Requesting approval to correct asset tag #44621 to 49174 for one Sig Sauer P226 weapon previously approved by Commissioners Court to be surplus for trade in value on January 24, 2012 (refer to AI #30443, item 7.A).
- C. AI-31880 Acceptance and approval of request for payment of Invoice #1102707-6 in the amount of \$32,981.98 as submitted by CAS Companies in connection with the "Hidalgo County Morgue Renovation" Project amid PO#663746 with authority for County Treasurer to issue payment after review, audit, and processing procedures are completed by County Auditor.
- D. AI-31874 Acceptance and approval of Invoice #11324071 in the amount of \$6,982.68, from L&G Consulting Engineers, Inc. contracted engineer for "On Call Services for MPO and HCRMA Representation," C-11-054-04-12.

On motion of Commissioner Joseph Palacios, seconded by Commissioner Quintanilla, the Court made a UNANIMOUS vote to approve item 11.D, subject to submission of invoices.

- E. AI-31846 Acceptance and approval of request for payment of Invoice #4766 in the amount of \$33,480.00 from Guzman & Munoz Engineering & Surveying, Inc. under Contract #C-11-202-08-09-PO#665966 amid Work Authorization No. 001 for Phase 2-Engineering Design Services in connection to the Professional Engineering Services of Constable Pct. 1 Office Building Project with authority for County Treasurer to issue payment after County Auditor's review and processing procedures are completed.

- F. AI-31788 Requesting approval of payment for Invoices (as set forth below) and as submitted by PRODIGY with authority for County Auditor to review and complete processing procedures and for County Treasurer to issue payment in connection to Contract #C-11-235-10-25 (PO#666986), for "Professional Construction Management Services" for the "New Administration Offices/Building for Hidalgo County Precinct No. 4";

1) Invoice #3 - \$ 4,375.00 - January

2) Invoice #4 - \$ 4,375.00 - February

3) Invoice #5 - \$ 4,375.00 - March

Grand Total \$13,125.00

On motion of Commissioner Joseph Palacios, seconded by Commissioner Quintanilla, the Court made a UNANIMOUS vote to approve item 11.F, subject to submission of breakdown and capitalizing expenses.

- G. AI-31784 Approval of final modifications to procurement packet as modified and recommended by Sheriff's Office for RFP: "Placement, Housing and Supervision of H.C. Inmates as previously approved on authority to advertise on CC meeting of 12-29-11. (Proj. No.: 2012-034-00-00CGA)
- H. AI-31787 Acceptance and approval of request for payment of invoices as submitted by L&G Consulting Engineers, Inc. with authority for County Treasurer to issue payment after County Auditor's review and processing procedures are completed for the following invoices as follow:
1. Invoice #11324086-PO#596375-\$23,012.63-Engineering services for month of March 2012 (C-07-451-12-26 Amid WA#1)



## County of Hidalgo Pct. 4

Commissioner Joseph Palacios  
1051 N. Doolittle Road  
Edinburg Texas 78542-0337

### MEMO

DATE: MARCH 03, 2012  
TO: PURCHASING DEPARTMENT  
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER  
FROM: HIDALGO COUNTY PCT. #4  
REF: INV. 03 & 04 & 05: CONTRACT #C-11-235-10-25

HIDALGO COUNTY PRECINCT #4 IS HEREBY REQUESTING THE FOLLOWING INVOICES #03 & 04 & 05 IN THE AMOUNT OF **\$4,375.00** EACH FOR A TOTAL OF **\$13,125.00** FOR **PRODIGY CONSTRUCTION MANAGEMENT, LLC** BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THESE INVOICES WILL BE FROM PURCHASE ORDER **#666986**, ACCOUNT: **2-1342-431-00-124-075-0-720 & 2-1342-431-00-124-078-0-720**

SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT OUR OFFICE, THANK YOU.

\_\_\_\_\_  
RUMALDO MUNOZ JR  
ACCOUNTS PAYABLE SPECIALIST III

CC: COUNTY FILES  
ATTACHMENTS:

Inv. #03 & 04 & 05  
P.O. **666986**



**PRODIGY CONSTRUCTION MANAGEMENT LLC**  
 P.O. Box 6592  
 McAllen, TX 78502-6592  
[apalacios@prodigycompany.com](mailto:apalacios@prodigycompany.com)

**Invoice**

Period Billed	Invoice #
01-01-2012 to 01-31-2012	03

Office: (956)800-1122  
 Fax: (956) 800-4618  
 Bill To:

Hidalgo County PCT 4  
 1051 Doolittle Rd.  
 Edinburg, TX 78542

**Project Name: Contract No: C-11-235-10-25 REQ: 00200617**

**Hidalgo County: Design and Construction New Administration Building Hidalgo Precinct No 4**

1-1342-431-00-124-075-0-720

P.O. No.	Vendor	Project
666986	388459	PCM-10-011

Estimated Project Total Cost: \$1,500,000.00 @ 3.5% = \$52,500.00

**Payment Schedule: Attachment E**

Period Billed	Monthly Draw	Paid to Date	Amount Balance	Invoice Amount DUE
1 Nov. 2011	\$4,375.00		\$52,500.00	\$4,375.00
2 Dec. 2011	\$4,375.00	\$8,750.00	\$43,750.00	\$4,375.00
3 Jan. 2012	\$4,375.00			\$4,375.00
4				
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6				
7				
8				
9				
10				
11				
12				



CC Construction Management Service. Estimated cost based on 3.5% of 1.5M for the construction of New Administration Offices/Building for Hidalgo Precinct No 4.

Owner Authorized Signature

Date



**PRODIGY CONSTRUCTION MANAGEMENT LLC**  
 P.O. Box 6592  
 McAllen, TX 78502-6592  
 apalacios@prodigycompany.com

**Invoice**

Period Billed	Invoice #
02-01-2012 to 02-29-2012	04

Office: (956)800-1122  
 Fax: (956) 800-4618  
 Bill To:

Hidalgo County PCT. 4  
 1051 Doolittle Rd.  
 Edinburg, TX 78539

Project Name: Contract No: C-11-235-10-25 REQ: 00200617

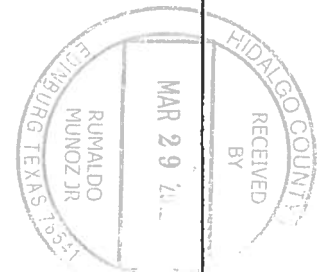
**Hidalgo County: Design and Construction New Administration Building Hidalgo Precinct No 4**

P.O. No.	Vendor	Project
666986	388459	PCM-10-011

Estimated Project Total Cost: \$1,500,000.00 @ 3.5% = \$52,500.00

**Payment Schedule: Attachment E**

Status	Period Billed	Monthly Draw	Paid to Date	Amount Balance	Invoice Amount DUE
1 Paid	Nov. 2011	\$4,375.00		\$52,500.00	\$4,375.00
2 Paid	Dec. 2011	\$4,375.00	\$8,750.00	\$43,750.00	\$4,375.00
3 Pending	Jan. 2012	\$4,375.00			\$4,375.00
4	Feb. 2012	\$4,375.00			\$4,375.00
5					
6					
7					
8					
9					
10					
11					
12					



CC Construction Management Service. Estimated cost based on 3.5% of 1.5M for the construction of New Administration Offices/Building for Hidalgo Precinct No 4.

Owner Authorized Signature

Date



**PRODIGY CONSTRUCTION MANAGEMENT LLC**  
 P.O. Box 6592  
 McAllen, TX 78502-6592  
 apalacios@prodigycompany.com

**Invoice**

Period Billed	Invoice #
03-01-2012 to 03-31-2012	05

Office: (956)800-1122  
 Fax: (956) 800-4618  
 Bill To:

Hidalgo County PCT. 4 1051 Doolittle Rd. Edinburg, TX 78539
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Project Name: Contract No: C-11-235-10-25 REQ: 00200617

<b>Hidalgo County: Design and Construction New Administration Building Hidalgo Precinct No 4</b>
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P.O. No.	Vendor	Project
666986	388459	PCM-10-011

Estimated Project Total Cost: \$1,500,000.00 @ 3.5% = \$52,500.00

**Payment Schedule: Attachment E**

Status	Period Billed	Monthly Draw	Paid to Date	Amount Balance	Invoice Amount DUE
1 Paid	Nov. 2011	\$4,375.00		\$52,500.00	\$4,375.00
2 Paid	Dec. 2011	\$4,375.00	\$8,750.00	\$43,750.00	\$4,375.00
3 Pending	Jan. 2012	\$4,375.00			\$4,375.00
4 Pending	Feb. 2012	\$4,375.00			\$4,375.00
5	March 2012	\$4,375.00			\$4,375.00
6					
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8					
9					
10					
11					
12					



CC Construction Management Service. Estimated cost based on 3.5% of 1.5M for the construction of New Administration Offices/Building for Hidalgo Precinct No 4.

Owner Authorized Signature

Date



# Purchase Order

## COUNTY OF HIDALGO

PO#: 666986

DATE: 11/23/11

Page No 1 Of 2

VENDOR: 388459                      REQ:00200617  
 FAX (956)971-0069              Email:  
 Phone:(956)821-8014  
 PRODIGY CONSTRUCTION MANAGEMENT, LLC  
 P.O. BOX 6592  
 MCALLEN TX 78502-6592

BUYER:  
 SHIP TO: HIDALGO CO. PCT 4  
 1051 N. DOOLITTLE  
 EDINBURG TX 78542

Vendor Acct:

CONTACT:  
 SITE: COMMISSIONER, PRECINCT 4  
 Contract No: C-11-235-10-25

Special Instructions:

PCT. REQ.# 1167

**VENDOR NOTES**

1. DO NOT ADD TO, OR ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
2. TAX EXEMPTION: THIS PURCHASE ORDER MAY BE ACCEPTED IN LIEU OF EXEMPTION CERTIFICATE.
3. THIS ORDER IS ALSO PLACED F.O.B. DESTINATION. VENDOR MUST REPAY ALL SHIPPING COSTS.
4. INVOICE EACH PURCHASE ORDER SINGLY. ORIGINAL INVOICES ARE REQUIRED CUSTOMER COPY MAY BE ACCEPTED. OUT NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, AND PACKAGES.
5. PAYMENT WILL BE MADE ONLY FOR A BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		AS PER CONTRACT C-11-235-10-25 APPROVED CC OF 10/25/11 UNDER AGENDA AI-29159		
1	LOT	CC PROFESSIONAL CONSTRUCTION MANAGMENT SERVICES FOR THE DESIGN AND CONSTRUCTION OF NEW ADMINISTRATION OFFICES / BUILDING FOR HIDALGO PRECINCT NO. 4 (ADMINISTRATIVE OFFICE, MAINTANCE FACILITY BUILDING AND STORAGE AND WAREHOUSE BUILDING) AS APPROVED COMMISSIONERS' COURT OF 10/25/2011 UNDER AGENDA ITEM AI-29159 CONTRACT C-11-235-10-25	52,500.00	52,500.00
		ARTICLE 4 COMPENSATION:		
		4.2 (a) The Basic Services Compensation shall be three and a half percent (3.5%) of the lesser of (1) Owner's final budget for the Project and (1) One Million Five Hundred Dollars (\$1,500.00). Accordingly, the Basic Services Compensation will not exceed Fifty Two Thousand Five Hundred Dollars (\$52,000.00) regardless of the final budget.		
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		Total		52,500.00
		*****		
		For Hidalgo County use only		
		2 -1342-431-00-124-075-0-720	52,500.00	

2 -1342-431-00-124-078-0-720

Authorized by: Martín L. Salazar *mls*



Purchase Order  
COUNTY OF HIDALGO

PO#: 666986

DATE: 11/23/11

Page No 2 Of 2

VENDOR: 388459                      REQ:00200617  
FAX (956)971-0069              Email:  
Phone:(956)821-8014  
PRODIGY CONSTRUCTION MANAGEMENT, LLC  
P.O. BOX 6592  
MCALLEN TX 78502-6592

BUYER:  
SHIP TO: HIDALGO CO. PCT 4  
1051 N. DOOLITTLE  
EDINBURG TX 78542

Vendor Acct:

CONTACT:  
SITE: COMMISSIONER, PRECINCT 4  
Contract No: C-11-235-10-25

Special Instructions:

PCT. REQ.# 1167

VENDOR NOTES

1. DO NOT ADD TO, OR ALTER THIS PURCHASE ORDER. THIS ORDER IS NOT RENEWABLE.
2. TAX EXEMPTION: THIS PURCHASE ORDER MAY BE ACCEPTED IN LIEU OF EXEMPTION CERTIFICATE.
3. THIS ORDER IS ALSO PLACED F.O.B. DESTINATION. VENDOR MUST REPAY ALL SHIPPING COSTS.
4. INVOICE EACH PURCHASE ORDER SINGLY. ORIGINAL INVOICES ARE REQUIRED CUSTOMER COPY MAY BE ACCEPTED. OUT NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, AND PACKAGES.
5. PAYMENT WILL BE MADE ONLY FOR A BONA FIDE AND FULLY COMPLETED ORDERS, UNLESS OTHERWISE ATTACHED.

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		Approved -----		

Authorized by: Martina L. Salazar