AI-35696 **2. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Olga Noriega, COMM. PCT. #1

Department: COMM. PCT. #1

Information

CAPTION

2012 - Pct #1 Parks (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-452-00-121-013-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds Available as of 12/12/2012.

Attachments

Revised Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 08:52 AM
Glinda Pacheco	Glinda Pacheco	12/12/2012 11:18 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Olga Noriega Started On: 12/12/2012 08:36 AM

Final Approval Date: 12/14/2012

DATE: December 17, 2012 **MEETING REQUEST DATE:** December 18, 2012

DEPARTMENT HEAD: COMMISSIONER JOEL QUINTANILLA AI# 35696 -**REVISED**

DEPARTMENT NAME: PCT #1 PARKS

ACCOUNT NUMBER: 2-1100-452-00-121-013-0-XXX

SUBJECT: Budget Line-Item Transfer(s)

Honorable Commissioners' Court of Hidalgo County:

I submit to you for your consideration the following line-item transfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM ACCOUNT NUMBER								ACCOUNT NAME	TO ACCOUNT NUMBER								ACCOUNT NAME	AMOUNT
2	1100	452	00	121	013	0	601	OFFICE & COMPUTERS	2	1100	452	00	121	013	0	531	TELEPHONE	200.00
2	1100	452	00	121	013	0	607	HSEHLD & JAN SUPP	2	1100	452	00	121	013	0	531	TELEPHONE	100.00
2	1100	452	00	121	013	0	607	HSEHLD & JAN SUPP	2	1100	452	00	121	013	0	626	GASOLINE/FUEL	102.00
2	1100	452	00	121	013	0	413	ELEC SURVEILLANCE	2	1100	452	00	121	013	0	626	GASOLINE/FUEL	24.15
2	1100	452	00	121	013	0	623	BOTTLED GAS	2	1100	452	00	121	013	0	626	GASOLINE/FUEL	212.50
2	1100	452	00	121	013	0	739	OTHER STRUCTURES	2	1100	452	00	121	013	0	626	GASOLINE/FUEL	36.00
2	1100	452	00	121	013	0	432	EQUIP & VEH R&M SRV	2	1100	452	00	121	013	0	679	OTHER R&M SUPPLIES	250.00
																		924.65

REASON: PREPARING FOR ANY PURCHASES THAT NEED TO BE MADE.

JOEL QUINTANILLA

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK

AI-35759 **2. B.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Pamela Hernandez, COMM. PCT. #1

Department: COMM. PCT. #1

Information

CAPTION

2012- Pct #1 - Admin (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1200-431-00-121-004-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available account balance as of 12-13-2012

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	12/13/2012 03:21 PM
Veronica Ortiz	Veronica Ortiz	12/13/2012 03:27 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Pamela Hernandez Started On: 12/13/2012 02:27 PM

Final Approval Date: 12/14/2012

DATE: December 17, 2012 **MEETING REQUEST DATE:**

DEPARTMENT HEAD: COMMISSIONER JOEL QUINTANILLA

AGENDA# 35759
JE#

DEPARTMENT NAME: PCT #1 ADMINISTRATION

ACCOUNT NUMBER: 2-1200-431-00-121-004-0-XXX

SUBJECT: Budget Line-Item Transfer(s)

Honorable Commissioners' Court of Hidalgo County:

I submit to you for your consideration the following line-item transfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM ACCOUNT NUMBER								ACCOUNT NAME	TO ACCOUNT NUMBER								ACCOUNT NAME	AMOUNT
2	1200	431	00	121	004	0	583	TRAVEL OUT OF COUNT	2	1200	431	00	121	004	0	421	DISPOSAL	$ 579.33
2	1200	431	00	121	004	0	583	TRAVEL OUT OF COUNT	2	1200	431	00	121	004	0	532	WIRELESS DEVICE	$ 19.05
2	1200	431	00	121	004	0	583	TRAVEL OUT OF COUNT	2	1200	431	00	121	004	0	607	HSHELD & JANITORIAL SU	$ 13.38
2	1200	431	00	121	004	0	584	REGISTRATION FEES	2	1200	431	00	121	004	0	607	HSHELD & JANITORIAL SU	$ 6.62
2	1200	431	00	121	004	0	584	REGISTRATION FEES	2	1200	431	00	121	004	0	622	ELECTRICITY	$ 260.00
2	1200	431	00	121	004	0	584	REGISTRATION FEES	2	1200	431	00	121	004	0	631	BOTTLED WATER	$ 30.00
2	1200	431	00	121	004	0	584	REGISTRATION FEES	2	1200	431	00	121	004	0	531	TELEPHONE	$ 1,400.00
																		2,308.38

REASON: Monies needed to pay disposal, wireless device, electricity, bottled water, cups and telephone bill.

NOE MONTEZ

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK

AI-35681 **2. C.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Jorge Flores, COMM. PCT. #1

Department: COMM. PCT. #1

Information

CAPTION

2012 - Pct #1 Road Maintenance (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1200-431-00-121-005-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/14/12.

Attachments

Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/11/2012 01:15 PM
Ana Galvan	Ana Galvan	12/14/2012 04:16 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Jorge Flores Started On: 12/11/2012 11:49 AM

Final Approval Date: 12/14/2012

DATE: December 11, 2012 **MEETING REQUEST DATE:** December 18, 2012

DEPARTMENT HEAD COMMISSIONER JOEL QUINTANILLA AI# 35681

DEPARTMENT NAME PCT #1 Road Maintenance

ACCOUNT NUMBER: 2-1200-431-00-121-005-0-XXX

SUBJECT: Budget Line-Item Transfer(s)

Honorable Commissioners' Court of Hidalgo County:

I submit to you for your consideration the following line-item transfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM ACCOUNT NUMBER								ACCOUNT NAME	TO ACCOUNT NUMBER								ACCOUNT NAME	AMOUNT
2	-1200	-431	-00	-121	-005	-0	339	OTHER PROF. SERVICES	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	418.00
2	-1200	-431	-00	-121	-005	-0	439	OTHER R&M SERVICE	2	-1200	-431	-00	-121	-005	-0	442	EQUIP. / VEH. RENTAL	357.00
2	-1200	-431	-00	-121	-005	-0	439	OTHER R&M SERVICE	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	88.77
2	-1200	-431	-00	-121	-005	-0	601	OFFICE & COMP. SUPPLIES	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	60.27
2	-1200	-431	-00	-121	-005	-0	604	MEDICAL & LAB SUPP.	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	100.00
2	-1200	-431	-00	-121	-005	-0	605	CLOTHING & UNIFORMS	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	103.40
2	-1200	-431	-00	-121	-005	-0	607	HSEHLD & JANITORIAL SUPPL	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	23.39
2	-1200	-431	-00	-121	-005	-0	664	OTHER MINOR EQUIP.	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	409.04
2	-1200	-431	-00	-121	-005	-0	667	MINOR SOFTWARE	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	45.48
2	-1200	-431	-00	-121	-005	-0	731	ROADS	2	-1200	-431	-00	-121	-005	-0	626	GASOLINE / DIESEL	10.64
2	-1200	-431	-00	-121	-005	-0	672	EQUIP. & VEH. R&M SUPP.	2	-1200	-431	-00	-121	-005	-0	346	HUALING & FREIGHT	3,000.00
2	-1200	-431	-00	-121	-005	-0	672	EQUIP. & VEH. R&M SUPP.	2	-1200	-431	-00	-121	-005	-0	673	R&B R&M SUPPLIES	3,740.00
																		8,355.99

REASON: FUNDS NEEDED TO PAY OFF INVOICES.

JOEL QUINTANILLA

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK

AI-35559 **2. D.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Norma Ceballos, COMM. PCT. #3

Department: COMM. PCT. #3

Information

CAPTION

2012 - Pct #3 Sanitation (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-432-00-123-01-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/14/2012.

Attachments

Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	12/04/2012 09:48 AM
Ana Galvan	Ana Galvan	12/14/2012 05:14 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Norma Ceballos Started On: 12/04/2012 08:56 AM

Final Approval Date: 12/14/2012

INTRA-DEPARTMENTAL TRANSFER

DATE: December 3, 2012

DEPARTMENT HEAD: Commissioner Joe M. Flores - Pct No. 3

DEPARTMENT NAME: Hidalgo County Precinct #3 Sanitation

ACCOUNT NUMBER: 2-1100-432-00-123-001-0

CONTACT PERSON: Norma Ceballos PHONE: (956)585-4509

SUBJECT: Intra-departmental Transfer

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intra-departmental transfer's) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM OBJECT CODE	OBJECT NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
605	Clothing & Uniforms	811	Licenses & Permits	$ 300.00
609	Agri & Landscaping	671	Bldg & Other Struc. R&M Supplies	$ 90.00
334	Arch & Eng. Srv.	672	Equip & Veh R&M Supplies	$ 65.00
432	Equip & Veh R&M Srv.	672	Equip & Veh R&M Supplies	$ 200.00
			TOTAL	**$ 655.00**

REASON: Expected expenses

DEPARTMENT HEAD SIGNATURE

CC DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35632 **2. E.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2012- Pct. 4 Rd. Maint. (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1200-431-00-124-007-0-XXX

FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 12/13/12

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 04:14 PM
Veronica Ortiz	Veronica Ortiz	12/13/2012 11:18 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Veronica Lopez Started On: 12/07/2012 09:33 AM

Final Approval Date: 12/14/2012

DATE: December 17, 2012

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Pct 4- Rd. Maint

ACCOUNT NUMBER: 2-1200-431-00-124-007-0-XXX

Contact Person: Veronica Lopez **Ph#:** (956) 383-3112 Ext. 4019

2012

Intradepartmental Transfer

AI-35632

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
731	Pct4 Rd Maint- Roads	613	Pct4 Rd Maint- Safety Supplies	$988.00
601	Pct4 Rd Maint- Office & Computer Supplies	442	Pct4 Rd Maint- Equip & Vehicle Rentals	$1.00
731	Pct4 Rd Maint- Roads	339	Pct4 Rd Maint- Other Prof Srv	$2,500.00
731	Pct4 Rd Maint- Roads	661	Pct4 Rd Maint- Minor Office Furn & Equip	$486.05
731	Pct4 Rd Maint- Roads	601	Pct4 Rd Maint- Office & Computer Supplies	$91.13
			TOTAL	**$4,066.18**

REASON:
Transfer needed to fund several Pct 4 Rd Maint expenditures.

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35721 **2. F.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Comm. J. Palacios Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2012 - Pct 4 Sanitation (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-432-00-124-001-0-XXX

FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

672 --> 442 $78.00

Attachments

Pct 4 Sanitation LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 03:31 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Veronica Lopez Started On: 12/12/2012 02:58 PM

Final Approval Date: 12/14/2012

DATE: December 17, 2012

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4- Sanitation

ACCOUNT NUMBER: 2-1100-432-00-124-001-0-XXX

Contact Person: Veronica Lopez **Ph#:** (956) 383-3112 Ext. 4019

2012

Intradepartmental Transfer

AI-35721

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
672	Pct4 Sanitation- Equip&Veh R&M Supplies	442	Pct4 Sanitation- Equip & Vehicle Rentals	$78.00
			TOTAL	**$78.00**

REASON:
Transfer needed to fund Pct 4 Sanitation expenditures.

DEPARTMENT HEAD SIGNATURE

_____/_____/_____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35576 **2. G.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Robert Leal, J.P. 4, 2

Department: J.P. 4, 2

Information

CAPTION

2012 - J.P. Pct. 4, Pl. 2 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-412-00-068-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available account balance as of 12-13-2012

Attachments

Line_Item_Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	12/05/2012 11:33 AM
Veronica Ortiz	Veronica Ortiz	12/13/2012 11:31 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Robert Leal Started On: 12/05/2012 10:21 AM

Final Approval Date: 12/14/2012

DATE: **December 17, 2012**

DEPARTMENT HEAD: **Homero Jasso**

DEPARTMENT NAME: **Justice of the Peace Homero Jasso**

ACCOUNT NUMBER: **2-1100-412-00-068-001-0-**

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
442	**Equip & Vehicle Rentals**	**631**	**Bottled Water**	**$50.00**
			TOTAL	**50.00**

REASON: **The line item transfer we are requesting is to pay an invoice (#371391) dated for 12/03/2012 in the amount of $21.00**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE (__/__/__)

ATTEST COUNTY CLERK

AI-35563 **2. H.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Frank Fuentes Submitted By: Sylvia Solis, BUDGET & MANAGEMENT

Department: COUNTY COURT #6

Information

CAPTION

2012 - County Court at Law #6 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-412-00-026-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/04/12.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	12/04/2012 11:57 AM
Auditor's Office	Angela Garcia	12/05/2012 02:15 PM
Sylvia Solis (Originator)	Angela Garcia	12/05/2012 02:15 PM
Glinda Pacheco	Glinda Pacheco	12/05/2012 03:17 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Sylvia Solis Started On: 12/04/2012 10:56 AM

Final Approval Date: 12/14/2012

DATE: December 4, 2012

2012
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for County Court At Law #6

ACCOUNT NUMBER: 2-1100-412-00-026-001-0-XXX

Contact Person: Sylvia V. Solis **Ph#:** (956) 292-7025 Ext. 5423

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
890	OTHER	831	COURT COST AND INVESTIGATION	500.00
			TOTAL	500.00

REASON:
Intradepartmental Transfer to fund operating expenditures.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35602 **2. I.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Nora Linda Cruz, TX. AGRILIFE EXT. SERVICES

Department: TX. AGRILIFE EXT. SERVICES

Information

CAPTION

2012 - Texas A&M AgriLife Extension Service (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-461-00-380-001-0-XXX

FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 12/6/12.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/06/2012 10:12 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Nora Linda Cruz Started On: 12/05/2012 05:17 PM

Final Approval Date: 12/14/2012

DATE: **December 5, 2012**

DEPARTMENT HEAD: **Barbara Storz**

DEPARTMENT NAME: **TEXAS AGRILIFE EXTENSION**

ACCOUNT NUMBER: **2-1100-461-00-380-001-0-xxx**

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
432	R&M Srvs. Equip. & Vehicles	**665**	Minor Computer Equipment	**1,551.45**
442	Rental of Equipment and Vehicles	**671**	R&M Supplies Bldng. & Other Struct.	**$209.00**
631	Bottled Water	**671**	R&M Supplies Bldng. & Other Struct.	**42.30**
583	Travel Out of County	**665**	Minor Computer Equipment	**$598.55**
584	Registration Fees	**671**	R&M Supplies Bldng. & Other Struct.	**390.00**
432	R&M Srvs. Equip. & Vehicles	**671**	R&M Supplies Bldng. & Other Struct.	**$10.00**
			TOTAL	**2,801.30**

REASON: **To properly classify expenditures for much needed computer and printer. We have been having extreme trouble with our computers and black and white printer due to there only being one for the whole office. Also need to replace faded signs outside on the walls of our building.**

Barbara C. Storz

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK

AI-35588 **2. J.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Virginia Rodriguez, SHERIFF DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

2012- Sheriff's Office - (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 1100-423-21-280-002-0-

FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?: Yes

BUDGETARY IMPACT:

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Emilia Uriegas	Emilia Uriegas	12/05/2012 02:13 PM
Budget & Management	Merlen P. Munoz	12/05/2012 04:44 PM
Veronica Ortiz	Veronica Ortiz	12/13/2012 01:44 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Virginia Rodriguez Started On: 12/05/2012 01:42 PM

Final Approval Date: 12/14/2012

DATE: 12/17/2012

DEPARTMENT HEAD: Guadalupe "Lupe" Trevino

DEPARTMENT NAME: Hidalgo County Sheriff's Office

ACCOUNT NUMBER: 2-1100-423-21-280-002-0-

SUBJECT: Budget Line-Item Transfer (s)

Honorable Commissioners' Court of Hidalgo County:

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C.:

FROM		TO		
ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
2-1100-423-21-280-002-0-	431-R&M SERVICES BLDGS & OTHER STRUCTURES	2-1100-423-21-280-002-0-	607-HOUSEHOLD AND JANITORIAL SUPPLIES	5,000.00
2-1100-423-21-280-002-0-	339-OTHER PROFESSIONAL SERVICES	2-1100-423-21-280-002-0-	604-MEDICAL AND LABORATORY SUPPLIES	5,000.00
2-1100-423-21-280-002-0-	432-R&M SERVICE-EQUIP. & VEH	2-1100-423-21-280-002-0-	604-MEDICAL AND LABORATORY SUPPLIES	5,000.00
2-1100-423-21-280-002-0-	748-OTHER EQUIPMENT	2-1100-423-21-280-002-0-	535-POSTAGE & EXPRESS MAIL CHARGES	1,000.00
	T O T A L			$16,000.00

REASON: FUNDS ARE NEEDED TO COVER EXPENDITURES FOR REMAINDER OF FISCAL YEAR.

\

_____

DEPARTMENT HEAD SIGNATURE

_____ _____/_____/_____ _____

APPROVED COMMISSIONERS' COURT **DATE** **ATTEST COUNTY CLERK**

AI-35621 **2. K.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Judge Jaime Palacios Submitted By: Ana Galvan, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2012 - County Court at Law #2 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-412-00-022-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 12/7/12.

Attachments

L.I.T.

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/06/2012 04:44 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Ana Galvan Started On: 12/06/2012 04:08 PM

Final Approval Date: 12/14/2012

DATE: December 5, 2012

DEPARTMENT HEAD: Sergio Cruz

DEPARTMENT NAME: Department of Budget & Management for County Court at Law #2

ACCOUNT NUMBER: 2-1100-412-00-022-001-0-XXX

2012
Transfer

AI-35621

Contact Person: Ana B. Galvan **Ph#:** (956) 292-7025 Ext. 5409

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
890	Other	671	Bldg & Other Struc. Repair & Maintenance Supplies	197.61
607	Household & Janitorial Supplies	671	Bldg & Other Struc. Repair & Maintenance Supplies	400.00

AI-35666 **2. L.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Eddie Olivarez Submitted By: Mike Escaname, HEALTH & HUMAN SERVICES DEPT.

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2012 - Health & Human Services Dept. (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-441-00-340-003-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/14/2012.

Attachments

Revised Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/10/2012 03:07 PM
Ana Galvan	Ana Galvan	12/14/2012 04:32 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Mike Escaname Started On: 12/10/2012 02:44 PM

Final Approval Date: 12/14/2012

Date: December 10, 2012
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health Department
Account Number: 2-1100-441-00-340-003-0 CLINICS
Budget Line Item Transfer(s)

Honorable Commissioner's Court of Hidalgo County

I submit to you for your consideration the following line-item transfers in accordance with Local Government Code, Chapter 111, Subchapter C:

FROM		TO	
ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)	ACCOUNT NUMBER	ACCOUNT NAME (OBJECT CODE)
2-1100-441-00-340-003-0-812	SOFTWARE LICENSE RENEW	2-1100-441-00-340-003-0-411	WATER/SEWERAGE
2-1100-441-00-340-003-0-812	SOFTWARE LICENSE RENEW	2-1100-441-00-340-003-0-421	DISPOSAL
2-1100-441-00-340-003-0-812	SOFTWARE LICENSE RENEW	2-1100-441-00-340-003-0-531	TELEPHONE
2-1100-441-00-340-003-0-812	SOFTWARE LICENSE RENEW	2-1100-441-00-340-003-0-671	BLDG&OTHR STRUC R&M SUPPL
			Amount

Reason: Funds needed to meet anticipated expenditures.

Available Balance ----------> 812

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY

AMOUNT	
$	1,000.00
$	200.00
$	1,700.00
	$702.00
$	3,602.00

CLERK

AI-35673 **2. M.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Nereida Garza Submitted By: Sylvia Solis, BUDGET & MANAGEMENT

Department: HUMAN RESOURCES/CIVIL SERVICE

Information

CAPTION

2012 - Civil Service (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-415-50-190-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/10/12.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/10/2012 05:00 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Sylvia Solis Started On: 12/10/2012 04:22 PM

Final Approval Date: 12/14/2012

DATE: December 10, 2012

2012
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for Civil Service

ACCOUNT NUMBER: 2-1100-415-50-190-001-0-XXX

Contact Person: Sylvia V. Solis **Ph#:** (956) 292-7025 Ext. 5423

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
442	EQUIP & VEHICLE RENTALS	535	POSTAGE	100.00
			TOTAL:	**100.00**

REASON:
Intradepartmental Transfer to fund year-end postage expenditures.

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35565 **2. N.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Delma Silva, 206TH DISTRICT COURT

Department: 206TH DISTRICT COURT

Information

CAPTION

2012 - 206th District Court (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 **ACCT. #:** 2-1100-412-00-004-001-0-XXX

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Available account balance as of 12-13-2012.

Attachments

Budget Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	12/04/2012 02:46 PM
Veronica Ortiz	Veronica Ortiz	12/13/2012 11:30 AM
Purchasing Department	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Delma Silva Started On: 12/04/2012 02:32 PM

Final Approval Date: 12/14/2012

INTRA-DEPARTMENTAL TRANSFER

DATE: December 3, 2012

DEPARTMENT HEAD: Judge Rose G. Reyna

DEPARTMENT NAME: 206th District Court

ACCOUNT NUMBER: 2-1100-412-00-004-001-0-

CONTACT PERSON: Delma G. Silva PHONE: (956)318-2265

SUBJECT: Intra-departmental Transfer(s)

Honorable Commissioner's Court of Hidalgo County:

I submit for your consideration the following Intra-departmental transfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM: OBJECT CODE	OBJECT NAME	TO: OBJECT CODE	OBJECT NAME	AMOUNT
584	Registration Fees	607	Household & Janitorial Supplies	$50.00
			TOTAL	50.00

REASON: To pay outstanding invoice

DEPARTMENT HEAD SIGNATURE

12-3-12
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35846 **2. O.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Stephanie Palacios, DISTRICT CLERK

Department: DISTRICT CLERK

Information

CAPTION

2012 - District Clerk (1100)

BACKGROUND

Attachments

Revised Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/14/2012 04:41 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Stephanie Palacios Started On: 12/14/2012 04:18 PM

Final Approval Date: 12/14/2012

DATE: December 14, 2012

ELECTED OFFICIAL Laura Hinojosa

DEPARTMENT NAME: District Clerk

ACCOUNT NUMBER: 2-1100-412-00-090-001-0-XXX

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
341	Data Management & Processing	601	Office Supplies	$429.30
432	Equipment & Vehicle R&M Service	601	Office Supplies	$2,368.50
583	Travel Out of County	601	Office Supplies	$851.75
583	Travel Out of County	619	Other Misc Supplies	$235.84
743	Office Furniture & Equipment	619	Other Misc Supplies	$23.35
			TOTAL	**$3,908.74**

REASON: **Transfer monies to the correct object code to cover expenses.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK

AI-35847 **2. P.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Judge Rudy Gonzalez Submitted By: JC Carreon, COUNTY COURT #1

Department: COUNTY COURT #1

Information

CAPTION

2012 - County Court #1 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-11-412-00-021-001-0-XXX

FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available account balance as of 12/14/13

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/14/2012 05:01 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: JC Carreon Started On: 12/14/2012 04:40 PM

Final Approval Date: 12/14/2012

DATE: December 14, 2012

2012
Transfer

DEPARTMENT HEAD: Judge Rudy Gonzalez, County Court # 1

DEPARTMENT NAME: Department of Budget & Management for County Court At Law #1

ACCOUNT NUMBER: 2-1100-412-00-021-001-0-XXX

Contact Person: Joecindy Carreon **Ph#:** (956) 318-2375 Ext 6512

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
432	EQUIP & VEH R&M SRV	601	OFFICE & COMPUTER SUPPLIES	650.00
529	SURETY & NOTARY BONDS	601	OFFICE & COMPUTER SUPPLIES	54.80
583	TRAVEL OUT OF COUNTY	601	OFFICE & COMPUTER SUPPLIES	319.79
584	REGISTRATION FEES	601	OFFICE & COMPUTER SUPPLIES	300.00
630	FOOD	607	HSEHLD & JANITORIAL SUPPLIES	813.87
810	DUES & MEMBERSHIPS	640	REFERENCE MATERIALS	75.00
811	LICENSES & PERMITS	550	PRINTING & BINDING	80.00
855	LATE FEES, PENALTIES & FIN CHRG	550	PRINTING & BINDING	50.00
855	LATE FEES, PENALTIES & FIN CHRG	601	OFFICE & COMPUTER SUPPLIES	155.29
			TOTAL	2,498.75

REASON:
Intradepartmental Transfer to fund 2012 Gigatron Software Corporation

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35518 **2. Q.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Angie Chapa Submitted By: Angela Garcia, BUDGET & MANAGEMENT

Department: LAW LIBRARY

Information

CAPTION

2012 - Law Library (1247)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1247-412-50-100-001-0-xxx

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 11/30/12.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	11/30/2012 09:47 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Angela Garcia Started On: 11/30/2012 09:29 AM

Final Approval Date: 12/14/2012

BUDGET INTRA-DEPARTMENTAL TRANSFER REQUEST

DATE: 11/30/12

DEPARTMENT HEAD: ANGIE CHAPA

DEPARTMENT NAME: LAW LIBRARY

ACCOUNT NUMBER: 2-1247-412-50-100-001-0-XXX

CONTACT PERSON: ANGIE CHAPA

SUBJECT: Budget Intradepartmental Transfer in Accordance with Local Government Code, Chapter 111, Subchapter C.

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Intradepartmental Budget Transfer/s in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM		TO		
OBJECT CODE	OBJECT NAME	OBJECT CODE	OBJECT NAME	AMOUNT
664	OTHER MINOR EQUIP.	607	HOUSEHOLD & JAN. SUPPLIES	16.00
			TOTAL	16.00

REASON: PAY OUTSTANDING INVOICE

DEPARTMENT HEAD SIGNATURE

CC DATE

APPROVED COMMISSIONERS COURT

ATTEST COUNTY CLERK

AI-35840 **2. R.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Monica Badillo, EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

2012 - Executive Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-413-00-125-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds availabale as of 12/14/12.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/14/2012 02:33 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Monica Badillo Started On: 12/14/2012 02:15 PM

Final Approval Date: 12/14/2012

DATE: **December 14, 2012**

DEPARTMENT HEAD: **VALDE GUERRA**

DEPARTMENT NAME: **EXECUTIVE OFFICE**

ACCOUNT NUMBER: **2-1100-413-00-125-001-0-xxx**

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
583	Travel out of county	**626**	Gasoline/Diesel	**229.35**
584	Registration Fees	**626**	Gasoline/Diesel	**455.00**
811	Licenses & Permits	**626**	Gasoline/Diesel	**500.00**
			TOTAL	**1,184.35**

REASON: **To pay for future gasoline invoices.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK

AI-35675 **2. S.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Annette Muniz Submitted By: Sylvia Solis, BUDGET & MANAGEMENT

Department: COUNTY CLERK

Information

CAPTION

2012 - County Clerks (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-415-40-180-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/10/12.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/11/2012 08:13 AM
Veronica Ortiz	Veronica Ortiz	12/13/2012 11:19 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Sylvia Solis Started On: 12/10/2012 04:58 PM

Final Approval Date: 12/14/2012

DATE: December 10, 2012

2012
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for County Clerks

ACCOUNT NUMBER: 2-1100-415-40-180-001-0-XXX

Contact Person: Sylvia V. Solis **Ph#:** (956) 292-7025 Ext. 5423

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
671	R&M SUPPLIES -BLDG & OTHER STRUCTURES	535	POSTAGE	500.00
			TOTAL:	**500.00**

REASON:
Intradepartmental Transfer to fund current postage expenditures.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35549 **2. T.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Rene Perez, COUNTY CLERK

Department: COUNTY CLERK

Information

CAPTION

2012 - County Clerk's Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 12 ACCT. #: 2-1100-415-40-180-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12-5-2012.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	12/03/2012 11:16 AM
Ana Galvan	Ana Galvan	12/05/2012 04:52 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Rene Perez Started On: 12/03/2012 10:12 AM

Final Approval Date: 12/14/2012

BUDGET INTRADEPARTMENTAL TRANSFER REQUEST

DATE: December 5, 2012

DEPARTMENT HEAD: Sergio Cruz

DEPARTMENT NAME: Dept. of Budget & Management for County Clerk

ACCOUNT NUMBER: 2-1100-415-40-180-001-0-XXX

SUBJECT: Budget Intradepartmental Transfer

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intradepartmental Budget Transfer/s in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM: OBJECT CODE	OBJECT NAME	TO: OBJECT CODE	OBJECT NAME	AMOUNT
640	Reference Materials	529	Surety & Notary Bonds	$ 200.00
550	Printing & Binding	601	Office & Computer Supplies	$ 1,200.00
432	Equip & Vehicle R&M Srvs	601	Office & Computer Supplies	$ 1,000.00
			TOTAL	**$ 2,400.00**

Reason: Transfer is needed to pay up coming expenses.

Department Head Signature

Approved Commissioners' Court

Date

Attest County Clerk

AI-35710 **2. U.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Co Clerk's Office Submitted By: Rosie Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2012 - Co Clerk- County Rec Mgmt (1238)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1238-415-40-180-004-0-431

FUNDS AVAILABLE Y/N?: yes MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

CC COUNTY REC MGMT-BLDG&OTHR ST R&M SRV
$268.00 available balance as of 12/12/12.

FISCAL YEAR: ACCT. #:

FUNDS AVAILABLE Y/N?: MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Attachments

transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 02:41 PM
Obdett Calzada	Obdett Calzada	12/12/2012 03:04 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Rosie Cantu Started On: 12/12/2012

Final Approval Date: 12/14/2012

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: December 12, 2012

2012
Transfer

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for CO CLERK'S OFFICE

ACCOUNT NUMBER: 2-1238-415-40-180-004-0-XXX CC COUNTY REC MGMT

SUBJECT: **Intradepartmental transfer(s)**

Contact: Rosie Cantu
Ph#: 292-7025 ext 5408

Honorable Commissioners' Court of Hidalgo County:

I submit for your consideration the following Intradepartmental transfer(s) (increase/decrease) in accordance with Local Government Code, Chapter 111, 111.070, Item C (2).

FROM Object Code	Description	TO Object Code	Description	Amount
431	Buildings & Other Structures Repair and Maintenance Service	250	UNEMPLOYMENT COMPENSATION	$ 100.00
			TOTAL	**$ 100.00**

REASON: TRANSFER TO COVER FOR SHORTAGE IN UNEMPLOYMENT COMP DUE TO " '11 4TH QTR UNEMPL COMP DEFICIT" &"12 1ST QTR UNEMPL COMP DEFICIT" AND TO FUND EXPENDITURES FOR YEAR END.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK

Form DBM-201

AI-35667 **2. V.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Yvonne Ramon Submitted By: Rosie Diaz, ELECTIONS DEPT.

Department: ELECTIONS DEPT.

Information

CAPTION

2012 - Elections Department (1100)

BACKGROUND

2012-Elections LIT

Fiscal Impact

FISCAL YEAR: 2 ACCT. #: 2-1100-414-00-130-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available funds as of 12/10/12.

Attachments

Elections LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/10/2012 03:31 PM
Glinda Pacheco	Glinda Pacheco	12/10/2012 04:40 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Rosie Diaz Started On: 12/10/2012 03:10 PM

Final Approval Date: 12/14/2012

DATE: December 10, 2012

DEPARTMENT HEAD: Yvonne Ramon

DEPARTMENT NAME: Elections Department

ACCOUNT NUMBER: 2-1100-414-00-130-001-0-XXX

2012
Transfer

AI- 35667

Contact Person: Rosie Diaz **Ph#:** (956) 318-2570 Ext. 5715

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
601	Elections Dept-Office & Computer Suppl	583	Elections Dept- Travel Out of County	$200.00
			TOTAL	$200.00

REASON:

Transfer to attend trip to Denton Texas.

Approved by / /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-35608 **2. W.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Armando Barrera Jr. Submitted By: Mary Garcia, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

2012 - Tax Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-415-15-140-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/07/2012.

Attachments

Revised Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/06/2012 10:27 AM
Ana Galvan	Ana Galvan	12/07/2012 03:33 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Mary Garcia Started On: 12/06/2012 09:30 AM

Final Approval Date: 12/14/2012

DATE: December 6, 2012

DEPARTMENT HEAD: Armando Barrera Jr.

DEPARTMENT NAME: Hidalgo County Tax Office

ACCOUNT NUMBER: 2-1100-415-15-140-001-0-xxx

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:
I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT NAME	**TO** OBJECT CODE	OBJECT NAME	AMOUNT
583	TRAVEL OUT OF COUNTY	661	MINOR OFFICE FURN & EQUIP	$1,238.43
604	MEDICAL & LAB SUPPLIES	661	MINOR OFFICE FURN & EQUIP	$500.00
601	OFFICE & COMPUTER SUPPLIES	661	MINOR OFFICE FURN & EQUIP	$805.00
665	MINOR COMP EQUIP	661	MINOR OFFICE FURN & EQUIP	$176.28
432	EQUIP &VEH R&M SRV	661	MINOR OFFICE FURN & EQUIP	$60.00
			TOTAL	$2,779.71

REASON: **To purchase necessary items to operate County office.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK

AI-35646 **2. X.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Yolanda Orozco, FIRE MARSHAL'S DEPT.

Department: FIRE MARSHAL'S DEPT.

Information

CAPTION

2012 - Fire Marshal (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-422-10-300-001-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 12/14/2012.

Attachments

LIT.12-18-12

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/07/2012 02:03 PM
Ana Galvan	Ana Galvan	12/14/2012 04:36 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Yolanda Orozco Started On: 12/07/2012 01:33 PM

Final Approval Date: 12/14/2012

DATE: December 18, 2012

DEPARTMENT HEAD: Juan Martinez

DEPARTMENT NAME: Fire Marshal's Office

ACCOUNT NUMBER: **2-1100-422-10-300-001-0-XXX**

SUBJECT: **Budget Line-Item Transfer(s)**

Honorable Commissioner's Court of Hidalgo County:

I submit to you for your consideration the following line-item transfer(s) in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM ACCOUNT NUMBER	ACCOUNT NAME		TO ACCOUNT NUMBER	ACCOUNT NAME
2-1100-422-10-300-001-0-442	Equip & Vehicle Rent		2-1100-422-10-300-001-0-601	Office Supplies
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		
		->		

REASON: To complete Xerox payment of Color Copies. & payment of office supplies.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY C

AMOUNT
$660.00
$660.00

CLERK

AI-35764 **3. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Noe Montez, Pct. 1 Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 Adm. (1200):
Approval of 2012 interdepartmental transfer from Road Maintenance, program #005, to Administration, program #004, in the amount of $740.00 to fund electricity expenditures for the month of December 2012.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1200-431-00-121-00X-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 12-13-12. Funds needed to pay for Dec. 2012 electricity expenditures.

Attachments

Pct. 1 Adm. interdept transfer

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	12/13/2012 04:15 PM
Budget & Management	Obdett Calzada	12/13/2012 04:23 PM
Erika Zamora	Erika Zamora	12/14/2012 11:42 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Ivan Cantu Started On: 12/13/2012 03:20 PM

Final Approval Date: 12/14/2012

DATE: December 18, 2012

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Pct. 1 Adm.

ACCOUNT NUMBER: 2-1200-431-00-121-00X-0-XXX

CONTACT PERSON: Ivan Cantu, Budget Analyst III **PHONE:** (956) 292-7025 ext. 5425

2012

Interdepartmental Transfer

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:			
2-1200-431-00-121-005-0- 679	Pct. 1 Rd. Maint.-	Other R & M Supplies	(740.00)
TO:			
2-1200-431-00-121-004-0- 622	Pct. 1 Adm.-	Electricity	740.00
	TOTAL BUDGET INCREASE (DECREASE)		-

REASON: To fund electricity expenditures for the month of December 2012.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

/ /

DATE

ATTEST, COUNTY CLERK

AI-35742 **3. B.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

BCAP (1200):
Approval of 2012 interdepartmental transfer from BCAP Arch & Eng. Srv., program #028, to Pct.1 BCAP Dimas #2 & 3 Subdivision, program #230 in the total amount of $11,000.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1200-431-00-12X-XXX-0-X3X

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:
Funds available as of 12/13/12.

Attachments

transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/13/2012 10:37 AM
Erika Zamora	Erika Zamora	12/13/2012 04:41 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Marcie Jackson Started On: 12/13/2012 09:57 AM

Final Approval Date: 12/14/2012

DATE: December 13, 2012

DEPARTMENT HEAD: Agapito Vargas Jr.

DEPARTMENT NAME: Hidalgo County Border Colonia Access Program

2012

Interdepartmental Transfer

AI-35742 12/18/12

ACCOUNT NUMBER: 2-1200-431-00-12X-XXX-0-X3X

CONTACT PERSON: Marcie Jackson **PHONE:** (956) 787-1891 Ext. 2010

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:			
2-1200-431-00-125-028-0- 334	BCAP	ARCH & ENG SRV	(11,000.00)
TO:			
2-1200-431-00-121-230-0- 731	PCT 1 BCAP DIMAS #2 & 3 SUBDIVISION	ROADS	11,000.00
TOTAL BUDGET INCREASE (DECREASE)			-

REASON: Transfer needed to fund completion of projects.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

/ /

DATE

ATTEST, COUNTY CLERK

AI-35495 **3. C.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct. #3 BCAP (1312):
Approval of 2012 interdepartmental transfer from BCAP Munoz Estates Subdivision (program no. 488) to BCAP Randolph Barnett No.1 Subdivision (program no. 600) in the total amount of $7,252.50.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1312-431-00-123-488-0-733

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:
Funding available as of 11-30-12

Attachments

interdept transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	11/30/2012 08:30 AM
Manuel Chapa	Manuel Chapa	11/30/2012 11:11 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Marcie Jackson Started On: 11/29/2012 01:57 PM

Final Approval Date: 12/14/2012

DATE: November 29, 2012

DEPARTMENT HEAD: Agapito Vargas Jr.

2012
Interdepartmental Transfer

DEPARTMENT NAME: Hidalgo County Border Colonia Access Program

AI-35495 12/18/12

ACCOUNT NUMBER: 2-1312-431-00-123-488-0-733

CONTACT PERSON: Marcie Jackson **PHONE:** (956) 787-1891 Ext. 2010

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	
FROM:		
2-1312-431-00-123-488-0 733	MUNOZ ESTATES	DRAINAGE DITCHES
2-1312-334-30-123-488-0- 000	PCT.3 BCAP II-MUNOZ ESTATES SUBD	REVENUE
TO:		
2-1312-431-00-123-600-0- 733	RANDOLPH BARNETT NO.1	DRAINAGE DITCHES
2-1312-334-30-123-600-0- 000	PCT.3 BCAP III-RANDOLPH BARNETT	REVENUE

TOTAL BUDGET INCREASE (DECREASE)

REASON: Transfer is needed for completion of project.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

_____/_____/_____
DATE

AMOUNT
(7,252.50)
(7,252.50)
7,252.50
7,252.50
-

ATTEST, COUNTY CLERK

AI-35517 **3. D.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct. #3 BCAP (1312):
Approval of 2012 interdepartmental transfer from BCAP Jardin Terrace Subdivision, program no. 348, to BCAP Regal Estates Subdivision, program no. 606 in the total amount of $23,859.50.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1312-431-00-123-348-0-733

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 11-30-12

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	11/30/2012 09:45 AM
Manuel Chapa	Manuel Chapa	11/30/2012 01:46 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Marcie Jackson Started On: 11/30/2012 09:11 AM

Final Approval Date: 12/14/2012

DATE: November 30, 2012

DEPARTMENT HEAD: Agapito Vargas Jr.

2012
Interdepartmental Transfer

DEPARTMENT NAME: Hidalgo County Border Colonia Access Program

AI-35517 12/18/12

ACCOUNT NUMBER: 2-1312-431-00-123-348-0-733

CONTACT PERSON: Marcie Jackson **PHONE:** (956) 787-1891 Ext. 2010

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	
FROM:		
2-1312-431-00-123-348-0 733	JARDIN TERRACE SUBDIVISION	DRAINAGE DITCHES
2-1312-334-30-123-348-0- 000	PCT.3 BCAP III-JARDIN TERRACE SUBD	REVENUE
TO:		
2-1312-431-00-123-606-0- 731	REGAL ESTATES SUBDIVISION	ROADS
2-1312-334-30-123-606-0- 000	PCT.3 BCAP III-REGAL SUBDIVISION	REVENUE

TOTAL BUDGET INCREASE (DECREASE)

REASON: Transfer is needed for completion of project.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

_____/_____/_____
DATE

AMOUNT
(23,859.50)
(23,859.50)
23,859.50
23,859.50
-

ATTEST, COUNTY CLERK

AI-35726 **3. E.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Flora Vasquez Submitted By: Olga Garza, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Workers' Comp:
Approval of 2012 interdepartmental transfer from Claims Servicing (Program 066) to Hidalgo County W/C (Program 060) in the total amount of $161,500.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-2202-419-50-115-06X-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:
Available funds as of 12/12/12.

Attachments

Interdept. Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 04:19 PM
Roland Garcia	Rolando Garcia	12/13/2012 10:00 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Olga Garza Started On: 12/12/2012 04:03 PM

Final Approval Date: 12/14/2012

DATE: December 28, 2012

DEPARTMENT HEAD: Sergio Cruz

2012
Transfer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Hidalgo County Workers' Comp

ACCOUNT NUMBER: 2-2202-419-50-115-06X-0-XXX

CONTACT PERSON: Olga Garza **PHONE:** (956) 292-7025 Ext. 5427

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			
2-2202-419-50-115-066-0- 350	CLAIMS SERVICING	OTHER SERVICES	(129,000.00)
2-2202-419-50-115-066-0- 524	CLAIMS SERVICING	GENERAL INSURANCE	(32,500.00)
TO			
2-2202-419-50-115-060-0- 141	HIDALGO CO W/C	LOST WAGES	73,000.00
2-2202-419-50-115-060-0- 331	HIDALGO CO W/C	PHYSICIAN SERVICES	88,500.00
	TOTAL BUDGET INCREASE (DECREASE)		**0.00**

REASON:

Interdepartmental transfer to cover negative balance and year end expenditures.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT **DATE** / / **ATTEST, COUNTY CLERK**

AI-35677 **4. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Noe Montez, Pct. 1 Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 TXDOT (1315):
Approval of 2012 interfund transfer from Pct. 1 Road Maintenance (fund 1200, program #005) to TXDOT-US 83 Illumination (fund 1315, program #031) in the amount of $1,496.00 to fund lighting services for expressway 83 in the Pct. 1 area.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1XXX-431-00-121-0XX-0-XXX

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

2-1200-431-00-121-005-0-748 --> 2-1315-431-00-121-031-0-841 $5,000.00 to fund lighting services for expressway 83 in the Pct. 1 area. Funds available as of 12-11-12

Attachments

Pct. 1 TXDOT US 83 illumination interfund transfer

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	12/13/2012 11:00 AM
Budget & Management	Obdett Calzada	12/13/2012 11:05 AM
Erika Zamora	Erika Zamora	12/14/2012 11:46 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Ivan Cantu Started On: 12/11/2012

Final Approval Date: 12/14/2012

DATE: December 18, 2012

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Department of Budget & Management for Pct. 1 TXDOT

2012
Interfund Transfer

ACCOUNT NUMBER: **2-1XXX-XX1-0X-121-XXX-0-XXX**

CONTACT PERSON: Ivan Cantu **PHONE:** (956) 292-7025 ext. 5425

SUBJECT: **Interfund & BA - Transfer/s (transfer in/out) (increase/decrease) in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following amendments (increases) to my departmental budget in accordance with Local Government Code, Chapter 111 Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER		ACCOUNT (OBJECT) NAME		AMOUNT
2-1200-431-00-121-005-0-	748	Pct. 1 Rd. Maint.-	Other Equipment	(1,496.00)
2-1200-491-01-121-315-0-	**891**	**Transfers Out-**	**TXDOT Projects**	**1,496.00**

2-1315-391-01-121-200-0-	**000**	**Transfers In-**	**R & B Pct. 1**	**1,496.00**
2-1315-431-00-121-031-0-	841	TXDOT-US 83 Illumination-	Aid to Govt Agency	1,496.00

TOTAL BUDGET INCREASE (DECREASE) **1,496.00**

REASON: Interfund transfer from Pct. 1 R & B (1200) to TXDOT-US 83 Illumination (1315) to fund expressway 83 lighting services in the Pct. 1 area.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT **DATE** / / **ATTEST COUNTY CLERK**

AI-35703 **5. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Irma Castillo, PLANNING DEPT.

Department: PLANNING DEPT.

Information

CAPTION

1. Certificate of Plat and Utility Status under Texas Local Government Code Section 232.028 (b)

BACKGROUND

Attachments

Pct 2 & 4 Cert Plat & Utility Status 12-18-12

Pct 3 Cert Plat & Utility Status 12-18-12

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 11:23 AM
Olga Garza	Olga Garza	12/14/2012 02:29 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Irma Castillo Started On: 12/12/2012 11:05 AM

Final Approval Date: 12/14/2012

	PLANNING DEPT. PCTS 2 & 4 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	Juan Cantu	4-11806
2.	Armando Adame	4-11838
	COMM. COURT: December 18, 2012	

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 4-1180C

09-11-12
X-25

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Name: Juan Cantu

Address: 2281 N. Skinner Rd. Edinburg, TX. 78539

Phone: 956) 648-2202

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		Existing Service
Date Approved:	/ /	12/6/12

Water Supplier: N/A

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Est. #3 Evergreen Valley lot 16 Phase 3,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

yes A plat has been prepared;

yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 03-16-07);

yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by _____);

no an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by 12/6/12 _____);

yes individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by 12/6/12 _____);

yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by _____);

_____ _____ _____

Planning Department Authorized Signature **Hidalgo County Judge** **Date**

ATTEST: _____ _____

Hidalgo County Clerk **Date**

Rev. 02-19-10

PLANNING DEPARTMENT

County of Hidalgo

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 4-11806

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Juan Cantu

Address: 22811 N. Skinner Rd.
Edinburg, Tx. 78539

Phone: (956) 648-2202

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Evergreen Valley Lot 16 Phase 3 - 22811 N. Skinner Rd. Edinburg, Tx. 78539

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
_____ Owner of lot in subdivision
✓ Resident of lot in a subdivision
_____ Entity that provides utility service

Requesting Party (Signature)

11/01/12
Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

_____ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
✓ Other (describe) ✓ PMT#

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

12/12/12
Date

County Official

Recorded On-2008-Mar-18 As-1870027

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

Date: February 17, 2008

Grantor: Evergreen Valley Inc., a Texas Corporation
Grantor's Mailing Address:
3714 S. Exp. 281
Edinburg, Texas 78539

1870027

Grantee: Juan Pablo Cantu and Veronica Vega
Grantee's Phone Number: (956) 648-2202
Grantee's Mailing Address (including county):
2921 Chelsea
Edinburg, Texas 78541
Hidalgo County, Texas

Consideration: Ten Dollars and other valuable consideration paid by Grantee to Grantor, the receipt of which is hereby acknowledged, and the further consideration of a note of even date that is in the principal amount of 68,950.00, and is executed by Grantee, payable to the order of Grantor (the "Purchase Note"). The Purchase Note is secured by a vendor's lien retained in this deed and by a deed of trust of even date to Nancy Scurlock, Trustee.

Property (including any improvements):

Lot(s) 16, Evergreen Valley Estates, Phase III, as shown by the map or plat thereof recorded in Volume 52, Pages 135-144, Map Records, Hidalgo County, Texas

Reservations from and Exceptions to Conveyance and Warranty:

1. A lien securing a promissory note (the "Prior Note"), dated October 13, 2006, payable to the order of First National Bank which is described in and secured by a Deed of Trust filed for record in the Office of the County Clerk of Hidalgo County, Texas under Clerk's Document Number 1703891. Grantor shall be obligated to obtain a release of the Property from all liens and security interests securing the Prior Note within 30 days of the date Grantee makes final payment on the Purchase Note;
2. A lien securing a promissory note (the "Prior Note"), dated October 13, 2006, payable to the order of Sundown Developments, Ltd., a Texas Limited Partnership which is described in and secured by a Deed of Trust filed for record in the Office of the County Clerk of Hidalgo County, Texas under Clerk's Document Number 1703892. Grantor shall be obligated to obtain a release of the Property from all liens and security interests securing the Prior Note within 30 days of the date Grantee makes final payment on the Purchase Note;
3. Visible and apparent easements on or across the subject property;
4. Rights of parties in possession;
5. Easements, rights-of-way, and prescriptive rights, whether of record or not;
6. All recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property;
7. Rights of adjoining owners in any walls and fences situated on a common boundary;
8. Any discrepancies, conflicts, or shortages in area or boundary lines;
9. Any encroachments or overlapping of improvements;
10. All rights, obligations, and other matters emanating from and existing by reason of the creation, establishment, maintenance, and operation of any Water Improvement District, Irrigation District, or other applicable governmental district, agency, or authority;
11. Taxes for the current year and subsequent years, and subsequent assessments for prior years due to change in land usage or ownership;

12 The prior reservation or conveyance of all oil, gas, and other minerals previously reserved or conveyed by any parties having the right to do so;

13. All Easements, restrictions, set back lines, drainage swale requirements, and other matters shown on the plat of Evergreen Valley Estates, Phase III, as shown on the plat thereof, recorded in Volume 52, Pages 135-144, Map records of Hidalgo County, Texas; and

14. Subdivision Restrictions filed for record in the Office of the County Clerk of Hidalgo County, Texas affecting the subject property.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, all oil, gas, and other minerals in, on, or under, or that may be produced from the Property, together with the right of ingress and egress at all times for the purpose of mining, drilling, exploring, operating, and developing said Property for oil, gas, and/or other minerals and removing the same there from. If the Property is subject to an existing Lease for oil and gas, or oil, gas and other minerals, Grantor is entitled to receive the royalties and other benefits that are associated with the Property and payable under the Lease.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, (to the fullest extent permitted by law) all water rights and rights to water (whether riparian, appropriative or otherwise) presently appended or annexed to said property.

Grantor, for the consideration and subject to the reservations from, and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to warranty, when the claim is by, through, or under Grantor, but not otherwise.

By the acceptance of this Deed, Grantee is taking the Property "as is", "where is" and "with all faults", and without any representations or warranties whatsoever, express or implied, written or oral, it being the intention of Grantor and Grantee to expressly negate and exclude all representations and warranties, including, but not limited to (i) the physical condition of the property or any element thereof, including, without limitation, warranties related to suitability for habitation, merchantability or fitness for a particular purpose; (ii) the nature or quality of construction, structural design and engineering of any improvements; (iii) the quality of the labor and materials included in any improvements; (iv) the soil conditions; drainage or other conditions existing at the property with respect to any particular purpose, developmental potential or otherwise; (v) all warranties created by any affirmation of fact or promise or by any description of the property; and (vi) all other warranties and representations whatsoever, except the warranty of title expressly set forth herein.

The vendor's lien against and superior title to the property are retained until the Purchase Note is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

Evergreen Valley Inc., a Texas Corporation

BY: _____
Herb Scurlock III, Secretary

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 17th day of February 2008, by Herb Scurlock III, Secretary of Evergreen Valley Inc., a Texas Corporation, on behalf of said Texas Corporation.

_____
Notary Public, State of Texas

AFTER RECORDING RETURN TO:
Evergreen Valley Inc.
3714 S. Exp. 281
Edinburg, Texas 78539

ROGELIO MONTERO
Notary Public, State of Texas
My Commission Expires
FEB. 21, 2011

Chapter 232 Texas LGC Application

APPLICATION NO:
4-11806
Sep. 11, 2012

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1304 S. 25th Ave EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

E8250-03-000-0016-00

[1] OWNER: CANTU, JUAN PABLO
VEGA, VERONICA
2825 N. SKINNER CHELSEA
EDINBURG TX, 78542
Telephone No. 648-2202

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
25- RESIDENTIAL NEW SINGLE DWELLING

[5] SIZE OF STRUCTURE: 3,800 Sq. Ft.

[6] USE OF BUILDING: RES.HOME.ZONE.X

[7] LEGAL DESC./NAME OF SUBDIVISION
EVERGREEN VALLEY EST #3 LOT 16
7/30/09NW/AG/F

LOCATION: 0 MILE 17 & SKINNER

[8] SEWAGE: INSTA

[9] CONSTRUCTION TYPE: OTHE

[10] EST. COST OF CONST.: $280,000

[11] SPECIAL FLOOD HAZARD AREA: ____YES ____NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS AS PER COUNTY
STATE CITY FEMA & SETBACKS.FRONT 50' S.SIDE 34.80'
REAR 75' NORTHSIDE 6' / 18" CNTR LINE OF ST.

Prepared by — Date 09/11/12

Approved by — Date 09/11/12

Signature of Owner or Applicant — Date 9/11/12

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [ ] Water [ ]

Flood Zone: NO
Panel No. /Suffix: 0325 D
Pct: 4

Community No.: 480334

Certification of Elevation
Required: ____ YES ____ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 (4)

Application No: 4-11839
Sept. 27, 2012

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

	Approved by Environmental Health:	Temporary Service	Final Service
		Authorized Signature	Authorized Signature
	Inspection/Permit No:		EKSig Lon
	Date Approved:	/ /	12/6/12

Name: Armando Adame

Address: 23656 M 802 Valverde Rd Edinburg TX. 78539

Phone: 956-432-9153

Fatima Lara #4

Water Supplier: N/A

Utility Provider: [ ]M.V.E.C. [ ] AEP

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Lantana Acres #47,

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

Yes A plat has been prepared;

Yes A plat has been reviewed and approved by the Commissioners Court; (Date approved 07/24/02); Munga Cook

Yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by _____);

NO an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; 12/6/12 Rubi extended 2 (verified by _____);

Yes individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; 12/6/12 Rubi extended (verified by _____);

Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by _____);

_____ Planning Department Authorized Signature

_____ Hidalgo County Judge

_____ Date

ATTEST: _____ Hidalgo County Clerk

_____ Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 4-11838

Sept. 27, 2012

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Armando Adame

Address: 23656 Valverde Rd
Edinburg TX 78539

Phone: (956) 460-1278

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

Lantana Acres #4 Lot 47

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
_____ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Armando Ledesma — Requesting Party (Signature)

12/06/12 — Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

✓ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
✓ Other (describe) PMT

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

12/12/12
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
4-11838
Sep. 27, 2012

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1304 S. 25th Ave EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

L2845-04-000-0047-00

[1] OWNER: ADAME, ARMANDO

P.O. BOX 596 WATER ST.
PHARR, TX. 78577
Telephone No. 460-1278

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
25- RESIDENTIAL NEW SINGLE DWELLING
[5] SIZE OF STRUCTURE: 2,757 Sq. Ft.

[6] USE OF BUILDING: RES.ZONE-X

[7] LEGAL DESC./NAME OF SUBDIVISION
LANTANA ACRES #4 LOT 47
6/18/12NA/E AG. USE

LOCATION: 0 2812 & VALVERDE

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: BLOC

[10] EST. COST OF CONST.: $170,000

[11] SPECIAL FLOOD HAZARD AREA: ____YES
✓ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS & SETBACKS
FRONT 25' SIDE'S 7' REAR 35' FINISH FLOOR OF ELEV.
18" FROM STREET

David Cavallo — Prepared by — 9/27/12 Date

Eric Diaz — Approved by — 9/27/12 Date

Fatima Lara — Signature of Owner or Applicant — 9/27/12 Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0325 C
Pct: 4
Community No.: 480334

Certification of Elevation
Required: ____ YES ✓ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

14.0

1360232

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

Date: July 15, 2004

Grantor: Dos Cruces Properties, Ltd., a Texas Limited Partnership
Grantor's Mailing Address:
P.O. Box 959
Edinburg, Texas 78539-0959

Grantee: ARMANDO ADAME

Grantee's Phone Number: (956) 460-1278
Grantee's Mailing Address (including county):
P.O. BOX 596 WATER ST.
Pharr, Texas 78577
Hidalgo County, Texas

"Notice of confidentiality rights: If you are a natural person, you may remove or strike any of the following information from this instrument before it is filed for record in the public records: your Social Security Number or your Driver's License Number."

Consideration: Ten Dollars and other valuable consideration paid by Grantee to Grantor, the receipt of which is hereby acknowledged, and the further consideration of a note of even date that is in the principal amount of Twenty-Two Thousand Dollars and No Cents ($22,000.00), and is executed by Grantee, payable to the order of Grantor (the "Purchase Note"). The Purchase Note is secured by a vendor's lien retained in this deed and by a deed of trust of even date to Carroll Whiteford, Trustee.

Property (including any improvements):

Lot(s) 47, Lantana Acres Subdivision No. 4, as shown by the map or plat thereof recorded in Volume 40, Pages 92, 93 & 94, Map Records, Hidalgo County, Texas

Reservations from and Exceptions to Conveyance and Warranty:

1. A lien securing a promissory note (the "Prior Note"), dated April 4, 2002, payable to the order of Texas State Bank which is described in and secured by a Deed of Trust filed for record in the Office of the County Clerk of Hidalgo County, Texas under Clerk's Document Number 1069145. Grantor shall be obligated to obtain a release of the Property from all liens and security interests securing the Prior Note within 30 days of the date Grantee makes final payment on the Purchase Note;
2. Visible and apparent easements on or across the subject property;
3. Rights of parties in possession;
4. Easements, rights-of-way, and prescriptive rights, whether of record or not;
5. All recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severances, and other instruments, other than liens and conveyances, that affect the property;
6. Rights of adjoining owners in any walls and fences situated on a common boundary;
7. Any discrepancies, conflicts, or shortages an area or boundary lines;
8. Any encroachments or overlapping of improvements;

9. All rights, obligations, and other matters emanating from and existing by reason of the creation establishment, maintenance, and operation of any Water Improvement District, Irrigation District or other applicable governmental district, agency, or authority;
10. Taxes for the current year and subsequent years, and subsequent assessments for prior years due to change in land usage or ownership;
11. The prior reservation or conveyance of all oil, gas, and other minerals previously reserved or conveyed by any parties having the right to do so;
12. All Easement, restrictions, set back lines, drainage swale requirements, and other matters shown on the plat of Lantana Acres Subdivision No. 4, as shown on the plat thereof, recorded in Volume 40 Pages 92, 93, & 94, Map records of Hidalgo County, Texas; and
13. Subdivision Restrictions filed for record in the Office of the County Clerk of Hidalgo County, Texas affecting the subject property.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, all oil, gas, and other minerals in, on, or under, or that may be produced from the Property, together with the right of ingress and egress at all times for the purpose of mining, drilling, exploring, operating, and developing said Property for oil, gas, and/or other minerals and removing the same therefrom.

SAVE AND EXCEPT, and there is hereby reserved unto Grantor, Grantor's successors and assigns, (to the fullest extent permitted by law) all water rights and rights to water (whether riparian, appropriative or otherwise) presently appended or annexed to said property.

Grantor, for the consideration and subject to the reservations from, and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to warranty, when the claim is by, through, or under Grantor, but not otherwise.

By the acceptance of this Deed, Grantee is taking the Property "as is", "where is" and "with all faults", and without any representations or warranties whatsoever, express or implied, written or oral, it being the intention of Grantor and Grantee to expressly negate and exclude all representations and warranties, including, but not limited to (i) the physical condition of the property or any element thereof, including, without limitation, warranties related to suitability for habitation, merchantability or fitness for a particular purpose; (ii) the nature or quality of construction, structural design and engineering of any improvements; (iii) the quality of the labor and materials included in any improvements; (iv) the soil conditions; drainage or other conditions existing at the property with respect to any particular purpose, developmental potential or otherwise; (v) all warranties created by any affirmation of fact or promise or by any description of the property; and (vi) all other warranties and representations whatsoever, except the warranty of title expressly set forth herein.

The vendor's lien against and superior title to the property are retained until the Purchase Note is fully paid according to its terms, at which time this deed shall become absolute.

When the context requires, singular nouns and pronouns include the plural.

Dos Cruces Properties, Ltd., a Texas Limited Partnership

BY: _____
Richard W. Ruppert, President, Dos Grandes No. 1, L.L.C.
Its General Partner

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 20 day of July, 2004 by Richard W. Ruppert, President, Dos Grandes No. 1 L.L.C., General Partner of Dos Cruces Properties, Ltd., a Texas Limited Partnership of behalf of said Texas Limited Partnership.

_____
Notary Public, State of Texas

AFTER RECORDING RETURN TO:

Dos Cruces Properties, Ltd.
P.O. Box 959
Edinburg, Texas 78539-0959

Software by ReMerge-It, LLC
(956) 630-9401

CATHARINE ANN RUPPERT
Notary Public, State of Texas
My Commission Expires
06-19-2006

Filed for Record in:
Hidalgo County
by J. D. Salinas, III
County Clerk

On: Jul 21,2004 at 10:05A

As a Recording

Document Number: 1360232
Total Fees : 18.00

Receipt Number - 602282
By,
Maribel Cadena, Deputy

	PLANNING DEPT. PCT 3 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	GUADALUPE HERNANDEZ	3-13127
2.		
3.		
4.		
5.		
6.		
7.		
	COMM. COURT: DECEMBER 18, 2012	

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 3 4

Application No: 3-13-12
12/7/12

HIDALGO COUNTY
CERTIFICATE OF PLAT AND UTILITY STATUS
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

WE THE UNDERSIGNED CERTIFY AS FOLLOWS:

Upon the application of:

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		
Date Approved:	/ /	12/7/12

Name: Guadalupe Hernandez

Address: 1514 Berlin Ln
Mission TX
78573

Phone: 583-8829

Water Supplier: Shary land (SC)

Utility Provider: [ ] M.V.E.C. [V] AEP

Account/ESI No.: 100327891 (SC)

[ ] Temporary Pole [V] Permanent Service

regarding the land described as: International Village Lot 25, 269198-001

on _____, 20____, the Hidalgo County Commissioners Court, at a meeting duly called and noticed in accordance with the Texas Open Meetings Act, made the following determinations regarding plat and utility status of the land herein described pursuant to Texas Local Government Code Section 232,028(b):

Fill in "yes" or "no" in each blank

YES A plat has been prepared;

YES A plat has been reviewed and approved by the Commissioners Court; (Date approved 9-21-95);

YES water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable; (verified by Sandra Cantu);

NO an organized sewage collection and treatment system is to be used, and under sewer service facilities have been constructed or installed to service the subdivision under Section 232.023 and are fully operable; (verified by Sandra Cantu);

YES individual septic systems are to be used, and lots in the subdivision can be adequately and legally served by septic systems under Section 232.023; (verified by Sandra Cantu);

YES electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by _____);

Sandra Cantu 12/7/12
Planning Department Authorized Signature

_____
Hidalgo County Judge

_____
Date

ATTEST: _____
Hidalgo County Clerk

_____
Date

PLANNING DEPARTMENT
County of Hidalgo

Rev. 02-19-10

Main Office
1304 South 25th Street
Edinburg, Texas 78542
956-318-2840
956-318-2844

Precinct No.1 Substation
1902 Joe Stephens Ave.
Weslaco, TX 78596
956-968-4734
956-973-7850

Precinct No.3 Substation
2401 N. Moorefield Rd.
Mission, TX 78572
956-205-7045
956-205-7049

Raul E. Sesin, P.E., CFM
Planning Administrator

Precinct 1 2 (3) 4

Application No: 3-13127
12/7/12

REQUEST FOR HIDALGO COUNTY CERTIFICATE OF PLAT AND UTILITY STATUS UNDER TEXAS LOCAL GOVT. CODE SECTION 232.028(b)

In my status and for the land indicated below, which is located outside of any municipality, I request that the Hidalgo County Commissioners Court make the determinations regarding plat and utility status described in Texas Local Government Code § 232.028(b) and issue a certificate of such determinations:

PARTY MAKING REQUEST:

Name: Guadalupe Hernandez

Address: 1510 Dalia
Mission TX 78573

Phone: (956) 583 8829

IDENTIFICATION OF LAND (e.g., lot and block number of recorded subdivision, designation on plat, address, description in deed, etc.):

International Village Lot 25

STATUS OF PERSON OR ENTITY MAKING REQUEST:

_____ Subdivider
__✓__ Owner of lot in subdivision
_____ Resident of lot in a subdivision
_____ Entity that provides utility service

Guadalupe Hernandez — Requesting Party (Signature)
12-7-12 — Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

__✓__ Deed
_____ Executory Contract
_____ Lease
_____ Rent Receipt
_____ Affidavit
__✓__ Other (describe) Copy of permit

This part to be filled out by receiving county official:

Location of land verified and completed request accepted by Hidalgo County for processing on:

12/7/12
Date

Sandra Cantu
County Official

1211806

ASSUMPTION WARRANTY DEED

Date: June 18, 2003

Grantor: Jose G. Lopez and Juana Maria Lopez

Grantor's Mailing Address (including county):

Rt. 27, Box 2375
Mission, Texas 78574
Hidalgo County, Texas

Grantee: Guadalupe Hernandez and Ernestina Hernandez
Grantee's Mailing Address (including county):

P.O. Box 1826
Mission, Texas 78572
Hidalgo County, Texas

Consideration: Cash and other good and valuable consideration paid from Grantee's separate property and Grantee's assumption of the unpaid principal and earned interest on the note in the original principal sum of Twelve Thousand Two Hundred Dollars and No Cents ($12,200.00) dated May 21,1998, executed by Felix Martinez and payable to the order of Top Fruit, Inc.. The note is secured by a Vendor's Lien and additionally secured by a Deed of Trust dated May 21, 1998, and filed for record in the Office of the County Clerk of Hidalgo County, Texas, under Clerk's File Number 725773. Grantee agrees to indemnify and hold Grantor harmless from payment of the note and from performance of Grantor's obligations specified in the instruments securing payment of the note. Grantor assigns to Grantee both the casualty insurance policy on the property and all funds on deposit for payment of taxes and insurance premiums.

Property (including any improvements):

Lot 25, International Village Subdivision, Hidalgo County, Texas, as shown by the map or plat thereof recorded in Volume 31, Page 110, Map Records, Hidalgo County, Texas, reference to which is here made for all purposes.

Reservations from and Exceptions to Conveyance and Warranty:

1. Visible and apparent easements on or across the subject property;
2. Rights of parties in possession;
3. Easements, rights-of-way, and prescriptive rights, whether of record or not:

ACCEPTED:

Guadalupe Hernandez

Ernestina Hernandez

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 18th day of June, 2003, by Jose G. Lopez.

RICHARD SHULL
Notary Public, State of Texas
My Commission Expires
February 13, 2007

Notary Public, State of Texas

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 18th day of June, 2003, by Juana Maria Lopez.

RICHARD SHULL
Notary Public, State of Texas
My Commission Expires
February 13, 2007

Notary Public, State of Texas

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 18th day of June, 2003, by Guadalupe Hernandez.

RICHARD SHULL
Notary Public, State of Texas
My Commission Expires
February 13, 2007

Notary Public, State of Texas

Chapter 232 Texas LGC Application

APPLICATION NO:
3-13127
Dec. 7, 2012

COUNTY OF HIDALGO
PLANNING DEPARTMENT
PO DRAWER B EDINBURG TX 78539
TEL 318-2840 FAX 318-2844

I6048-00-000-0025-00

[1] OWNER: HERNANDEZ, GUADALUPE & ERNES
1510 BERLIN

MISSION TX 78573
Telephone No. 583-8829

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: SHAR

[4] PURPOSE OF APPLICATION: MOBILE HOMES
44-MOBILE HOMES/ RV

[5] SIZE OF STRUCTURE: 360 Sq. Ft.

[6] USE OF BUILDING: RES MH & STORAGE ZONE X

[7] LEGAL DESC./NAME OF SUBDIVISION
INTERNATIONAL VILLAGE LOT 25
X-44

LOCATION: 0 LOS EBANOS RD & 6 1/2ML

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: META

[10] EST. COST OF CONST.: $2,500

[11] SPECIAL FLOOD HAZARD AREA: ____YES ✓ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS AND SETBACKS.
FRONT 25' SIDES 10' REAR 15'
18 INCHES ABOVE TOP OF CURB.

Landa Carter — Prepared by — 12/7/12 — Date

H-Garza — Approved by — 12/3/12 — Date

Guadalupe Hernandez — Signature of Owner or Applicant — 12-7-12 — Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO 0290C
Panel No. /Suffix: ____ Pct: 3
Community No.: 480334

Certification of Elevation
Required: ____ YES ✓ NO ____ BFE

A. Setbacks front, side & rear shall be in any deed restrictions.
B. No more than one single family residence per lot.
C. Applicant shall comply with all of the plat and/or deed restrictions and requirements affecting the lot.
D. Permit fee shall be doubled for construction commencing or structures moved in prior to obtaining a permit.
E. Applicant/owner states that no structures exist on this tract of land. If found in violation, permit may be revoked.

[NOTICE]

SEPARATE PERMITS ARE REQUIRED FOR SEPTIC TANKS. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS. OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF ONE YEAR AT ANYTIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND REGULATIONS GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

AI-35706 **6. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted By: Monica Badillo, EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

Approval of 457 plan hardship withdrawal requests for employees #122335 & 114723

BACKGROUND

Attachments

form

form

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 01:40 PM
Erika Zamora	Merlen P. Munoz	12/12/2012 01:46 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Monica Badillo Started On: 12/12/2012 11:58 AM

Final Approval Date: 12/14/2012

SIMPKINS & ASSOCIATES
HARDSHIP REQUEST NOTIFICATION

Please print or type.
Plan Name 457 Plans Employer #12235

Participa[redacted]

Address[redacted]

Social S[redacted]

SECTIO[redacted]

I understa[redacted]
the withdr[redacted]
distributio[redacted]
me under[redacted]any. I understa[redacted]
taxable as[redacted] In addition, a 10% penalty tax w[redacted]
unless I am at least [redacted]thdrawn to pay certain deductible medical
expenses as provided by law.

IRS rules require that you stop making contributions to the 401(k) Plan for at least 6 months upon taking this hardship withdrawal.

The IRS only allows the following reasons for taking a hardship withdrawal. Check the one that applies to you.

(✓) Medical expenses incurred by me, my spouse, or any of my dependents (or any expense necessary to obtain medical care).
( ) Purchase (excluding mortgage payments) of my principal residence.
( ) Payment of tuition, related educational fees, and room and board expenses for the next 12 months of post-secondary education for me, my spouse, my children, or my dependents.
( ) The need to prevent eviction from or mortgage foreclosure on my primary residence.
( ) Funeral or burial expenses for my parent, spouse, child or dependent.
( ) Repair of casualty damage to my primary residence that would be deductible under IRC Section 165.

Hardship Requested $ 1500.00 Year-to-date deferrals _____

Total amount deferred since you initially joined the plan $_____

Have you ever taken a hardship before? ____ If so what was the amount taken $_____

I hereby request a hardship withdrawal from my account. I meet and agree to the requirements above and understand the tax implications of this withdrawal. If I am directing my investment accounts, make the withdrawal based on my current investment direction election. I understand that there may be a fee charged to my account by Simpkins & Associates for processing this request.

PARTICIPANT SIGNATURE X _____ Date _____

SECTION II – Authorized Plan Representative

As the Authorized Plan Representative, I authorize you to perform the ministerial acts relating to the hardship distribution. This request is in compliance with our Plan document.

AUTHORIZED PLAN REPRESENTATIVE X _____ Date _____

SECTION III – Distribution Procedure

- Determine if distribution request complies with all provisions of your plan documents and policies.
- S&A will help facilitate the check as requested above.

Fax request to:
Simpkins & Associates
(972) 960-7133

SIMPKINS & ASSOCIATES
HARDSHIP REQUEST NOTIFICATION

Please print or type.
Plan Name 457 Plan Employer # 114723

Particip[redacted]

Addres[redacted]

Social S[redacted]

SECTI[redacted]
I underst[redacted]
the with[redacted]
distribut[redacted]
me unde[redacted]
taxable [redacted]
unless [redacted]
expense[redacted]

IRS rules require that you stop making contributions to the 401(k) Plan for at least 6 months upon taking this hardship withdrawal.

The IRS only allows the following reasons for taking a hardship withdrawal. Check the one that applies to you.

( ) Medical expenses incurred by me, my spouse, or any of my dependents (or any expense necessary to obtain medical care).
( ) Purchase (excluding mortgage payments) of my principal residence.
(X) Payment of tuition, related educational fees, and room and board expenses for the next 12 months of post-secondary education for me, my spouse, my children, or my dependents.
( ) The need to prevent eviction from or mortgage foreclosure on my primary residence.
( ) Funeral or burial expenses for my parent, spouse, child or dependent.
( ) Repair of casualty damage to my primary residence that would be deductible under IRC Section 165.

Hardship Requested $ 9,000 Year-to-date deferrals _____

Total amount deferred since you initially joined the plan $ _____

Have you ever taken a hardship before? No If so what was the amount taken $ —

I hereby request a hardship withdrawal from my account. I meet and agree to the requirements above and understand the tax implications of this withdrawal. If I am directing my investment accounts, make the withdrawal based on my current investment direction election. I understand that there may be a fee charged to my account by Simpkins & Associates for processing this request.

PARTICIPANT SIGNATURE X _____ Date 12/12/2012

SECTION II – Authorized Plan Representative

As the Authorized Plan Representative, I authorize you to perform the ministerial acts relating to the hardship distribution. This request is in compliance with our Plan document.

AUTHORIZED PLAN REPRESENTATIVE X _____ Date 12/12/12

SECTION III – Distribution Procedure

- Determine if distribution request complies with all provisions of your plan documents and policies.
- S&A will help facilitate the check as requested above.

Fax request to:
Simpkins & Associates
(972) 980-7133

AI-35775 **7. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Damaris SanMiguel Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Salary Sweep (1100):
Approval to sweep lapsed salaries and allowances from various departments to the Countywide Administration-Contingency account.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: G/F

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Please refer to attached salary sweep analysis. Funds available as of 12-14-12

Attachments

transfer

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	12/14/2012 08:55 AM
Budget & Management	Obdett Calzada	12/14/2012 09:20 AM
Auditor's Office	Rosie Cantu	12/14/2012 04:08 PM
Form Started By: Ivan Cantu		Started On: 12/13/2012 04:53 PM

Final Approval Date: 12/14/2012

COUNTYWIDE
Salaries & Allowances Sweep
As of Friday, December 14, 2012

Account Name	Account No.	Obj. Code	Obj. Code Description	2012 Total Budgeted Salary	Annual Pay Periods	Payroll Amount per Pay Period (Based on Approved Budgeted)	Payroll Amount per Pay Period (Based on Actual Expend.)	PP Remain.	Remaining Estimated Salaries per Year (Based on Approved Budgeted)	Remaining Estimated Salaries per Year (Based on Actual Expend.)	Available Balance as of 12-14-12	Total Sweep (Based on Actual Exp.)
CO JUDGE	2-1100-413-00-110-006-0-	114	REGULAR P/T EMPLOYEES	$35,000.00	26	$1,346.15	$0.00	2.1	$2,826.92	$0.00	$28,520.99	($28,520.99)
CO CLERK	2-1100-415-40-180-001-0-	114	REGULAR P/T EMPLOYEES	$65,392.00	26	$2,515.08	$1,888.96	2.1	$5,281.66	$3,966.82	$20,141.58	($16,174.76)
PCT 2 CRC	2-1100-466-00-122-018-0-	114	REGULAR P/T EMPLOYEES	$0.00	26	$0.00	$0.00	2.1	$0.00	$0.00	$6,147.30	($6,147.30)
SHERIFF (Reg Employees)	2-1100-421-00-280-001-0-	117	SUPPLEMENTAL PAY	$379,800.00	26	$14,607.69	$14,330.58	2.1	$30,676.15	$30,094.22	$46,181.20	($15,948.52)
SHERIFF (Elected Officials)				$3,600.00	24	$150.00	$138.46	1.0	$150.00	$138.46		
CONST. PCT 1 (Reg Employees)	2-1100-421-00-291-001-0-	117	SUPPLEMENTAL PAY	$15,600.00	26	$600.00	$553.84	2.1	$1,260.00	$1,163.06	$4,835.31	($3,622.25)
CONST. PCT 1 (Elected Officials)				$1,200.00	24	$50.00	$50.00	1.0	$50.00	$50.00		
CONST. PCT 3 (Reg Employees)	2-1100-421-00-293-001-0-	117	SUPPLEMENTAL PAY	$21,900.00	26	$842.31	$796.14	2.1	$1,768.85	$1,671.89	$5,185.12	($3,325.73)
CONST. PCT 3 (Elected Officials)				$4,500.00	24	$187.50	$187.50	1.0	$187.50	$187.50		
TX AGRILIFE EXT SERVICES	2-1100-461-00-380-001-0-	117	SUPPLEMENTAL PAY	$107,881.00	26	$4,149.27	$3,361.77	2.1	$8,713.47	$7,059.72	$15,659.74	($8,600.02)
JP PCT 4/PL 2 (Elected Officials)	2-1100-412-00-068-001-0-	118	AUTO ALLOWANCE	$16,000.00	24	$666.67	$333.33	1.0	$666.67	$333.33	$8,333.41	($8,000.08)
CRIM DA (Reg Employees)	2-1100-412-00-080-002-0	118	AUTO ALLOWANCE	$58,500.00	26	$2,250.00	$1,972.45	2.1	$4,725.00	$4,142.15	$5,510.87	($1,035.40)
CRIM DA (Elected Officials)				$8,000.00	24	$333.33	$333.33	1.0	$333.33	$333.33		
INFO TECH DEPT	2-1100-415-00-200-001-0-	118	AUTO ALLOWANCE	$10,800.00	26	$415.38	$415.39	2.1	$872.31	$872.32	$2,630.66	($1,758.34)
TAX OFFICE (Reg Employees)	2-1100-415-15-140-001-0-	118	AUTO ALLOWANCE	$37,265.00	26	$1,433.27	$1,433.27	2.1	$3,009.87	$3,009.87	$4,689.02	($1,345.82)
TAX OFFICE (Elected Officials)				$8,000.00	24	$333.33	$333.33	1.0	$333.33	$333.33		
HEALTH ADM	2-1100-441-00-340-001-0-	118	AUTO ALLOWANCE	$35,000.00	26	$1,346.15	$1,346.17	2.1	$2,826.92	$2,826.96	$5,166.91	($2,339.95)
TX AGRILIFE EXT SERVICES	2-1100-461-00-380-001-0-	118	AUTO ALLOWANCE	$15,422.00	26	$593.15	$593.16	2.1	$1,245.62	$1,245.64	$3,753.51	($2,507.87)
CCL#1	2-1100-412-00-021-001-0-	121	TEMP F/T EMPLOYEES	$0.00	26	$0.00	$0.00	2.1	$0.00	$0.00	$389.93	($389.93)
ELECTIONS DEPT	2-1100-414-00-130-001-0-	121	TEMP F/T EMPLOYEES	$123,452.00	26	$4,748.15	$3,391.53	2.1	$9,971.12	$7,122.21	$18,075.16	($10,952.95)
INFO TECH DEPT	2-1100-415-00-200-001-0-	121	TEMP F/T EMPLOYEES	$37,440.00	26	$1,440.00	$1,136.25	2.1	$3,024.00	$2,386.13	$14,241.89	($11,855.77)
PCT2 PARKS	2-1100-452-00-122-008-0-	122	TEMP P/T EMPLOYEES	$0.00	26	$0.00	$0.00	2.1	$0.00	$0.00	$9,420.06	($9,420.06)
				$984,752.00		**$38,007.45**	**$32,595.46**	**-**	**$77,922.73**	**$66,936.92**	**$198,882.66**	**($131,945.74)**
CO. WIDE ADM.	**2-1100-415-00-115-002-0**	**899**	**CONTINGENCY**									**$131,945.74**
										TOTAL		**$0.00**

To sweep lapsed salaries and allowances from various departments to the Countywide Adm.-Contingency account.

AI-35746 **7. B.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Sergio Cruz, BUDGET & MANAGEMENT

Submitted By: Erika Zamora, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Approval of the Monthly Budget Status Reports for the months of August, September, and October 2012.

BACKGROUND

Fiscal Impact

FISCAL YEAR: ACCT. #:

FUNDS AVAILABLE Y/N?: MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

No fiscal impact to Co.

Attachments

August Report

September Report

October Report

Form Review

Inbox	Reviewed By	Date
Erika Zamora (Originator)	Erika Zamora	12/14/2012 04:08 PM
Budget & Management	Obdett Calzada	12/14/2012 04:36 PM
Ivan Cantu	Ivan Cantu	12/14/2012 04:45 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Erika Zamora Started On: 12/13/2012 10:50 AM

Final Approval Date: 12/14/2012



MONTHLY BUDGET REPORTS

October 16, 2012

Department of Budget & Management

"Commitment to Excellence"

Table of Contents

DEPARTMENT OF BUDGET & MANAGEMENT

MONTHLY BUDGET REPORT

GENERAL FUND

General Fund – Summary of Revenues & Expenditures……1-3

General Fund – Tax Collection Report……4-5

General Fund – JP Revenue Collection Reports……6-8

Contingency Account – Detail ……9-15

General Fund Expenditure Analysis……16-22

Unemployment Reports ……23-27

General Fund – Deletion & Creation of Positions by Department……28-30

General Fund – Vacancy Report ……31-34

ROAD & BRIDGE REPORTS

Road & Bridge Fund Balance ……35-36

Road & Bridge Deletion & Creation of Positions by Department ……37-39

Road & Bridge Vacancy Report ……40-41

General Fund – Summary of Revenues & Expenditures

These reports illustrate a summary and detail of original and adjusted budgets in comparison to actual expenditures as of August 31, 2012.

Hidalgo County

Department Of Budget & Management

2012 ADJUSTED BUDGET

As of August 31, 2012

Revenues

Date	2012 Estimated Revenues	$ 158,239,101.00
01/17/12	Sheriff's Office gasoline reimbursement from the Tax Office Spec. Veh. Inventory Acct.	16,000.00
	Adjusted Revenues as of August 31, 2012:	**$ 158,255,101.00**

Expenditures

Date	2012 Adopted Budget	$ 166,749,693.00
12/29/2011	Drug Court appropriation from reserve account to fund creation of Adult Supervision Officer position.	56,438.24
12/29/2011	County Clerk Record Archive appropriation from reserve account to fund extension of temporary Asst. Deputy Co. Clerk position.	11,090.00
1/1/2012	Prior Approved Carryovers (Various Grant Funds)	880,725.86
1/17/2012	Sheriff's Office gasoline reimbursment from Tax Office Spec. Vehicle Inventory Acct.	16,000.00
2/7/2012	County Clerk Record Archive appropriation from reserve account to fund restoration and preservation svcs for historical record books.	1,170,921.60
3/27/2012	Interfund transfer from G/F Transfers Out to Health Grants to fund 10% cash match required for the Public Health Emergency Preparedness grant	17,267.00
4/10/2012	Appropriation of Designated F/B for Jail repairs in relation to Landmark case	42,000.00
7/10/2012	Appropriation of Designated F/B for Jail repairs in relation to Landmark case	3,827,336.23
8/21/2012	Appropriation from Economic Development reserve account to fund the Child Advocacy Center d/b/a Estrella's House funding request	50,000.00
	Adjusted Budget as of August 31, 2012:	**$ 172,821,471.93**

Hidalgo County

Department of Budget & Management

Summary of General Fund Revenues & Expenditures

Total by Function

As of August 31, 2012

Revenues

Function	Function Name	Original Budget	Adjusted Budget	Actual Revenues
311	General Property Taxes	134,648,144	134,648,144	132,215,139
319	Penalties & Interest on Delinq Taxes	4,359,258	4,359,258	3,708,971
321	Business Licenses & Permits	50,000	50,000	120,403
331	Federal Government Grants	360,000	360,000	18,448
334	State Government Grants	845,000	845,000	807,670
335	State Government Shared Revenues	4,193,000	4,193,000	4,377,140
341	General Government	10,143,699	10,143,699	6,667,201
342	Public Safety	1,556,000	1,556,000	1,117,993
345	Health	255,000	255,000	240,760
347	Culture-Recreation	15,000	15,000	30,074
351	Fines	285,000	285,000	269,182
360	Miscellaneous	863,500	863,500	673,694
361	Investment Earnings	520,500	520,500	78,901
362	Rents & Royalties	145,000	145,000	3,667
363	Escheats	-	-	163,324
391	Interfund Transfer In	-	16,000	16,000
392	Proceeds of Capital Asset Dispositions	-	-	37,256
Total:		**$ 158,239,101**	**$ 158,255,101**	**$ 150,545,822**

Expenditures

Function	Function Name	Original Budget	Adjusted Budget	Actual Expenditures
412	Judicial	30,273,995	30,912,426	18,122,350
413	Executive	2,781,854	2,567,779	1,562,370
414	Elections	2,198,353	2,279,181	1,421,756
415	Financial Administration	25,014,902	24,577,756	15,028,603
419	Other	8,973,416	9,164,610	6,427,156
421	Police	26,184,646	26,354,188	15,652,602
422	Fire	1,950,703	1,949,539	704,742
423	Corrections	32,372,964	36,512,411	20,132,589
429	Other Protection	456,355	465,616	258,580
432	Sanitation	4,763,924	5,439,632	3,275,908
441	Health	6,321,127	6,272,876	3,623,141
444	Welfare	10,883,947	10,910,315	5,280,566
451	Recreation	406,887	507,887	354,073
452	Parks	3,219,827	3,066,793	1,496,737
455	Libraries	237,140	237,140	237,140
461	Conservation	965,056	915,543	533,101
463	Urban Redevelopment & Housing	-	12,500	2,492
466	Economic Opportunity	431,833	437,182	248,522
491	Interfund Transfers Out	9,312,764	10,238,097	4,198,993
Total:		**$ 166,749,693**	**$ 172,821,472**	**$ 98,561,423**

General Fund Tax Collection Report

This report illustrates actual monthly tax collections.

HIDALGO COUNTY

Tax Collection Analysis - Co Wide

Fiscal Year to Date - August 30, 2012

	2012 Tax Roll Receivable	2011 Tax Roll Receivable	2010 & Prior Taxes Receivable	Totals
Levy Amount:				
As of October 1, 2012	$ -			$ -
As of October 1, 2011		$ 158,157,251.97		158,157,251.97
As of January 1, 2012			$ 29,594,151.06	29,594,151.06
Totals				187,751,403.03
Year-to-Date Modifications	- *	(233,114.63) *	(254,100.83) **	(487,215.46)
Adjusted Levy to Date	-	157,924,137.34	29,340,050.23	187,264,187.57
Less Collections:				
October '11	-	645,811.27	-	645,811.27
November	-	10,212,460.94	-	10,212,460.94
December	-	50,057,718.60	-	50,057,718.60
January '12	-	62,846,691.19	885,803.60	63,732,494.79
February	-	11,540,449.14	1,262,055.84	12,802,504.98
March	-	5,505,595.78	1,154,006.49	6,659,602.27
April	-	2,175,246.54	731,908.03	2,907,154.57
May	-	1,827,809.69	607,681.28	2,435,490.97
June	-	2,247,727.29	771,081.62	3,018,808.91
July	-	942,951.90	412,258.85	1,355,210.75
August	-	841,997.22	546,013.66	1,388,010.88
September	-	-	-	-
October	-	-	-	-
November	-	-	-	-
December	-	-	-	-
Total Collections	-	148,844,459.56	6,370,809.37	155,215,268.93
Total Taxes Receivable	-	9,079,677.78	22,969,240.86	32,048,918.64
Tax Roll as of 08/30/12	$ -	$ 9,079,677.78	$ 22,969,240.86	$ 32,048,918.64
	0.00	0.00	0.00	0.00
Taxes Receivable	0.00%	5.75%	78.29%	17.11%
Taxes Collected * **	**0.00%**	**94.25%**	**21.71%**	**82.89%**
'10 Roll Coll. as of 8/30/11	0.00%	93.22%	22.21%	82.26%
'09 Roll Coll. as of 8/30/10	0.00%	92.39%	24.11%	82.14%
'08 Roll Coll. as of 8/30/09	0.00%	91.75%	22.18%	82.06%
'07 Roll Coll. as of 8/30/08	0.00%	92.20%	22.89%	82.14%
'06 Roll Coll. as of 8/30/07	0.00%	92.16%	25.31%	81.21%
'05 Roll Coll. as of 8/30/06	0.00%	91.23%	23.79%	79.53%
'04 Roll Coll. as of 8/30/05	0.00%	90.94%	22.76%	79.14%
'03 Roll Coll. as of 8/30/04	0.00%	90.94%	23.23%	78.51%
'02 Roll Coll. as of 8/30/03	0.00%	90.35%	22.97%	78.01%
'01 Roll Coll. as of 8/30/02	0.00%	89.52%	21.81%	76.00%
'00 Roll Coll. as of 8/30/01	0.00%	88.84%	19.09%	75.00%

* Modifications are made from adjustments submitted by the appraisal district.

** Aside from regular modifications, delinquent adjustments include the addition of rollback taxes to the tax roll.

*** Collections and Receivable percentages are in relation to Adjusted Tax Levy, not Original Levy.

General Fund
JP Revenue Collection Reports

These reports illustrate a history of JP revenue collections along with current YTD collections totaled by Justice of the Peace.

Hidalgo County

Department of Budget & Management

ANNUAL JP COLLECTION REPORT

4 Year History

JP Name	Pct/Place	2009	2010	2011	2012 YTD
Gilbert Saenz	Pct 1 Place 1	583,793.02	655,148.55	697,423.66	351,944.43
Jesus Morales	Pct 1 Place 2	340,044.98	398,074.10	407,771.94	194,000.30
Bobby Contreras	Pct 2 Place 1	879,475.23	804,561.92	973,484.81	169,398.41
Rosa Treviño	Pct 2 Place 2	944,330.16	811,219.41	931,526.96	339,678.04
Luis J. Garza	Pct 3 Place 1	935,155.41	874,947.95	796,265.57	290,911.77
Ismael Ochoa	Pct 3 Place 2	923,758.65	823,697.95	956,621.55	237,348.86
Charlie Espinoza	Pct 4 Place 1	1,597,415.46	1,615,613.55	1,534,472.36	589,816.89
Homer Jasso	Pct 4 Place 2	915,680.45	726,744.42	185,775.75	35,703.55
Speedy Jackson	Pct 5 Place 1	219,950.31	185,693.20	237,895.94	112,188.54
	Total:	**$ 7,339,603.67**	**$ 6,895,701.05**	**$ 6,721,238.54**	**$ 2,320,990.79**

Hidalgo County

Department of Budget & Management

Justice of the Peace

Monthly Collection Report

As of August 31, 2012

	JP 1		JP 2		JP 3		JP 4		JP 5
Month	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**
January	65,016.55	30,616.85	-	75,865.90	-	68,908.95	107,630.04	16,238.90	30,872.69
February	87,849.05	56,525.75	73,758.66	112,914.50	77,627.44	-	147,845.50	-	36,678.47
March	70,369.25	45,466.05	-	74,737.39	73,356.56	80,279.70	130,202.05	19,464.65	26,450.37
April	59,924.13	30,779.15	95,639.75	76,160.25	60,692.76	-	95,299.25	-	-
May	68,785.45	30,612.50	-	-	79,235.01	88,160.21	108,840.05	-	18,187.01
June	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-
September									
October									
November									
December									
Total	**$ 351,944.43**	**$ 194,000.30**	**$ 169,398.41**	**$ 339,678.04**	**$ 290,911.77**	**$ 237,348.86**	**$ 589,816.89**	**$ 35,703.55**	**$ 112,188.54**

* The last collections report submitted for Commissioners' Court approval was for some of the August 2012 JP Collections

Contingency Account - Detail

This report illustrates the transfers in and transfers out of the County Wide-Contingency account in detail. The Contingency account is a budgetary reserve set-aside for emergencies or unforeseen expenditures.

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of August, 31, 2012

Date	Item No	Department	Amount
Transfers In:			
01/01/12	JE-20000	Original Budget	32,309.04
12/29/11	AI-30331	Co. Wide Adm.- Other	751,000.00
12/29/11	AI-30096	Co. Auditor	5,348.48
01/10/12	AI-30358	Budget & Management	3,750.00
01/11/12	JE-20070	From General Litigation	50,000.00
01/12/12	JE-20075	From Humane Society, Donna Museum, Child Advocacy Ctr,Tx DPS Rent	132,973.08
01/23/12	JE-20142	Co Wide Adm- Gasoline/Diesel	81,518.40
01/26/12	JE-20195	Co Wide Adm- Gasoline/Diesel	40,000.00
01/30/12	JE-20215	Co Wide Adm- Gasoline/Diesel	102,000.00
02/03/12	JE-20287	Co Wide Adm- Gasoline/Diesel	110,000.00
02/22/12	JE-20501	Co Wide Adm- Gasoline/Diesel	10,000.00
02/24/12	JE-20508	Co Wide Adm-Electricity	105,864.00
02/24/12	JE-20508	Co Wide Adm- Gasoline/Diesel	45,000.00
02/27/12	JE-20511	Co Wide Adm-Electricity	36,000.00
02/27/12	JE-20548	Co Wide Adm-Electricity	47,000.00
03/09/12	JE-20744	Co Wide Adm-Gasoline/Diesel & Ele	34,527.04
03/15/12	JE-20868	Co Wide Adm-Arch & Eng Srv	60,000.00
03/16/12	JE-20871	Co Wide Adm-Arch & Eng Srv	30,000.00
04/10/12	JE-21215	Salary Sweep	929,943.46
06/29/12	JE-22399		141,669.00
07/10/12	JE-22619-22	Salary & Fringe Sweep	1,318,140.04
08/10/12	JE-23277	Rural Ambulance	26,378.99
08/15/12	JE-23345	Gen Fund-Appraisal Fees	71,091.00
08/22/12	JE-23471	Co Wide Adm-Arch & Eng Srv	63,202.33
Total Transfers In:			**4,227,714.86**
Transfers Out:			
12/29/11	JE-23338	Constable Pct. 3	(29,661.00)
12/29/11	AI-30226	County Clerk	(48,016.74)
12/29/11	AI-30326	Information Technology	(20,168.11)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of August, 31, 2012

Date	Item No	Department	Amount
12/29/11	AI-30321	Elections	(47,500.64)
12/29/11	AI-30317	Sheriff	(8,799.26)
12/29/11	AI-29859	Various Depts	(421,965.64)
12/29/11	AI-30328	JP's	(107,345.81)
12/29/11	AI-30283	Constable Pct 5	(9,373.60)
01/10/12	AI-30359	Executive Office	(3,750.00)
01/23/12	JE-20143	430th DC	(81,518.40)
01/18/12	JE-20138	Mailing Services	(10,968.00)
01/10/12	AI-30417	Master Court	(2,000.00)
01/10/12	JE-20055	430th DC	(40,759.20)
01/12/12	JE-20069	Insurance	(50,000.00)
01/17/12	AI-30557	Jail	(132,973.08)
01/13/12	JE-20102	Co Wide Adm-Other Prof Srv	(3,000.00)
01/25/12	JE-20191	Urban County	(5,000.00)
01/26/12	JE-20198	Co Wide Adm-Mgmt Consulting Srv	(36,815.00)
01/26/12	JE-20198	Co Wide Adm-Property Insurance	(1,578.74)
01/26/12	JE-20198	Co Wide Adm-Custodial	(1,440.00)
01/26/12	JE-20198	Co Wide Adm-Water/Sewerage	(462.54)
01/26/12	JE-20199	JP Pct 5/Pl 1	(4,445.00)
01/31/12	AI-30823	Public Defender	(82,695.40)
01/31/12	AI-30831	Planning Dept	(8,362.03)
02/07/12	AI-30847	Tax Office	(1,601.17)
02/08/12	JE-20340	Facilities Management	(5,000.00)
02/13/12	JE-20387	Public Defender	(3,307.00)
02/14/12	AI-30990	Various Depts	(104,912.95)
02/14/12	AI-30854	Co Wide Adm-Travel Out of County	(2,808.98)
02/14/12	JE-20391	Public Defender	(2,300.00)
02/21/12	AI-31119	Predatory Animals	(2,400.00)
02/17/12	JE-20469	Constable Pct 2	(3,500.00)
02/21/12	JE-20470	Co Comm	(7,600.00)
02/21/12	AI-31023	Urban County	(2,500.00)
02/22/12	JE-20503	DA's Civil Litigation	(14,282.59)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of August, 31, 2012

Date	Item No	Department	Amount
02/22/12	JE-20504	Constable Pct 5	(9,800.00)
02/24/12	JE-20510	Co Wide Adm-Arch & Eng Srv	(105,864.00)
02/24/12	JE-20509	Executive Office	(1,041.00)
02/27/12	JE-20549	Various Depts	(6,624.72)
02/28/12	JE-20574	Pct 3 Sanitation	(35,387.98)
02/29/12	JE-20602	Co Wide Adm-Property Insurance	(789.37)
02/29/12	JE-20602	Co Wide Adm-Bldg & Othr Struc R&	(359.10)
02/29/12	JE-20602	Co Wide Adm-Custodial	(1,439.73)
02/29/12	JE-20602	Co Wide Adm-Water/Sewerage	(617.04)
02/29/12	JE-20601	Constable Pct 5	(5,300.00)
03/06/12	JE-20705	Jail	(972.85)
03/01/12	JE-20625	Historical Commission	(1,000.00)
03/06/12	JE-20703	Tropical Tx Center MHMR	(41,078.00)
03/13/12	JE-20954	District Attorney	(3,916.85)
03/12/12	JE-20745	Pct 3 Sanitation	(22,815.45)
03/12/12	JE-20746	Pct. 3 Parks	(13,457.96)
03/12/12	JE-20763	Co Wide Adm-Property Insurance	(789.37)
03/12/12	JE-20763	Co Wide Adm-Pest Control	(194.85)
03/13/12	JE-20917	CCL#1	(8,920.51)
03/15/12	JE-20869	Traffic Engineering	(8,102.40)
03/15/12	JE-20868	Co Wide Adm-Other Prof Srv	(18,258.96)
03/15/12	JE-20868	Co. Wide Adm-Aid to Govt Agency	(240.00)
03/27/12	JE-20991	Constable Pct. 2	(39,480.79)
03/20/12	JE-20916	Co Comm	(30,000.00)
03/23/12	JE-20943	Public Defender	(1,306.80)
04/03/12	JE-21142	Pct. 2 Sanitation	(2,335.00)
04/05/12	JE-21163	Pct. 1 CRC	(5,730.00)
04/10/12	JE-21668	City of Mcallen Animal Control	(50,000.00)
04/12/12	JE-21252	Insurance	(33,870.42)
04/17/12	JE-21273	Co Wide Adm-Office & Compu Supp	(7,757.39)
04/17/12	JE-21279	Pct. 1 Sanitation	(199,766.00)
04/17/12	JE-21279	Pct. 2 Sanitation	(34,850.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of August, 31, 2012

Date	Item No	Department	Amount
04/17/12	JE-21279	Pct. 3 Sanitation	(46,880.00)
04/17/12	JE-21279	Pct. 4 Sanitation	(78,337.00)
04/24/12	JE-21377	Executive Office	(2,000.00)
04/24/12	JE-21374	Co Wide Adm Law Enforcement	(3,302.00)
04/24/12	JE-21375	Donna Museum	(40,000.00)
04/24/12	JE-21376	Historical Museum	(100,000.00)
05/01/12	JE-21496	Constable Pct. 4	(623.00)
05/04/12	JE-21551	DA's Civil Litigation	(22,940.00)
05/08/12	JE-21620	Co Comm	(24,601.20)
05/08/12	JE-21619	Public Defender	(5,835.00)
05/14/12	JE-21668	Visiting Judges	(50,000.00)
05/16/12	JE-21722	Co Wide Adm-Land & Bldg Rentals	(41,600.00)
05/17/12	JE-21745	Insurance	(1,392.91)
05/22/12	JE-21800	IT Countywide	(16,185.00)
05/24/12	JE-21859	Co Comm	(1,892.40)
05/23/12	JE-21849	JP Pct. 4/Pl 1	(2,444.00)
05/29/12	JE-21863	Tax Office	(206.90)
05/29/12	JE-21870	Constable Pct. 3	(1,882.46)
05/29/12	JE-21873	Constable Pct. 1	(969.00)
06/04/12	JE-22028	Constable Pct. 3	(1,300.00)
06/12/12	JE-22150	Co Wide Adm-Land & Bldg Rentals	(12,105.00)
06/12/12	JE-22172	Sheriff	(15,038.31)
06/13/12	JE-22182	Co. Wide Adm.-Other Services	(50,000.00)
06/18/12	JE-22259	Co Wide Adm-Land & Bldg Rentals	(12,000.00)
06/15/12	JE-22231	Co. Wide Adm.-Other Services	(3,711.08)
06/22/12	JE-22296	Co. Wide Adm.-Other Services	(10.28)
06/25/12	JE-22323	Urban County	(5,000.00)
06/26/12	JE-22332	Various Depts	(1,800.00)
06/26/12	JE-22372	Planning Dept	(5,570.00)
06/26/12	JE-22373	Human Services	(28,009.00)
06/26/12	JE-22374	Constable Pct. 4	(839.00)
06/26/12	JE-22336	Co. Wide Adm.-Other Services	(25,000.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of August, 31, 2012

Date	Item No	Department	Amount
07/02/12	JE-22400	Pct. 1 Sanitation	(55,000.00)
07/03/12	JE-22493	Constable Pct. 1	(823.00)
07/03/12	JE-22494	Constable Pct. 2	(1,598.00)
07/03/12	JE-22495	Constable Pct. 5	(1,532.00)
07/03/12	JE-22496	Sheriff's Office	(450.50)
07/03/12	JE-22501	IT	(20,168.11)
07/03/12	JE-22502	Jail	(66,500.90)
07/10/12	JE-22623	Sheriff's Office	(44,428.15)
07/13/12	JE-22678	Co. Wide Adm-Other Prof Srv	(4,000.00)
07/17/12	JE-22733	Co. Wide Adm-Land & Bldg Rentals	(70,295.00)
07/17/12	JE-22745	Jail	(650,000.00)
07/17/12	JE-22744	Insurance	(2,263.00)
07/17/12	JE-22743	Pct. 1-4 Sanitation	(409,000.00)
07/20/12	JE-22826	Co Comm	(2,000.00)
07/24/12	JE-22852	Tx Agrilife	(3,950.00)
07/24/12	JE-22830	Constable Pct. 5	(2,823.65)
07/27/12	JE-22947	Co. Wide Adm-Land & Bldg Rentals	(47,200.00)
07/27/12	JE-22949	Visiting Judges	(40,000.00)
07/31/12	JE-23055	Sheriff	(3,500.00)
08/03/12	JE-23141	Co Treasurer	(3,218.00)
08/07/12	JE-23206	Purchasing	(1,625.00)
08/09/12	JE-23263	Transfer Out- Health Grant	(2,252.00)
08/10/12	JE-23278	Co Comm	(30,000.00)
08/10/12	JE-23276	District Attorney	(11,200.00)
08/14/12	JE-23338	Constable Pct. 4	(15,945.00)
08/14/12	JE-23339	Master Court I	(1,218.00)
08/15/12	JE-23346	CCL#1	(4,325.00)
08/16/12	JE-23375	Various Depts	(2,278.53)
08/20/12	JE-23401	Civil Service	(12,000.00)
08/20/12	JE-23399	Co Comm	(20,045.00)
08/20/12	JE-23400	Visiting Judges	(10,000.00)
08/21/12	JE-23451	Elections	(2,794.13)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of August, 31, 2012

Date	Item No	Department	Amount
08/22/12	JE-23472	Co Wide Adm-Mediplex	(31,244.49)
08/22/12	JE-23466	Various Depts	(777.82)
08/22/12	JE-23468	Transfer Out- Stop Truancy	(331.74)
08/27/12	JE-23542	Safety Division	(9,500.00)
08/29/12	JE-23576	JP Pct. 4/Pl 2	(8,633.54)
08/30/12	JE-23610	Co Wide Adm-Mediplex	(3,470.40)
Total Transfers Out:			**(4,198,741.92)**

ACCOUNT BALANCE (As of 8/31/12):	**$28,972.94**

General Fund Expenditure Analysis

This report illustrates the 2012 Adopted Budget in comparison to the 2011 and 2012 actual expenditures on a monthly basis. This will allow us to identify when expenditures exceed the adopted budget and will assist us in making future budget recommendations and/or suggest cost-saving measures.

Hidalgo County

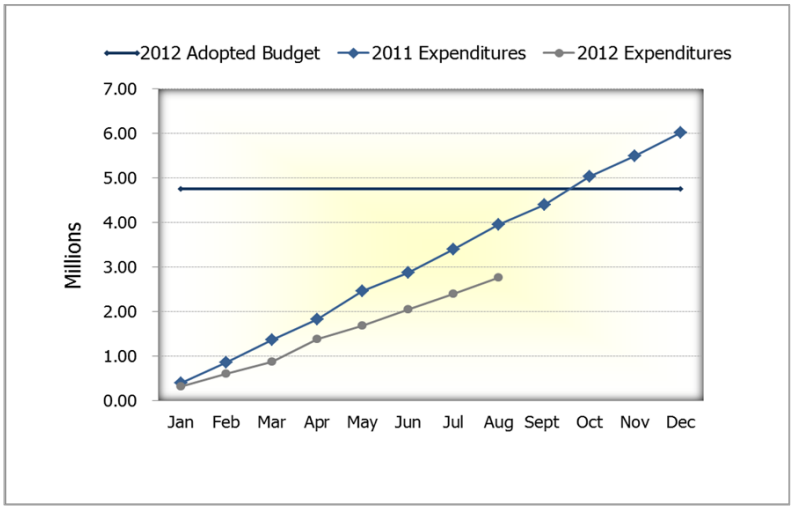
Department of Budget & Management

LEGAL EXPENDITURES

2011 vs 2012

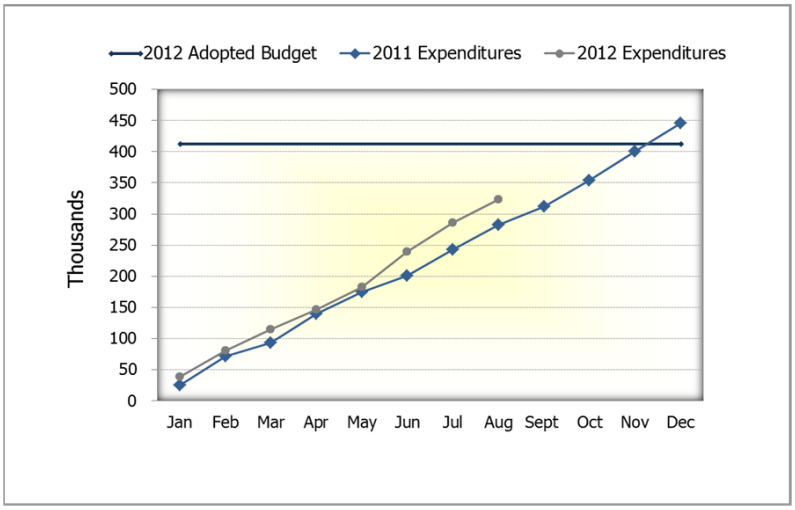
Public Defense - Criminal & Juvenile Cases

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	395,008.70	319,032.39
February	459,850.23	283,703.03
March	506,156.51	273,256.06
April	474,259.00	502,882.50
May	621,850.45	309,910.00
June	413,644.50	366,851.51
July	536,117.31	339,931.93
August	549,111.80	371,492.02
September	437,669.26	-
October	647,945.75	-
November	446,103.55	-
December	523,100.48	-
Total:	**$ 6,010,817.54**	**$ 2,767,059.44**



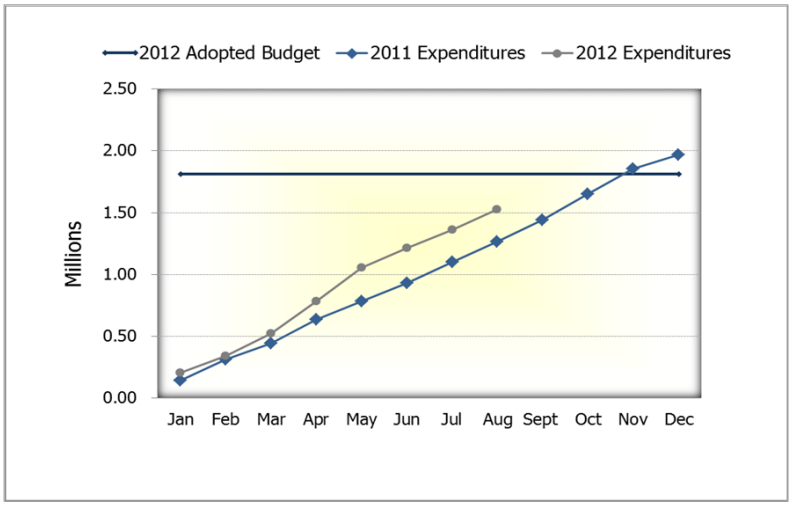
Other Public Defense - Civil Cases, Family Cases, Lunacy Cases, Bonds, & Protective Orders

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	25,187.50	38,522.50
February	46,400.00	41,670.00
March	21,872.50	34,865.00
April	46,125.00	31,010.00
May	35,050.00	36,737.50
June	25,787.50	56,972.50
July	42,572.50	46,390.00
August	39,985.00	37,504.00
September	29,477.50	-
October	40,948.25	-
November	46,530.00	-
December	45,452.50	-
Total:	**$ 445,388.25**	**$ 323,671.50**



Child Welfare Defense - Child Welfare Cases

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	144,843.38	206,288.00
February	166,612.50	135,488.00
March	130,782.50	179,157.50
April	195,799.81	264,702.50
May	144,573.50	267,010.00
June	148,064.19	160,993.00
July	167,476.42	146,555.00
August	166,755.00	166,615.00
September	176,352.50	-
October	211,600.34	-
November	203,082.50	-
December	111,180.00	-
Total:	**$ 1,967,122.64**	**$ 1,526,809.00**



*Actual August Expenditures as of 10/01/12

Hidalgo County

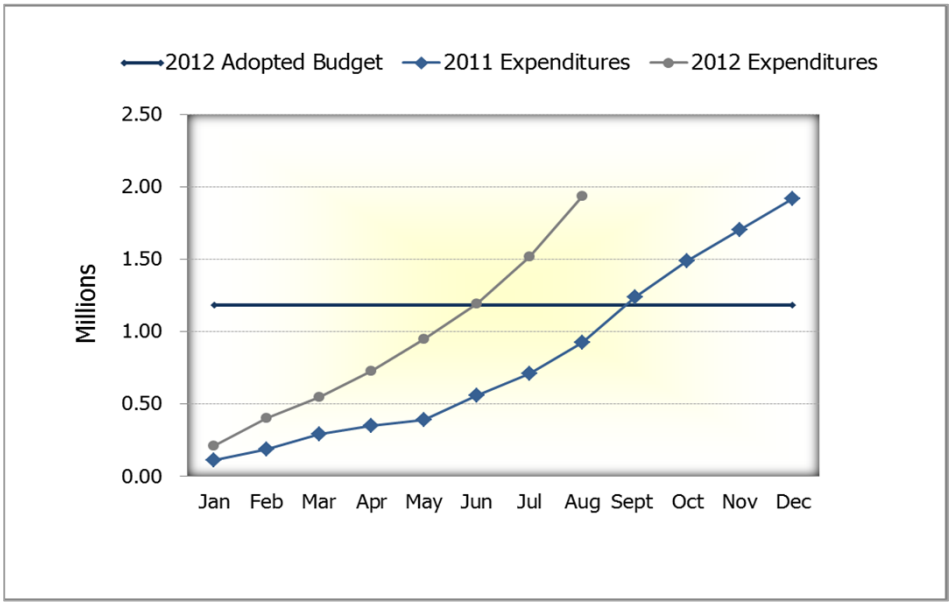
Department of Budget & Management

Room & Board Expenditures

2011 vs 2012

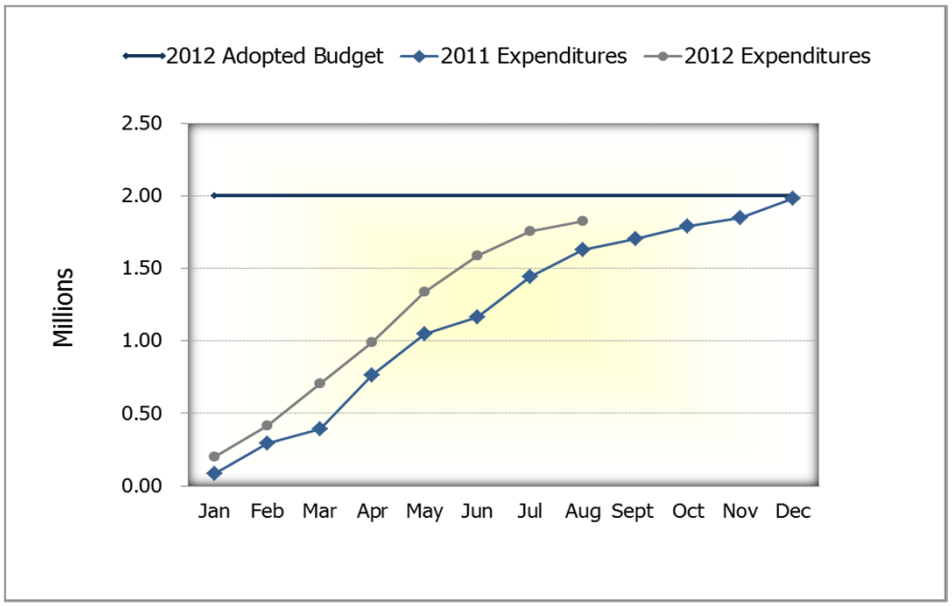
Jail

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	114,450.00	212,310.00
February	74,886.00	189,270.00
March	102,144.00	143,100.00
April	60,030.00	181,620.00
May	40,995.00	221,085.00
June	166,140.00	242,325.00
July	149,895.00	327,375.00
August	216,405.00	415,665.00
September	311,355.00	-
October	252,630.00	-
November	212,040.00	-
December	213,390.00	-
Total:	**$ 1,914,360.00**	**$ 1,932,750.00**



Juvenile

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	158,002.52	203,863.14
February	137,192.72	210,060.92
March	194,240.76	290,890.61
April	282,227.68	287,990.46
May	301,238.42	346,061.95
June	127,306.10	251,449.16
July	240,679.78	165,739.96
August	189,972.48	69,970.58
September	160,062.70	-
October	5,774.70	-
November	151,960.42	-
December	35,879.17	-
Total:	**$ 1,984,537.45**	**$ 1,826,026.78**



*Actual August Expenditures as of 10/01/12

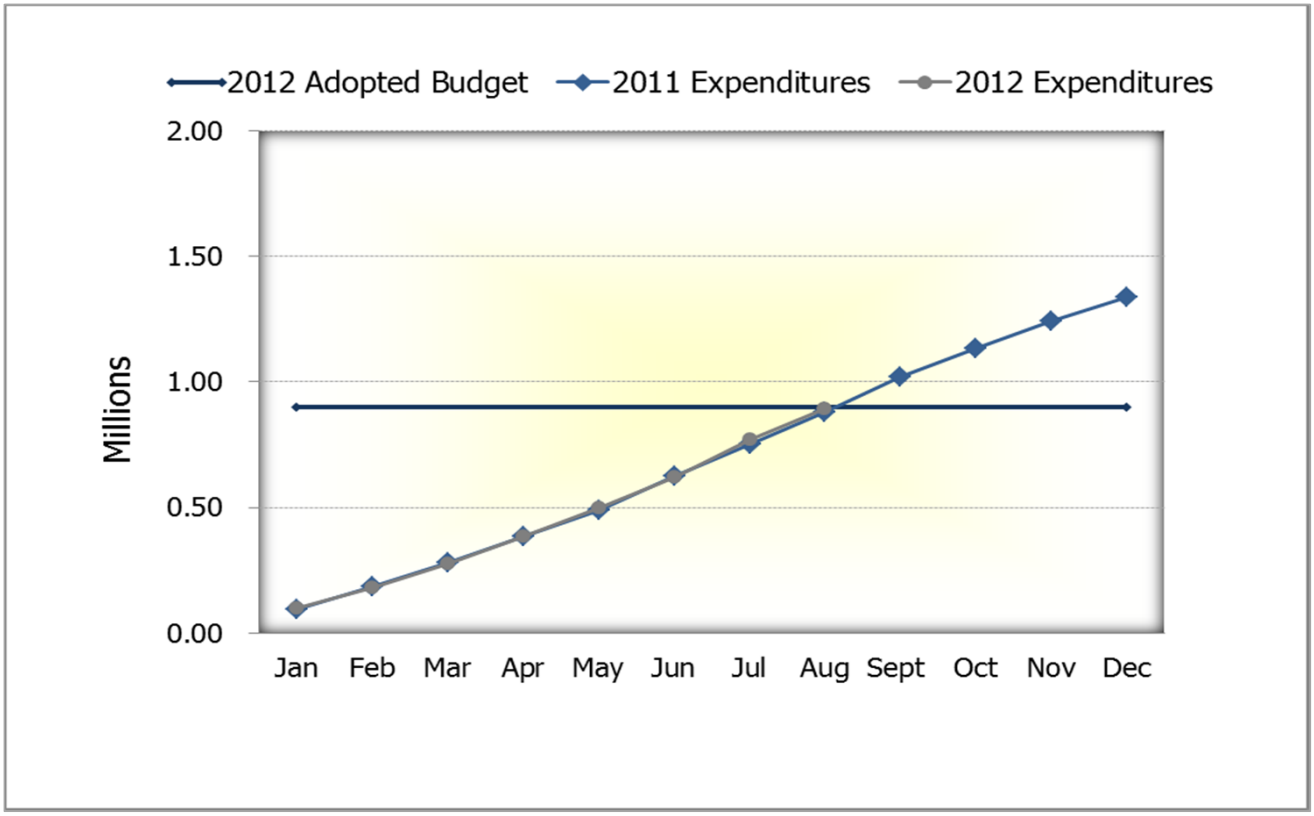
Hidalgo County

Department of Budget & Management

CO WIDE ELECTRICITY

2011 vs 2012

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	93,775.55	99,411.75
February	91,085.93	82,135.48
March	95,226.03	94,986.53
April	102,919.65	108,658.06
May	106,977.92	110,987.12
June	135,543.83	124,509.67
July	124,446.83	148,292.27
August	130,839.11	123,866.33
September	137,263.95	-
October	116,784.43	-
November	104,907.24	-
December	95,447.60	-
Total:	**1,335,218.07**	**892,847.21**



*Actual August Expenditures as of 10/1/12

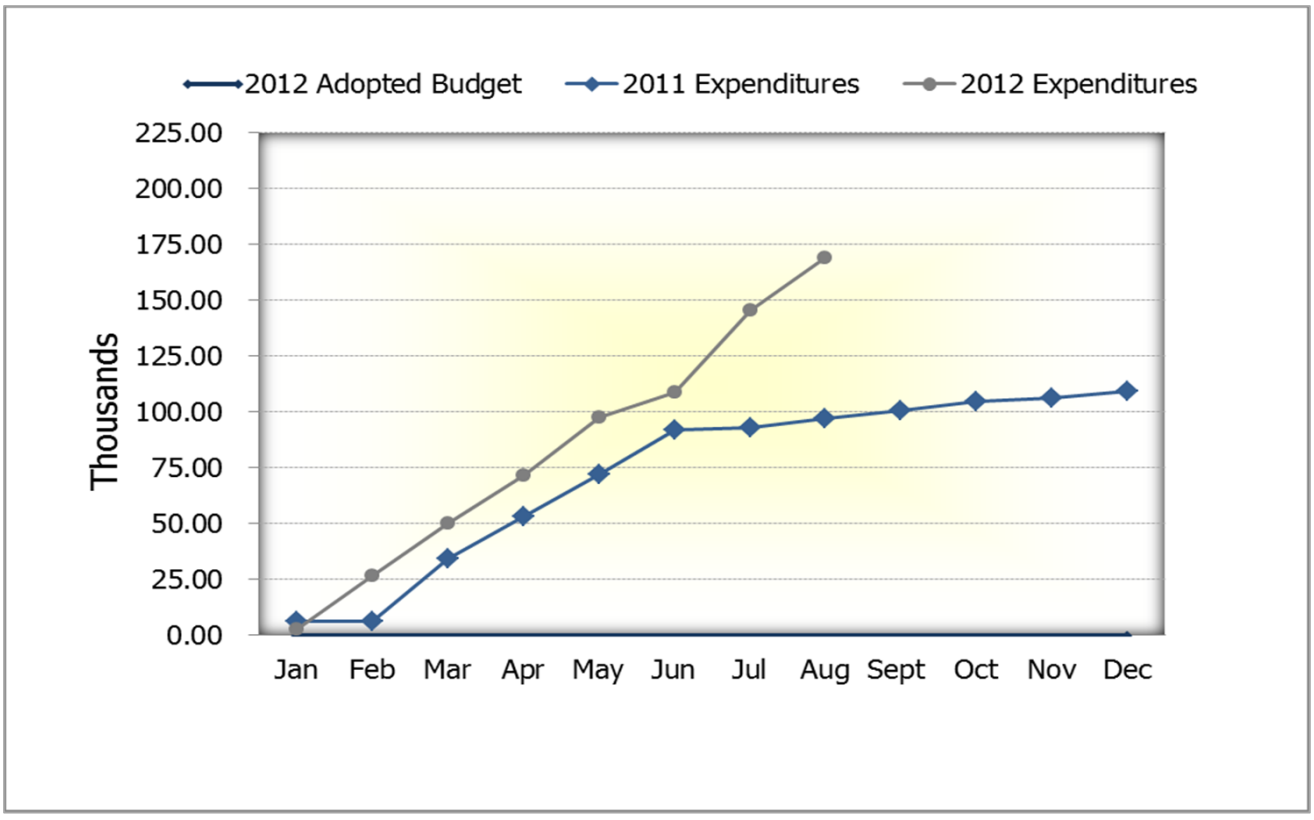
Hidalgo County

Department of Budget & Management

VISITING JUDGES

2011 vs 2012

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	612.85	2,562.21
February	-	23,984.11
March	33,277.10	23,213.90
April	19,144.64	21,491.56
May	18,726.21	26,001.72
June	19,835.98	11,452.00
July	1,225.87	36,574.81
August	4,168.73	23,722.64
September	3,217.61	
October	4,073.13	-
November	1,498.98	-
December	3,158.41	-
Total:	**108,939.51**	**169,002.95**



*Actual August Expenditures as of 10/1/12

VISITING JUDGES
Fact Sheet

The Fifth Administrative Judicial Region [(1)]

The State of Texas is divided into nine administrative judicial regions. The office of the Fifth Administrative Judicial Region (5th AJR) is located in Brownsville, TX and currently serves eleven counties. The counties currently being served are Brooks, Cameron, Duval, *Hidalgo*, Jim Hogg, Jim Wells, Kennedy, Kleberg, Nueces, Starr, & Willacy.

(1) GC Sec. 74.042 (a) & (f)

Duties of the Presiding Judge of the 5th AJR[(2)]

The Hon. J. Rolando Olvera is the current Presiding Judge of the 5th AJR. The duties of the Presiding Judge of the 5th AJR and all AJRs include:

- Promulgating and implementing regional rules of administration
- Recommending changes to the Supreme Court for the improvement of judicial administration
- Assign visiting judges to hold court when necessary to dispose of accumulated
- Advising local judges on judicial management
- Act as local administrative judge in their absence

(2) GC Sec. 74.046 (1-8); GC Sec. 74.052 (a)

Qualifications to be a Visiting Judge[(3)]

The following judges may be assigned by the Presiding Judge of the administrative judicial region in which the assigned judge resides:

- An active district, constitutional county, or statutory county court judge in this state
- A senior judge who has consented to be subject to assignment
- A former district, or appellate judge, retired or former statutory probate judge,
- A former district, or appellate judge, retired or former statutory probate judge, before retirement was justice or judge of the supreme court, the court of criminal appeals, or a court of appeals
- An active judge or justice of the supreme court, the court of criminal appeals, or a court of appeals who has had trial court experience

***Note: A judge assigned by the Administrative Judge has all powers of the judge of the court to which he/she is assigned.**

(3) GC Sec. 74.054 (1-5)

Visiting Judge Compensation[4]

The salary of a retired judge or justice while assigned shall be paid out of money appropriated from the general revenue fund for that purpose in an amount equal to the compensation received from state and county sources of the judge of the court to which he is assigned. The salary of a retired judge or justice while assigned shall be determined pro rata for the period of time that the judge or justice actually sits as the assigned judge.

***Note: Assigned Visiting Judges submit the "Visiting Judge's Salary Claim" form to the State Comptroller's office, upon approval of the Presiding Judge listing every day or half days**

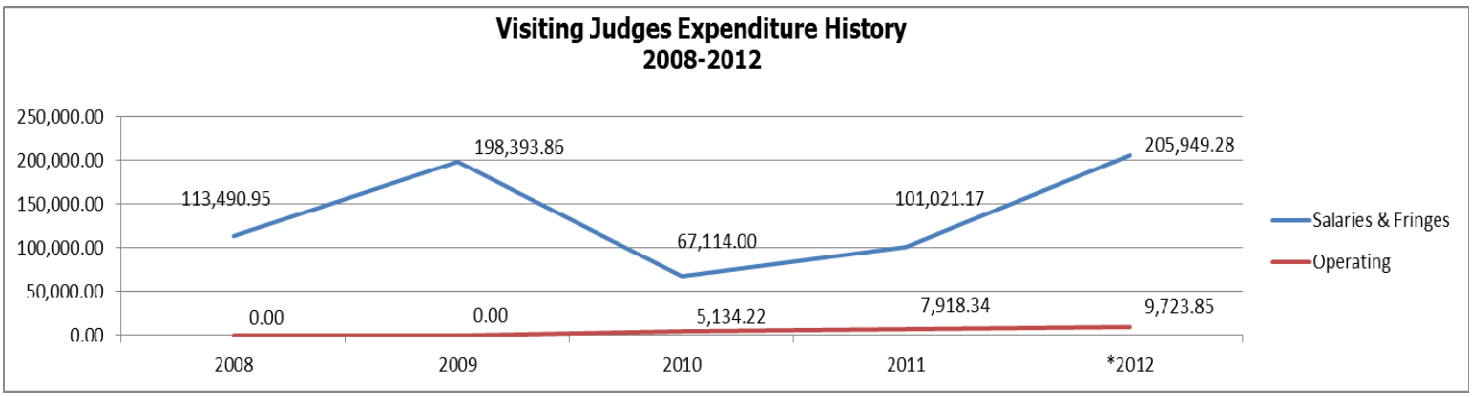
(4) GC Sec. 74.061 (c)

Five Year Expenditure History

Account No. / Description

1100-412-00-115-014-0-XXX / Visiting Judges

	2008	2009	2010	2011	2012
Salaries & Fringes	$113,490.95	$198,393.86	$67,114.00	$101,021.17	$205,949.28
Operating	-	-	$5,134.22	$7,918.34	$9,723.85
Total:	**$113,490.95**	**$198,393.86**	**$72,248.22**	**$108,939.51**	**$215,673.13**



Unemployment Reports

These reports illustrate a 3 year history of annual unemployment claim expenses, the definition of a base period claim, and current unemployment claims processed through the 2nd quarter of 2012 by department.

Hidalgo County

Annual Unemployment Claim Charges By Dept
3 Year History

Department	2010 Annual Charges	2011 Annual Charges	2012 Annual Charges thru 2nd Quarter
275th District Court	-	10,624	166
430th District Court	7,448	-	-
Adult Probation	65,191	55,942	24,282
Co Treasurer	1,176	196	294
Co. Judge	20,220	-	-
Constable Pct. 2	20,091	8,120	-
Constable Pct. 3	19,488	4,466	4,466
Constable Pct. 4	12,514	3,391	-
Constable Pct. 5	-	-	-
County Auditor	3,277	(3,408)	3,505
County Clerk	1,223	7,756	5,249
County Records Mgmt	104	-	-
District Attorney	4,569	32,916	16,351
District Clerk	23,298	30,912	10,000
Elections	33,197	18,323	10,079
Facilities Management	12,603	10,172	514
Health Dept	33,707	74,329	10,656
Human Resources	4,078	506	172
Human Services	4,440	7,771	-
IT Dept	(24)	-	-
Jail	59,501	27,027	-
JP 2 PL 1	4,540	3,069	2,400
JP 2 PL 2	231	1,538	-
JP 3 PL 1	3,168	3,443	-
JP 4 PL 1	-	6,280	-
JP 4 PL 2	6,714	7,131	410
Juvenile Probation	39,765	102,560	41,296
Pct. 1	258,324	87,758	33,716
Pct. 2	16,066	4,376	-
Pct. 3	2,341	7,876	69
Pct. 4	17,152	12,490	1,896
Planning Dept	969	12,867	-
Public Defender	4,096	6,436	-
Right of Way	-	4,980	5,810
Sheriff	42,654	68,456	79,864
Tax Office	14,545	4,191	3,264
Tx DPS	7,020	1,792	4,406
Urban County	2,744	6,156	5,712
WIC	33,790	67,761	8,657
Total	**$ 780,220**	**$ 698,202**	**$ 273,234**

UNEMPLOYMENT
Unpreventable Base Period

Unemployment compensation is usually paid on the basis of wages earned in the "base period".

Base Period

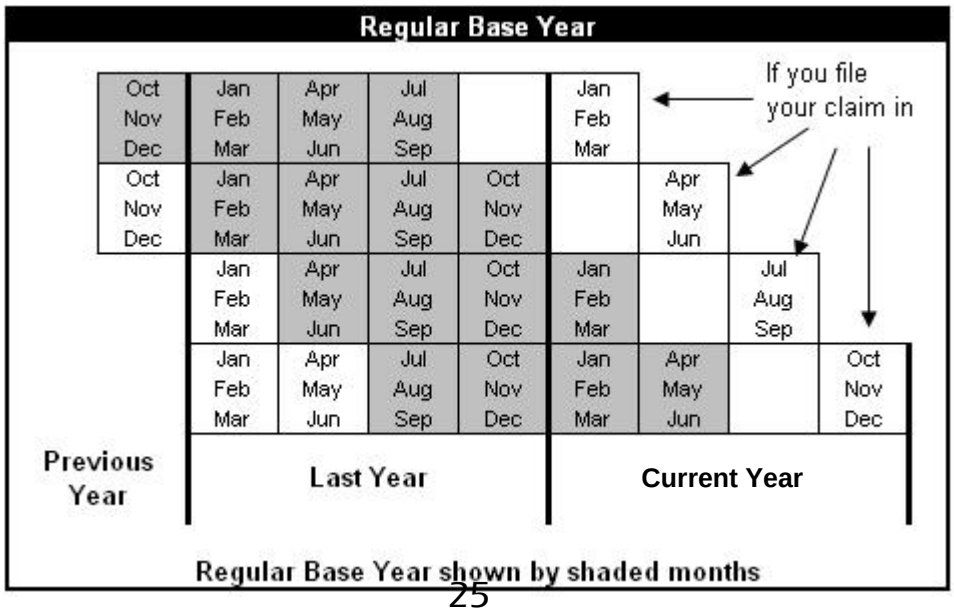
The “base period” is defined as the first 4 quarters of the last 5 completed calendar quarters of wages. The base period determines the wages that will be used to compute the claimant's benefit amounts and which employers will have potential chargeback or reimbursement liability for any benefits paid to the claimant

Base Period Employer

A "base period employer" is one the employee worked for in that period, who's account would be charged by the unemployment office through unemployment taxes.

Example:

- If the claim is filed in April, May or June of current year, the base period is January through December of the last year.
- If the claim is filed in July, August, or September of the current year, the base period is April through December of the previous year and January through March of the last year.
- If the claim is filed in October, November, or December of the current year, the base period is July through December of the last year and January through June of the current year.



Hidalgo County

Department of Budget & Management

Unemployment Claims Summary of Claims Processed

1st Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Sept 30, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
275th DC	1	0	0	1			1	0	11,076.00	-	11,076.00
449th DC	1	1	0	0	1			0	11,076.00	11,076.00	-
Adult Probation	1	1	0	0		1		0	1,682.30	-	1,682.30
Co. Clerk	2	2	0	0	2			0	16,874.30	16,874.30	-
District Clerk	1	1	0	0		1		0	9,901.29	-	9,901.29
Facilities Management	1	1	0	0	1			0	-	-	-
Jail	6	6	0	0	5	1		0	36,867.12	31,405.94	5,461.18
Juvenile Probation	2	0	1	1	1		1	0	2,257.36	-	2,257.36
Pct. 1	7	3	1	3	3	1	3	0	27,846.30	7,472.45	20,373.85
Pct. 2	1	1	0	0	1			0	1,121.69	1,121.69	-
Purchasing	1	1	0	0	1			0	11,076.00	11,076.00	-
Sheriff	5	1	2	2	3		2	0	47,789.55	30,596.63	17,192.92
WIC	2	1	0	1	1		1	0	13,927.35	6,704.10	7,223.25
Total	**31**	**19**	**4**	**8**	**19**	**4**	**8**	**0**	**$ 191,495.26**	**$ 116,327.11**	**$ 75,168.15**

Hidalgo County

Department of Budget & Management

Unemployment Claims Summary of Claims Processed

2nd Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Sept 30, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
Adult Probation	1	1				1		0	11,076.00	-	11,076.00
CCL #1	1	1			1			0	11,076.00	11,076.00	-
Co. Clerk	1			1			1	0	8,742.88	-	8,742.88
District Attorney	2	1		1		1	1	0	18,881.19	-	18,881.19
District Clerk	2	2			2			0	18,563.29	18,563.29	-
Health Adm	1			1			1	0	2,243.35	-	2,243.35
Health Clinics	2	2			1			1	15,667.79	9,729.88	-
Info Tech Dept	1		1		1			0	718.07	718.07	-
Jail	2		1	1			1	1	22,152.00	-	11,076.00
JP Pct. 3/Pl 1	1	1			1			0	-	-	-
Juvenile Probation	6	2	2	2	1	2	2	1	49,651.97	11,076.00	34,876.47
Pct. 1	4	3		1	1	2	1	0	27,996.37	7,981.54	20,014.83
Pct. 2	2	2			2			0	9,395.35	9,395.35	-
Sheriff	1	1			1			0	11,076.00	11,076.00	-
WIC	1			1			1	0	4,945.13	-	4,945.13
Total	**28**	**16**	**4**	**8**	**11**	**6**	**8**	**3**	**$ 212,185.39**	**$ 79,616.13**	**$ 111,855.85**

General Fund- Deletion & Creation of Positions by Department

This report illustrates all deleted and created positions by department approved by Commissioners' Court for calendar year 2012.

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
SHERIFF	0364	CRIME VICTIM LIAISON	10	2	38,408.00	09/27/11
PCT. 4 PARKS	0011	PARK COORDINATOR II			37,109.00	09/27/11
PCT. 4 PARKS	0012	MAINTENANCE II			21,653.00	09/27/11
PCT. 4 CRC	0001	ADMINISTRATIVE ASSISTANT III			31,815.00	09/27/11
DISTRICT CLERK	0073	DEPUTY DISTRICT CLERK I	5	1	25,256.00	09/27/11
CO COMM	0033	ATTORNEY IV	18	1	68,687.00	09/27/11
CO COMM	0034	ATTORNEY IV	18	1	68,687.00	09/27/11
CO COMM	0035	ATTORNEY V	20	1	80,117.00	09/27/11
JP 4 PL 2	0011	CASE MANAGER I			16,500.00	09/27/11
JP 4 PL 2	0012	CASE MANAGER I			16,500.00	09/27/11
JP 1 PL 1	0006	CASE MANAGER I			16,500.00	09/27/11
JP 1 PL 2	0006	CASE MANAGER I			16,500.00	09/27/11
JP 3 PL 2	0007	CASE MANAGER I			16,500.00	09/27/11
CO. CLERKS	0070	ADMINISTRATIVE ASSISTANT IV	10	1	37,109.00	12/29/11
DISTRICT ATTORNEY	0098	ASSISTANT DA III	16	1	49,629.00	12/29/11
JP 4 PL 2	0011	CASE MANAGER II			37,000.00	12/29/11
JP 4 PL 2	0012	CASE MANAGER II			37,000.00	12/29/11
JP 4 PL 2	0013	CLERK			28,000.00	12/29/11
JP 4 PL 2	0014	CLERK			28,000.00	12/29/11
JAIL	0399	CAPTAIN			55,000.00	01/17/12
JAIL	0400	CAPTAIN			55,000.00	01/17/12
PUBLIC DEFENDER	0012	PUBLIC DEFENDER II	14	1	50,487.00	01/31/12
PUBLIC DEFENDER	0013	CLERK I	1	1	18,564.00	01/31/12
CO. JUDGE	0035	DIRECTOR, ECONOMIC DEVELOPMENT			68,000.00	02/07/12
CO. JUDGE	0036	CLERK II			21,653.00	02/07/12
DISTRICT ATTORNEY	0004	ATTORNEY II	14	1	50,487.00	02/21/12
PCT. 3 SANITATION	0041	TRUCK DRIVER III			32,000.00	02/28/12
CONSTABLE PCT. 2	0009	DEPUTY CONSTABLE			38,000.00	03/13/12
FIRE MARSHAL	0008	DEPUTY FIRE MARSHAL	10	1	37,109.00	03/13/12
COUNTY COURT AT LAW 1	T006	COURT CLERK			31,200.00	03/20/12
COUNTY COURT AT LAW 4	0006	BAILIFF			42,000.00	04/17/12
FACILITIES MANAGEMENT	0112	ADMINISTRATIVE ASSISTANT I	4	1	23,385.00	04/24/12
PCT. 2 PARKS	T026	ATTENDANT			17,992.00	04/24/12
PCT. 2 PARKS	T027	ATTENDANT			17,992.00	04/24/12
PCT. 2 PARKS	T028	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T029	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T030	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T031	LIFEGUARD			19,760.00	04/24/12
TAX OFFICE	0137	ACCOUNTANT I	8	1	31,815.00	05/29/12
SHERIFF	0369	DIVISION COMMANDER			75,000.00	06/05/12
COUNTY CLERK RECORD ARCHIVE	T015	ASSISTANT DEPUTY COUNTY CLERK	3	0	20,570.00	07/03/12
INFORMATION TECHNOLOGY	T035	GIS CLERK			18,720.00	07/03/12
INFORMATION TECHNOLOGY	T036	GIS CLERK			18,720.00	07/03/12
ELECTIONS	T138	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T139	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T140	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T141	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T142	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T143	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T144	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
PCT. 2 PARKS	0032	PARKS DIRECTOR			51,870.00	07/03/12
PCT. 2 PARKS	0033	CREW LEADER I			29,458.00	07/03/12

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
PCT. 2 PARKS	0034	CREW LEADER I			29,458.00	07/03/12
PCT. 2 PARKS	0035	CLERK III			25,256.00	07/03/12
SHERIFF	0370	CHIEF OF STAFF			75,000.00	07/10/12
TAX OFFICE	0138	INTERNAL AUDITOR III	13	1	46,747.00	07/31/12
TAX OFFICE	0139	DEPUTY CLERK III	9	1	34,360.00	07/31/12
PCT. 3 SANITATION	0042	MAINTENANCE I			28,000.00	08/07/12
PCT. 3 SANITATION	0043	MAINTENANCE I			28,000.00	08/07/12
VETERANS SERVICES	0008	ADMINISTRATIVE ASSISTANT I	4	1	23,385.00	08/21/12
ELECTIONS	0145	GIS OPERATOR III	12	1	43,284.00	08/21/12
Total:	**61**				**2,011,974.00**	

DELETIONS

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
PCT. 2 SANITATION	0009	TRUCK DRIVER II			(26,644.00)	09/27/11
PCT. 2 SANITATION	0018	MAINTENANCE I			(22,345.00)	09/27/11
PCT. 2 SANITATION	0020	MAINTENANCE WORKER I			(22,345.00)	09/27/11
ELECTIONS	0021	VOTER REGISTRATION SPECIALIST I	5	1	(25,256.00)	12/29/11
PCT. 3 SANITATION	0009	TRUCK DRIVER III			(28,000.00)	12/29/11
DISTRICT ATTORNEY	0037	ASSISTANT DA II	14	1	(49,629.00)	12/29/11
JP 4 PL 2	0006	ASSISTANT COURT COORDINATOR			(29,674.00)	12/29/11
JP 4 PL 2	0009	COURT CLERK			(25,932.00)	12/29/11
JP 4 PL 2	0011	CASE MANAGER I			(33,000.00)	12/29/11
JP 4 PL 2	0012	CASE MANAGER I			(33,000.00)	12/29/11
ELECTIONS	T128	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T129	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T130	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T131	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T132	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
CO. JUDGE	0030	ECONOMIC DEVELOPMENT PLANNER II			(63,000.00)	02/07/12
CO. JUDGE	0034	ADMINISTRATIVE AIDE II			(35,000.00)	02/07/12
DISTRICT ATTORNEY	0003	ATTORNEY IV	18	1	(68,687.00)	02/21/12
FIRE MARSHAL	0005	CHIEF DEPUTY FIRE MARSHAL	11	1	(40,078.00)	03/13/12
PCT. 3 SANITATION	0018	TRUCK DRIVER III			(28,000.00)	04/10/12
PCT. 3 SANITATION	0023	TRUCK DRIVER III			(26,144.00)	04/10/12
PCT. 3 SANITATION	0024	TRUCK DRIVER III			(26,144.00)	04/10/12
COUNTY COURT AT LAW 4	0005	ASSISTANT COURT COORDINATOR			(32,760.00)	04/17/12
FACILITIES MANAGEMENT	0091	ADMINISTRATIVE ASSISTANT IV	10	4	(41,006.00)	04/24/12
TAX OFFICE	0053	DEPUTY CLERK II	7	1	(29,458.00)	05/29/12
SHERIFF	0002	CHIEF DEPUTY			(85,000.00)	06/05/12
PCT. 2 SANITATION	0004	ATTENDANT			(27,020.00)	07/03/12
PCT. 2 SANITATION	0014	TRUCK DRIVER II			(24,236.00)	07/03/12
TAX OFFICE	0013	ACCOUNTANT III	12	3	(46,314.00)	07/31/12
TAX OFFICE	0033	BOOKKEEPER II	8	3	(34,043.00)	07/31/12
PCT. 3 SANITATION	0019	TRUCK DRIVER III			(28,000.00)	08/07/12
PCT. 3 SANITATION	0026	MAINTENANCE I			(24,880.00)	08/07/12
SHERIFF	0009	CHIEF ADMINISTRATOR	18	1	(68,687.00)	08/14/12
VETERANS SERVICES	0005	CLERK II	3	4	(23,927.00)	08/21/12
ELECTIONS	0086	ELECTIONS PROJECT COORDINATOR	10	1	(37,109.00)	08/21/12
Total:	**35**				**(1,173,498.00)**	
Grand Total:	**26**				**$ 838,476.00**	

General Fund-Vacancy Report

This report illustrates General Fund vacant positions as of August 31, 2012.

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of August 31, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
ELECTED OFFICIAL DEPARTMENTS					
389TH DC	COURT REPORTER			$77,356.00	100.00%
CCL#7	COURT REPORTER	0	0	$73,000.00	100.00%
CO CLERK	EXECUTIVE ASSISTANT I	11	1	$40,078.00	100.00%
CO CLERK	ADMINISTRATIVE ASSISTANT III	8	1	$31,815.00	100.00%
CO CLERK	DEPUTY COUNTY CLERK I	5	3	$27,024.00	100.00%
CO JUDGE	CLERK II	0	0	$21,653.00	100.00%
CO JUDGE	ADMINISTRATIVE AIDE II	0	0	$35,000.00	100.00%
CO TREASURER	PAYROLL CLERK II	7	6	$34,613.00	100.00%
CONSTABLE PCT.3	SR. DEPUTY CONSTABLE I	0	0	$41,800.00	100.00%
CONSTABLE PCT.3	SERGEANT STEP I			$45,980.00	100.00%
CONSTABLE PCT.5	CHIEF DEPUTY CONSTABLE I STEP I			$48,279.00	100.00%
CONSTABLE PCT.5	ADMINISTRATIVE ASSISTANT I	4	4	$25,839.00	100.00%
CRIM DA	ASSISTANT DISTRICT ATTORNEY III	16	1	$49,344.00	83.79%
CRIM DA	CRIMINAL INVESTIGATOR I	12	1	$43,284.00	100.00%
DA CIVIL LITIGATION	ATTORNEY IV	18	1	$68,687.00	100.00%
DIST CLERK	ASSISTANT DEPUTY DISTRICT CLERK	3	0	$20,570.00	100.00%
DOMESTIC RELATIONS OFFICE	DOMESTIC RELATIONS OFFICE DIRECTOR	0	0	$29,442.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SENIOR DETENTION OFFICER STEP IV			$37,136.00	100.00%
JAIL	LICENSED VOCATIONAL NURSE III	14	2	$52,254.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER			$29,232.00	100.00%
JAIL	LICENSED VOCATIONAL NURSE III	14	2	$52,254.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	CUSTODIAN II	3	1	$21,653.00	100.00%
JAIL	DETENTION OFFICER DTEP I			$30,450.00	100.00%
JAIL	CERTIFIED MEDICAL ASSISTANT	7	0	$27,985.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER			$29,232.00	100.00%
JAIL	DETENTION OFFICER			$29,232.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP II			$34,667.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JP PCT 4/PL 2	CASE MANAGER			$43,194.00	100.00%
PARKS PCT.2	CREW LEADER I	0	0	$29,458.00	100.00%
PARKS PCT.2	CLERK III	0	0	$25,256.00	100.00%
PARKS PCT.2	EXECUTIVE ASSISTANT			$10,500.00	15.38%
PARKS PCT.2	CREW LEADER I	0	0	$29,458.00	100.00%
SANITATION PCT.1	TRUCK DRIVER III			$27,552.00	100.00%
SANITATION PCT.1	ACCOUNTS PAYABLE CLERK			$34,817.00	100.00%
SANITATION PCT.2	SOLID WASTE ENFORCEMENT OFFICER			$36,480.00	100.00%

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of August 31, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
SANITATION PCT.2	EXECUTIVE ASSISTANT			$12,165.00	17.82%
SANITATION PCT.2	OFFICE CLERK			$28,894.00	100.00%
SANITATION PCT.3	HEAVY EQUIPMENT OPERATOR II			$28,000.00	100.00%
SANITATION PCT.3	TRUCK DRIVER III			$28,000.00	100.00%
SANITATION PCT.3	TRUCK DRIVER III			$26,144.00	100.00%
SANITATION PCT.3	TRUCK DRIVER III			$26,144.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SHERIFF	SERGEANT STEP III			$49,255.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP II			$39,330.00	100.00%
SHERIFF	COMMUNICATIONS OFFICER	7	1	$29,458.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP I			$41,800.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP III			$44,777.00	100.00%
SHERIFF	SERGEANT STEP III			$49,255.00	100.00%
TAX OFF	ACCOUNTANT III	12	1	$43,284.00	100.00%
TAX OFF	DEPUTY CLERK I	5	3	$27,024.00	100.00%
		Total:		**$2,277,227.00**	
OTHER COUNTY DEPARTMENTS					
BUDGET & MANAGEMENT	BUDGET CLERK I	6	3	$29,186.00	100.00%
BUDGET & MANAGEMENT	PLANNING ANALYST I	10	4	$41,006.00	100.00%
BUDGET & MANAGEMENT	BUDGET ANALYST I	10	4	$41,006.00	100.00%
CHILD WELFARE	HUMAN SERVICES TECHNICIAN	5	3	$27,024.00	100.00%
CO AUDITOR	ACCOUNTANT I	8	6	$37,385.00	100.00%
ELECTIONS DEPT	FIELD SERVICE SPECIALIST II	10	1	$37,109.00	100.00%
ELECTIONS DEPT	ACCOUNTING CLERK II	8	1	$31,815.00	100.00%
ELECTIONS DEPT	GIS OPERATOR III	12	1	$43,284.00	100.00%
EXECUTIVE OFFICE	ADMINISTRATIVE ASSISTANT III	8	1	$31,815.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE I	1	4	$20,514.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	3	$23,169.00	100.00%
FACILITIES MANAGEMENT	ELECTRICIAN I	8	0	$30,224.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	2	$22,411.00	100.00%
FIRE MARSHAL	DEPUTY FIRE MARSHAL	10	3	$39,707.00	100.00%
HEALTH ADM	ELIGIBILITY SPECIALIST I	4	2	$24,203.00	100.00%
HEALTH CLINICS	HEALTH TECHNICIAN	7	1	$0.00	0.00%
HEALTH CLINICS	CLERK III	5	1	$3,999.00	15.83%
HEALTH CLINICS	CLERK III	5	1	$5,006.00	19.82%
HEALTH CLINICS	COURIER	2	7	$24,261.00	100.00%
HUMAN SERVICES	BILLING SPECIALIST II	3	5	$24,685.00	100.00%
HUMAN SERVICES	BILLING SPECIALIST II	3	7	$26,201.00	100.00%

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of August 31, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
HUMAN SERVICES	ELIGIBILITY SPECIALIST I	4	2	$24,203.00	100.00%
HUMAN SERVICES	ELIGIBILITY SPECIALIST II	6	1	$27,276.00	100.00%
INFORMATION TECHNOLOGY	ADMINISTRATIVE ASSISTANT II	6	6	$32,051.00	100.00%
JUV DET HM	MAINTENANCE I	0	0	$25,236.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$19,229.00	52.90%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$34,279.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER	0	0	$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER	0	0	$32,120.00	100.00%
JUV DET HM	SHIFT SUPERVISOR			$48,943.00	97.76%
JUV DET HM	JSO/ DETENTION OFFICER			$31,522.00	96.57%
JUV DET HM	JSO/ DETENTION OFFICER			$16,022.00	47.46%
JUV PROB	PROBATION OFFI			$14,750.00	100.00%
JUV PROB	PROBATION OFFICER	0	0	$1,375.00	3.38%
JUV PROB	JCCC ASST COOR			$3,250.00	8.61%
JUV PROB	ACCOUNTING CLERK			$32,603.00	100.00%
JUV PROB	INTAKE CLERK			$41,400.00	100.00%
JUV PROB	PROBATION OFFICER			$37,000.00	94.16%
PUBLIC DEFENDER	ADMINISTRATIVE ASSISTANT I	4	1	$23,385.00	100.00%
PURCHASING	ADMINISTRATIVE ASSISTANT II	6	4	$30,141.00	100.00%
PURCHASING	BUYER II	9	4	$37,969.00	100.00%
PURCHASING	SURPLUS SPECIALIST	7	2	$30,489.00	100.00%
PURCHASING	CLERK II	3	1	$21,653.00	100.00%
TX DPS	ADMINISTRATIVE ASSISTANT I	4	4	$25,839.00	100.00%
VETERAN'S SRV	ASSISTANT VET SRVC OFFICER	7	1	$29,458.00	100.00%
VETERAN'S SRV	ADMINISTRATIVE ASSISTANT I	4	1	$23,385.00	100.00%
			Total:	**$1,440,726.00**	

Total Salaries: **$3,717,953.00**

Elected Official Depts: **63**
Other County Depts: **46**
Total No. of Vacant Positions: **109**

Road & Bridge Fund Balance

This report reflects road & bridge fund balance by precinct.

Hidalgo County

Department Of Budget & Management

Road & Bridge Fund Balance

As of Aug 31, 2012

	Pct. 1	Pct. 2	Pct. 3	Pct. 4
Beginning Fund Balance (as of 1/1/2012)	**$ 731,329.98**	**$ 5,207,965.14**	**$ 863,897.07**	**$ 605,641.57**
Appropriations/Adjustments	(731,329.98)	(5,207,965.14)	(863,897.07)	(605,641.57)
Ending Fund Balance (as of 8/31/2012)	**$ -**	**$ -**	**$ -**	**$ -**

Road & Bridge- Deletion & Creation of Positions by Department

This report illustrates all deleted and created positions by department approved by Commissioners' Court for calendar year 2012.

Hidalgo County

Department Of Budget & Management

ROAD & BRIDGE

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 4 RD MAINT	0069	DIRECTOR OF CONSTRUCTION	48,500.00	09/27/11
PCT. 4 RD MAINT	0071	PROGRAM MANAGER	58,888.00	09/27/11
PCT. 4 RD MAINT	0070	DIRECTOR OF OPERATIONS	68,825.00	09/27/11
PCT. 1 RD MAINT	0126	MAINTENANCE II	21,653.00	12/29/11
PCT. 1 RD MAINT	0127	MAINTENANCE II	21,653.00	12/29/11
PCT. 1 RD MAINT	0128	MAINTENANCE II	21,653.00	12/29/11
PCT. 3 RD MAINT	0084	TRUCK DRIVER III	32,000.00	12/29/11
PCT. 1 ADM	0017	ADMINISTRATIVE ASSISTANT III	35,157.00	01/10/12
PCT. 4 RD MAINT	0073	BUDGET ANALYST II	41,120.00	01/31/12
PCT. 2 RD MAINT	T081	HEAVY EQUIPMENT OPERATOR III	34,360.00	03/06/12
PCT. 2 RD MAINT	T082	HEAVY EQUIPMENT OPERATOR III	34,360.00	03/06/12
PCT. 2 RD MAINT	T083	MECHANIC I	23,385.00	03/06/12
CW MECH SHOP	T083	TRUCK DRIVER III	29,352.00	03/20/12
PCT. 3 RD MAINT	0087	CLERK III	28,000.00	04/10/12
PCT. 3 RD MAINT	0088	CLERK III	28,000.00	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0019	TRUCK DRIVER III	32,000.00	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0020	TRUCK DRIVER III	32,000.00	04/10/12
PCT. 3 RD MAINT	T089	OFFICE CLERK	18,720.00	07/03/12
PCT. 2 ADMINISTRATION	0014	PLANNING ANALYST I	37,109.00	07/17/12
PCT. 2 ADMINISTRATION	0015	ACCOUNTS PAYABLE SPECIALIST II	31,815.00	07/17/12
PCT. 2 RD MAINT	0084	ROAD CONSTRUCTION FOREMAN	46,747.00	07/17/12
PCT. 2 RD MAINT	0085	ROAD MAINTENANCE FOREMAN	46,747.00	07/17/12
PCT. 2 RD MAINT	0086	HEAVY EQUIPMENT OPERATOR IV/EXCAVAT	40,078.00	07/17/12
PCT. 2 RD MAINT	0087	CONSTRUCTION INSPECTOR	40,078.00	07/17/12
PCT. 2 RD MAINT	0088	ENGINEERING TECHNICIAN IV	40,078.00	07/17/12
PCT. 4 RD MAINT	0074	CLERK IV	29,458.00	07/17/12
Total:	**26**		**921,736.00**	

DELETIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 1 RD MAINT	0042	MAINTENANCE III	(27,562.00)	12/29/11
PCT. 1 RD MAINT	0048	TRUCK DRIVER III	(26,000.00)	12/29/11
PCT. 1 RD MAINT	0073	MAINTENANCE III	(33,600.00)	12/29/11
PCT. 1 RD MAINT	0099	CLERK I	(21,164.00)	12/29/11
PCT. 3 DRAIN IMPRV PRJ	0013	PIPE LAYER/ FITTER	(27,000.00)	12/29/11
PCT. 3 RD MAINT	0025	HEAVY EQUIPMENT OPERATOR III	(29,852.00)	12/29/11
PCT. 4 RD MAINT	0071	PROGRAM MANAGER	(58,888.00)	12/29/11
PCT. 4 DRAIN IMPRV PRJ	0033	SAFETY SPECIALIST	(36,060.00)	01/31/12
PCT. 3 RD MAINT	0044	TRUCK DRIVER I	(28,000.00)	04/10/12

Hidalgo County

Department Of Budget & Management

ROAD & BRIDGE

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 3 RD MAINT	0057	MAINTENANCE I	(28,000.00)	04/10/12
PCT. 3 RD MAINT	0076	TRUCK DRIVER III	(28,000.00)	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0011	LABORER - DRAINAGE/ CONSTRUCTION	(24,880.00)	04/10/12
PCT. 2 PARKS	0001	FOREMAN	(32,568.00)	07/03/12
PCT. 2 PARKS	0002	COMMUNITY RESOURCE CENTER COORDIN/	(31,771.00)	07/03/12
PCT. 2 CRC	0004	COMMUNITY OUTREACH WORKER PROMOT(	(10,258.00)	07/03/12
PCT. 2 CRC	0005	COMMUNITY OUTREACH WORKER PROMOT(	(10,258.00)	07/03/12
PCT. 2 ADMINISTRATION	0003	SPECIAL PROJECTS/ PROGRAM MANAGER	(51,870.00)	07/17/12
PCT. 2 ADMINISTRATION	0004	RESEARCH AND DEVELOPMENT DIRECTOR	(49,039.00)	07/17/12
PCT. 2 ADMINISTRATION	0006	H.R. COORDINATOR	(43,680.00)	07/17/12
PCT. 2 ADMINISTRATION	0012	OFFICE CLERK	(18,564.00)	07/17/12
PCT. 2 RD MAINT	0010	HEAVY EQUIPMENT OPERATOR III	(35,548.00)	07/17/12
PCT. 2 RD MAINT	0013	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 2 RD MAINT	0017	MECHANIC II	(30,195.00)	07/17/12
PCT. 2 RD MAINT	0025	HEAVY EQUIPMENT OPERATOR II	(28,356.00)	07/17/12
PCT. 2 RD MAINT	0031	HEAVY EQUIPMENT OPERATOR II	(26,828.00)	07/17/12
PCT. 2 RD MAINT	0036	MAINTENANCE II	(24,840.00)	07/17/12
PCT. 2 RD MAINT	0039	MAINTENANCE I	(23,753.00)	07/17/12
PCT. 2 RD MAINT	0056	TIRE REPAIR	(23,840.00)	07/17/12
PCT. 2 RD MAINT	0062	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 2 RD MAINT	0063	HEAVY EQUIPMENT OPERATOR II	(26,828.00)	07/17/12
PCT. 2 RD MAINT	0066	HEAVY EQUIPMENT OPERATOR I	(24,360.00)	07/17/12
PCT. 2 RD MAINT	0067	HEAVY EQUIPMENT OPERATOR I	(24,360.00)	07/17/12
PCT. 2 RD MAINT	0069	TRUCK DRIVER II	(26,059.00)	07/17/12
PCT. 2 RD MAINT	0070	TRUCK DRIVER II	(26,059.00)	07/17/12
PCT. 2 RD MAINT	0074	MAINTENANCE I	(22,703.00)	07/17/12
PCT. 2 RD MAINT	0075	SURVEYOR TECHNICIAN	(36,750.00)	07/17/12
PCT. 2 RD MAINT	0076	SURVEYOR TECHNICIAN	(36,750.00)	07/17/12
PCT. 2 RD MAINT	0077	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
Total:	**38**		**(1,138,253.00)**	
Grand Total:	**(12)**		**$ (216,517.00)**	

Road & Bridge-Vacancy Report

This report illustrates Road & Bridge vacant positions as of August 31, 2012.

Hidalgo County

Department of Budget & Management

Road & Bridge Vacancy Report

As of August 31, 2012

Department Name	Position Title	Budgeted Salary	Comp %
COUNTYWIDE MECHANIC SHOP	MECHANIC III	$31,195.00	100.00%
PCT 1 ADMINISTRATION	CLERK IV	$35,500.00	100.00%
PCT 1 DRAIN IMPRV PRJ	LABORER-DRAINAGE/CONSTRUCTION	$22,000.00	100.00%
PCT 1 ROAD MAINTENANCE	TRUCK DRIVER II	$27,908.00	100.00%
PCT 1 ROAD MAINTENANCE	ADMINISTRATIVE ASSISTANT V	$49,000.00	100.00%
PCT 1 ROAD MAINTENANCE	TRUCK DRIVER III	$23,985.00	100.00%
PCT 1 ROAD MAINTENANCE	MAINTENANCE III	$31,190.00	100.00%
PCT 2 ADMINISTRATION	PLANNING ANALYST I	$37,109.00	100.00%
PCT 2 ADMINISTRATION	ACCOUNTS PAYABLE SPECIALIST II	$31,815.00	100.00%
PCT 2 ADMINISTRATION	EXECUTIVE ASSISTANT	$45,585.00	66.79%
PCT 2 ROAD MAINTENANCE	ROAD CONSTRUCTION FOREMAN	$46,747.00	100.00%
PCT 2 ROAD MAINTENANCE	ROAD MAINTENANCE FOREMAN	$46,747.00	100.00%
PCT 2 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR IV/ EXCAVATOR	$40,078.00	100.00%
PCT 2 ROAD MAINTENANCE	CONSTRUCTION INSPECTOR	$40,078.00	100.00%
PCT 2 ROAD MAINTENANCE	ENGINEERING TECHNICIAN IV	$40,078.00	100.00%
PCT 2 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$30,384.00	100.00%
PCT 2 ROAD MAINTENANCE	TRUCK DRIVER III	$28,535.00	100.00%
PCT 2 ROAD MAINTENANCE	TRF SA/SPC III	$26,991.00	100.00%
PCT 2 ROAD MAINTENANCE	TRUCK DRIVER II	$26,059.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$23,753.00	100.00%
PCT 2 ROAD MAINTENANCE	TRAFFIC SAFETY SPECIALIST I	$22,345.00	100.00%
PCT 2 ROAD MAINTENANCE	MECHANIC I	$28,500.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$22,703.00	100.00%
PCT 2 ROAD MAINTENANCE	ASSISTANT FIELD OPERATIONS DIRECTOR	$39,578.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$22,703.00	100.00%
PCT 3 ROAD MAINTENANCE	CLERK III	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	MAINTENANCE I	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	TRUCK DRIVER III	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	MAINTENANCE II	$32,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR I	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR I	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	TRUCK DRIVER I	$28,000.00	100.00%
	Total Salaries:	**$1,048,566.00**	

Total No. of Vacant Positions: **32**



MONTHLY BUDGET REPORTS

November XX, 2012

Department of Budget & Management

"Commitment to Excellence"

Table of Contents

DEPARTMENT OF BUDGET & MANAGEMENT

MONTHLY BUDGET REPORT

GENERAL FUND

General Fund – Summary of Revenues & Expenditures.....1-4

General Fund – Tax Collection Report.....5-6

General Fund – JP Revenue Collection Reports.....7-9

Contingency Account – Detail 10-17

General Fund Expenditure Analysis.....18-24

Unemployment Reports 25-30

General Fund – Deletion & Creation of Positions by Department.....31-34

General Fund – Vacancy Report 35-38

ROAD & BRIDGE REPORTS

Road & Bridge Fund Balance 39-40

Road & Bridge Deletion & Creation of Positions by Department 41-43

Road & Bridge Vacancy Report 44-45

General Fund – Summary of Revenues & Expenditures

These reports illustrate a summary and detail of original and adjusted budgets in comparison to actual expenditures as of September 30, 2012.

Hidalgo County

Department Of Budget & Management

2012 ADJUSTED BUDGET

As of September 30, 2012

Revenues

Date	2012 Estimated Revenues	$ 158,239,101.00
01/17/12	Sheriff's Office gasoline reimbursement from the Tax Office Spec. Veh. Inventory Acct.	16,000.00
09/18/12	Appropriation of new source of General Fund revenue certified by Co. Auditor on 9-4-12 to the Co. Wide Adm.-Contingency account	421,866.00
	Adjusted Revenues as of September 30, 2012:	**$ 158,676,967.00**

Expenditures

Date	2012 Adopted Budget	$ 166,749,693.00
12/29/2011	Drug Court appropriation from reserve account to fund creation of Adult Supervision Officer position.	56,438.24
12/29/2011	County Clerk Record Archive appropriation from reserve account to fund extension of temporary Asst. Deputy Co. Clerk position.	11,090.00
1/1/2012	Prior Approved Carryovers (Various Grant Funds)	880,725.86
1/17/2012	Sheriff's Office gasoline reimbursment from Tax Office Spec. Vehicle Inventory Acct.	16,000.00
2/7/2012	County Clerk Record Archive appropriation from reserve account to fund restoration and preservation svcs for historical record books.	1,170,921.60
3/27/2012	Interfund transfer from G/F Transfers Out to Health Grants to fund 10% cash match required for the Public Health Emergency Preparedness grant	17,267.00
4/10/2012	Appropriation of Designated F/B for Jail repairs in relation to Landmark case	42,000.00
7/10/2012	Appropriation of Designated F/B for Jail repairs in relation to Landmark case	3,827,336.23

Hidalgo County

Department Of Budget & Management

2012 ADJUSTED BUDGET

As of September 30, 2012

8/21/2012	Appropriation from Economic Development reserve account to fund the Child Advocacy Center d/b/a Estrella's House funding request	50,000.00
9/4/2012	Appropriation from the Drug Court reserve account to fund salaries & fringes for the Drug Court	1,000.00
9/18/2012	Appropriation of new source of General Fund revenue certified by Co. Auditor on 9-4-12 to the Co. Wide Adm.-Contingency account	421,866.00
	Adjusted Budget as of September 30, 2012:	**$ 173,244,337.93**

Hidalgo County

Department of Budget & Management

Summary of General Fund Revenues & Expenditures

Total by Function

As of September 30, 2012

Revenues

Function	Function Name	Original Budget	Adjusted Budget	Actual Revenues
311	General Property Taxes	134,648,144	134,648,144	135,126,192
319	Penalties & Interest on Delinq Taxes	4,359,258	4,359,258	4,097,791
321	Business Licenses & Permits	50,000	50,000	136,610
331	Federal Government Grants	360,000	365,175	18,448
334	State Government Grants	845,000	925,000	1,017,890
335	State Government Shared Revenues	4,193,000	4,193,000	4,377,140
341	General Government	10,143,699	10,276,049	7,566,759
342	Public Safety	1,556,000	1,556,075	1,241,783
345	Health	255,000	255,000	268,360
347	Culture-Recreation	15,000	15,000	32,441
351	Fines	285,000	288,560	297,075
360	Miscellaneous	863,500	863,500	756,419
361	Investment Earnings	520,500	520,627	90,181
362	Rents & Royalties	145,000	145,000	14,606
363	Escheats	-	163,324	163,324
391	Interfund Transfer In	-	16,000	16,000
392	Proceeds of Capital Asset Dispositions	-	37,256	42,227
Total:		**$ 158,239,101**	**$ 158,676,967**	**$ 155,263,246**

Expenditures

Function	Function Name	Original Budget	Adjusted Budget	Actual Expenditures
412	Judicial	30,273,995	30,880,797	20,549,370
413	Executive	2,781,854	2,569,517	1,757,564
414	Elections	2,198,353	2,304,912	1,526,692
415	Financial Administration	25,014,902	24,690,456	16,828,747
419	Other	8,973,416	9,170,355	7,014,033
421	Police	26,184,646	26,317,105	17,700,855
422	Fire	1,950,703	1,949,600	830,936
423	Corrections	32,372,964	36,894,516	23,089,583
429	Other Protection	456,355	465,503	295,417
432	Sanitation	4,763,924	5,425,510	3,741,729
441	Health	6,321,127	6,248,378	4,167,071
444	Welfare	10,883,947	10,896,035	5,451,918
451	Recreation	406,887	507,887	390,740
452	Parks	3,219,827	3,025,075	1,703,408
455	Libraries	237,140	237,140	237,141
461	Conservation	965,056	915,564	605,874
463	Urban Redevelopment & Housing	-	12,500	8,637
466	Economic Opportunity	431,833	441,440	285,937
491	Interfund Transfers Out	9,312,764	10,292,048	6,106,370
Total:		**$ 166,749,693**	**$ 173,244,338**	**$ 112,292,022**

General Fund Tax Collection Report

This report illustrates actual monthly tax collections.

HIDALGO COUNTY

Tax Collection Analysis - Co Wide

Fiscal Year to Date - September 30, 2012

	2012 Tax Roll Receivable	2011 Tax Roll Receivable	2010 & Prior Taxes Receivable	Totals
Levy Amount:				
As of October 1, 2012	$ -			$ -
As of October 1, 2011		$ 158,157,251.97		158,157,251.97
As of January 1, 2012			$ 29,594,151.06	29,594,151.06
Totals				187,751,403.03
Year-to-Date Modifications	- *	(358,112.11) *	(353,662.71) **	(711,774.82)
Adjusted Levy to Date	-	157,799,139.86	29,240,488.35	187,039,628.21
Less Collections:				
October '11	-	645,811.27	-	645,811.27
November	-	10,212,460.94	-	10,212,460.94
December	-	50,057,718.60	-	50,057,718.60
January '12	-	62,846,691.19	885,803.60	63,732,494.79
February	-	11,540,449.14	1,262,055.84	12,802,504.98
March	-	5,505,595.78	1,154,006.49	6,659,602.27
April	-	2,175,246.54	731,908.03	2,907,154.57
May	-	1,827,809.69	607,681.28	2,435,490.97
June	-	2,247,727.29	771,081.62	3,018,808.91
July	-	942,951.90	412,258.85	1,355,210.75
August	-	841,997.22	546,013.66	1,388,010.88
September	-	487,125.35	371,224.75	858,350.10
October	-	-	-	-
November	-	-	-	-
December	-	-	-	-
Total Collections	-	149,331,584.91	6,742,034.12	156,073,619.03
Total Taxes Receivable	-	8,467,554.95	22,498,454.23	30,966,009.18
Tax Roll as of 09/30/12	$ -	$ 8,467,554.95	$ 22,498,454.23	$ 30,966,009.18
	0.00	0.00	0.00	0.00
Taxes Receivable	0.00%	5.37%	76.94%	16.56%
Taxes Collected * **	**0.00%**	**94.63%**	**23.06%**	**83.44%**
'10 Roll Coll. as of 9/30/11	0.00%	93.57%	23.65%	82.80%
'09 Roll Coll. as of 9/30/10	0.00%	92.89%	25.77%	82.84%
'08 Roll Coll. as of 9/30/09	0.00%	92.27%	23.90%	82.72%
'07 Roll Coll. as of 9/30/08	0.00%	92.75%	24.46%	82.83%
'06 Roll Coll. as of 9/30/07	0.00%	92.62%	27.13%	81.89%
'05 Roll Coll. as of 9/30/06	0.00%	91.82%	26.35%	80.72%
'04 Roll Coll. as of 9/30/05	0.00%	91.46%	24.33%	79.84%
'03 Roll Coll. as of 9/30/04	0.00%	91.43%	25.26%	79.23%
'02 Roll Coll. as of 9/30/03	0.00%	90.83%	24.77%	78.66%
'01 Roll Coll. as of 9/30/02	0.00%	89.99%	23.40%	76.68%
'00 Roll Coll. as of 9/30/01	0.00%	89.33%	20.64%	75.69%

* Modifications are made from adjustments submitted by the appraisal district.

** Aside from regular modifications, delinquent adjustments include the addition of rollback taxes to the tax roll.

*** Collections and Receivable percentages are in relation to Adjusted Tax Levy, not Original Levy.

General Fund
JP Revenue Collection Reports

These reports illustrate a history of JP revenue collections along with current YTD collections totaled by Justice of the Peace.

Hidalgo County

Department of Budget & Management

ANNUAL JP COLLECTION REPORT

4 Year History

JP Name	Pct/Place	2009	2010	2011	2012 YTD
Gilbert Saenz	Pct 1 Place 1	583,793.02	655,148.55	697,423.66	351,944.43
Jesus Morales	Pct 1 Place 2	340,044.98	398,074.10	407,771.94	194,000.30
Bobby Contreras	Pct 2 Place 1	879,475.23	804,561.92	973,484.81	169,398.41
Rosa Treviño	Pct 2 Place 2	944,330.16	811,219.41	931,526.96	339,678.04
Luis J. Garza	Pct 3 Place 1	935,155.41	874,947.95	796,265.57	290,911.77
Ismael Ochoa	Pct 3 Place 2	923,758.65	823,697.95	956,621.55	237,348.86
Charlie Espinoza	Pct 4 Place 1	1,597,415.46	1,615,613.55	1,534,472.36	589,816.89
Homer Jasso	Pct 4 Place 2	915,680.45	726,744.42	185,775.75	35,703.55
Speedy Jackson	Pct 5 Place 1	219,950.31	185,693.20	237,895.94	112,188.54
	Total:	**$ 7,339,603.67**	**$ 6,895,701.05**	**$ 6,721,238.54**	**$ 2,320,990.79**

Hidalgo County

Department of Budget & Management

Justice of the Peace

Monthly Collection Report

As of September 30, 2012

	JP 1		JP 2		JP 3		JP 4		JP 5
Month	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**
January	65,016.55	30,616.85	-	75,865.90	-	68,908.95	107,630.04	16,238.90	30,872.69
February	87,849.05	56,525.75	73,758.66	112,914.50	77,627.44	-	147,845.50	-	36,678.47
March	70,369.25	45,466.05	-	74,737.39	73,356.56	80,279.70	130,202.05	19,464.65	26,450.37
April	59,924.13	30,779.15	95,639.75	76,160.25	60,692.76	-	95,299.25	-	-
May	68,785.45	30,612.50	-	-	79,235.01	88,160.21	108,840.05	-	18,187.01
June	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-
October									
November									
December									
Total	**$ 351,944.43**	**$ 194,000.30**	**$ 169,398.41**	**$ 339,678.04**	**$ 290,911.77**	**$ 237,348.86**	**$ 589,816.89**	**$ 35,703.55**	**$ 112,188.54**

* The last collections report submitted for Commissioners' Court approval was for some of the August 2012 JP Collections

Contingency Account - Detail

This report illustrates the transfers in and transfers out of the County Wide-Contingency account in detail. The Contingency account is a budgetary reserve set-aside for emergencies or unforeseen expenditures.

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
Transfers In:			
01/01/12	JE-20000	Original Budget	32,309.04
12/29/11	AI-30331	Co. Wide Adm.- Other	751,000.00
12/29/11	AI-30096	Co. Auditor	5,348.48
01/10/12	AI-30358	Budget & Management	3,750.00
01/11/12	JE-20070	From General Litigation	50,000.00
01/12/12	JE-20075	From Humane Society, Donna Museum, Child Advocacy Ctr,Tx DPS Rent	132,973.08
01/23/12	JE-20142	Co Wide Adm- Gasoline/Diesel	81,518.40
01/26/12	JE-20195	Co Wide Adm- Gasoline/Diesel	40,000.00
01/30/12	JE-20215	Co Wide Adm- Gasoline/Diesel	102,000.00
02/03/12	JE-20287	Co Wide Adm- Gasoline/Diesel	110,000.00
02/22/12	JE-20501	Co Wide Adm- Gasoline/Diesel	10,000.00
02/24/12	JE-20508	Co Wide Adm-Electricity	105,864.00
02/24/12	JE-20508	Co Wide Adm- Gasoline/Diesel	45,000.00
02/27/12	JE-20511	Co Wide Adm-Electricity	36,000.00
02/27/12	JE-20548	Co Wide Adm-Electricity	47,000.00
03/09/12	JE-20744	Co Wide Adm-Gasoline/Diesel & Ele	34,527.04
03/15/12	JE-20868	Co Wide Adm-Arch & Eng Srv	60,000.00
03/16/12	JE-20871	Co Wide Adm-Arch & Eng Srv	30,000.00
04/10/12	JE-21215	Salary Sweep	929,943.46
06/29/12	JE-22399	General Litigation	141,669.00
07/10/12	JE-22619-22	Salary & Fringe Sweep	1,318,140.04
08/10/12	JE-23277	Rural Ambulance	26,378.99
08/15/12	JE-23345	Gen Fund-Appraisal Fees	71,091.00
08/22/12	JE-23471	Co Wide Adm-Arch & Eng Srv	63,202.33
09/04/12	JE-23797	Salary Sweep	550,943.72
09/11/12	JE-23879	JAIGB	1,065.22
09/18/12	JE-24053	New Source Revenue	421,866.14
09/25/12	JE-24220	Public Defender-Juvenile Section	20,000.00
Total Transfers In:			**5,221,589.94**

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
Transfers Out:			
12/29/11	JE-23338	Constable Pct. 3	(29,661.00)
12/29/11	AI-30226	County Clerk	(48,016.74)
12/29/11	AI-30326	Information Technology	(20,168.11)
12/29/11	AI-30321	Elections	(47,500.64)
12/29/11	AI-30317	Sheriff	(8,799.26)
12/29/11	AI-29859	Various Depts	(421,965.64)
12/29/11	AI-30328	JP's	(107,345.81)
12/29/11	AI-30283	Constable Pct 5	(9,373.60)
01/10/12	AI-30359	Executive Office	(3,750.00)
01/23/12	JE-20143	430th DC	(81,518.40)
01/18/12	JE-20138	Mailing Services	(10,968.00)
01/10/12	AI-30417	Master Court	(2,000.00)
01/10/12	JE-20055	430th DC	(40,759.20)
01/12/12	JE-20069	Insurance	(50,000.00)
01/17/12	AI-30557	Jail	(132,973.08)
01/13/12	JE-20102	Co Wide Adm-Other Prof Srv	(3,000.00)
01/25/12	JE-20191	Urban County	(5,000.00)
01/26/12	JE-20198	Co Wide Adm-Mgmt Consulting Srv	(36,815.00)
01/26/12	JE-20198	Co Wide Adm-Property Insurance	(1,578.74)
01/26/12	JE-20198	Co Wide Adm-Custodial	(1,440.00)
01/26/12	JE-20198	Co Wide Adm-Water/Sewerage	(462.54)
01/26/12	JE-20199	JP Pct 5/Pl 1	(4,445.00)
01/31/12	AI-30823	Public Defender	(82,695.40)
01/31/12	AI-30831	Planning Dept	(8,362.03)
02/07/12	AI-30847	Tax Office	(1,601.17)
02/08/12	JE-20340	Facilities Management	(5,000.00)
02/13/12	JE-20387	Public Defender	(3,307.00)
02/14/12	AI-30990	Various Depts	(104,912.95)
02/14/12	AI-30854	Co Wide Adm-Travel Out of County	(2,808.98)
02/14/12	JE-20391	Public Defender	(2,300.00)
02/21/12	AI-31119	Predatory Animals	(2,400.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
02/17/12	JE-20469	Constable Pct 2	(3,500.00)
02/21/12	JE-20470	Co Comm	(7,600.00)
02/21/12	AI-31023	Urban County	(2,500.00)
02/22/12	JE-20503	DA's Civil Litigation	(14,282.59)
02/22/12	JE-20504	Constable Pct 5	(9,800.00)
02/24/12	JE-20510	Co Wide Adm-Arch & Eng Srv	(105,864.00)
02/24/12	JE-20509	Executive Office	(1,041.00)
02/27/12	JE-20549	Various Depts	(6,624.72)
02/28/12	JE-20574	Pct 3 Sanitation	(35,387.98)
02/29/12	JE-20602	Co Wide Adm-Property Insurance	(789.37)
02/29/12	JE-20602	Co Wide Adm-Bldg & Othr Struc R&	(359.10)
02/29/12	JE-20602	Co Wide Adm-Custodial	(1,439.73)
02/29/12	JE-20602	Co Wide Adm-Water/Sewerage	(617.04)
02/29/12	JE-20601	Constable Pct 5	(5,300.00)
03/06/12	JE-20705	Jail	(972.85)
03/01/12	JE-20625	Historical Commission	(1,000.00)
03/06/12	JE-20703	Tropical Tx Center MHMR	(41,078.00)
03/13/12	JE-20954	District Attorney	(3,916.85)
03/12/12	JE-20745	Pct 3 Sanitation	(22,815.45)
03/12/12	JE-20746	Pct. 3 Parks	(13,457.96)
03/12/12	JE-20763	Co Wide Adm-Property Insurance	(789.37)
03/12/12	JE-20763	Co Wide Adm-Pest Control	(194.85)
03/13/12	JE-20917	CCL#1	(8,920.51)
03/15/12	JE-20869	Traffic Engineering	(8,102.40)
03/15/12	JE-20868	Co Wide Adm-Other Prof Srv	(18,258.96)
03/15/12	JE-20868	Co. Wide Adm-Aid to Govt Agency	(240.00)
03/27/12	JE-20991	Constable Pct. 2	(39,480.79)
03/20/12	JE-20916	Co Comm	(30,000.00)
03/23/12	JE-20943	Public Defender	(1,306.80)
04/03/12	JE-21142	Pct. 2 Sanitation	(2,335.00)
04/05/12	JE-21163	Pct. 1 CRC	(5,730.00)
04/10/12	JE-21668	City of Mcallen Animal Control	(50,000.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
04/12/12	JE-21252	Insurance	(33,870.42)
04/17/12	JE-21273	Co Wide Adm-Office & Compu Supp	(7,757.39)
04/17/12	JE-21279	Pct. 1 Sanitation	(199,766.00)
04/17/12	JE-21279	Pct. 2 Sanitation	(34,850.00)
04/17/12	JE-21279	Pct. 3 Sanitation	(46,880.00)
04/17/12	JE-21279	Pct. 4 Sanitation	(78,337.00)
04/24/12	JE-21377	Executive Office	(2,000.00)
04/24/12	JE-21374	Co Wide Adm Law Enforcement	(3,302.00)
04/24/12	JE-21375	Donna Museum	(40,000.00)
04/24/12	JE-21376	Historical Museum	(100,000.00)
05/01/12	JE-21496	Constable Pct. 4	(623.00)
05/04/12	JE-21551	DA's Civil Litigation	(22,940.00)
05/08/12	JE-21620	Co Comm	(24,601.20)
05/08/12	JE-21619	Public Defender	(5,835.00)
05/14/12	JE-21668	Visiting Judges	(50,000.00)
05/16/12	JE-21722	Co Wide Adm-Land & Bldg Rentals	(41,600.00)
05/17/12	JE-21745	Insurance	(1,392.91)
05/22/12	JE-21800	IT Countywide	(16,185.00)
05/24/12	JE-21859	Co Comm	(1,892.40)
05/23/12	JE-21849	JP Pct. 4/Pl 1	(2,444.00)
05/29/12	JE-21863	Tax Office	(206.90)
05/29/12	JE-21870	Constable Pct. 3	(1,882.46)
05/29/12	JE-21873	Constable Pct. 1	(969.00)
06/04/12	JE-22028	Constable Pct. 3	(1,300.00)
06/12/12	JE-22150	Co Wide Adm-Land & Bldg Rentals	(12,105.00)
06/12/12	JE-22172	Sheriff	(15,038.31)
06/13/12	JE-22182	Co. Wide Adm.-Other Services	(50,000.00)
06/18/12	JE-22259	Co Wide Adm-Land & Bldg Rentals	(12,000.00)
06/15/12	JE-22231	Co. Wide Adm.-Other Services	(3,711.08)
06/22/12	JE-22296	Co. Wide Adm.-Other Services	(10.28)
06/25/12	JE-22323	Urban County	(5,000.00)
06/26/12	JE-22332	Various Depts	(1,800.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
06/26/12	JE-22372	Planning Dept	(5,570.00)
06/26/12	JE-22373	Human Services	(28,009.00)
06/26/12	JE-22374	Constable Pct. 4	(839.00)
06/26/12	JE-22336	Co. Wide Adm.-Other Services	(25,000.00)
07/02/12	JE-22400	Pct. 1 Sanitation	(55,000.00)
07/03/12	JE-22493	Constable Pct. 1	(823.00)
07/03/12	JE-22494	Constable Pct. 2	(1,598.00)
07/03/12	JE-22495	Constable Pct. 5	(1,532.00)
07/03/12	JE-22496	Sheriff's Office	(450.50)
07/03/12	JE-22501	IT	(20,168.11)
07/03/12	JE-22502	Jail	(66,500.90)
07/10/12	JE-22623	Sheriff's Office	(44,428.15)
07/13/12	JE-22678	Co. Wide Adm-Other Prof Srv	(4,000.00)
07/17/12	JE-22733	Co. Wide Adm-Land & Bldg Rentals	(70,295.00)
07/17/12	JE-22745	Jail	(650,000.00)
07/17/12	JE-22744	Insurance	(2,263.00)
07/17/12	JE-22743	Pct. 1-4 Sanitation	(409,000.00)
07/20/12	JE-22826	Co Comm	(2,000.00)
07/24/12	JE-22852	Tx Agrilife	(3,950.00)
07/24/12	JE-22830	Constable Pct. 5	(2,823.65)
07/27/12	JE-22947	Co. Wide Adm-Land & Bldg Rentals	(47,200.00)
07/27/12	JE-22949	Visiting Judges	(40,000.00)
07/31/12	JE-23055	Sheriff	(3,500.00)
08/03/12	JE-23141	Co Treasurer	(3,218.00)
08/07/12	JE-23206	Purchasing	(1,625.00)
08/09/12	JE-23263	Transfer Out- Health Grant	(2,252.00)
08/10/12	JE-23278	Co Comm	(30,000.00)
08/10/12	JE-23276	District Attorney	(11,200.00)
08/14/12	JE-23338	Constable Pct. 4	(15,945.00)
08/14/12	JE-23339	Master Court I	(1,218.00)
08/15/12	JE-23346	CCL#1	(4,325.00)
08/16/12	JE-23375	Various Depts	(2,278.53)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
08/20/12	JE-23401	Civil Service	(12,000.00)
08/20/12	JE-23399	Co Comm	(20,045.00)
08/20/12	JE-23400	Visiting Judges	(10,000.00)
08/21/12	JE-23451	Elections	(2,794.13)
08/22/12	JE-23472	Co Wide Adm-Mediplex	(31,244.49)
08/22/12	JE-23466	Various Depts	(777.82)
08/22/12	JE-23468	Transfer Out- Stop Truancy	(331.74)
08/27/12	JE-23542	Safety Division	(9,500.00)
08/29/12	JE-23576	JP Pct. 4/Pl 2	(8,633.54)
08/30/12	JE-23610	Co Wide Adm-Mediplex	(3,470.40)
09/07/12	JE-23798	Juvenile Probation	(50,000.00)
09/10/12	JE-23818	Public Defender-Juvenile Section	(18,754.00)
09/11/12	JE-23881	Co Wide Adm-Land & Bldg Rentals	(20,000.00)
09/11/12	JE-23881	Co Wide Adm-Taxes	(9,097.60)
09/12/12	JE-23919	Elections	(29,000.00)
09/12/12	JE-23920	Public Defender-Juvenile Section	(56,262.00)
09/13/12	JE-23933	Facilities Management	(2,700.00)
09/13/12	JE-23927	Facilities Management	(23,150.00)
09/13/12	JE-23938	Human Services	(1,065.00)
09/13/12	JE-23937	Pct 4 Parks	(354.30)
09/13/12	JE-23936	Pct 1 Sanitation	(58,936.00)
09/13/12	JE-23939	Co Judge	(5,000.00)
09/13/12	JE-23940	Co Wide Adm-Arch & Eng Srv	(7,741.00)
09/13/12	JE-23935	Health Adm	(14,000.00)
09/18/12	JE-24043	Jail	(400,000.00)
09/18/12	JE-24047	370th DC	(9,500.00)
09/18/12	JE-24045	Visiting Judges	(34,000.00)
09/18/12	JE-24039	Various Depts	(5,000.94)
09/18/12	JE-24046	Co Comm	(10,100.00)
09/18/12	JE-24044	Constable Pct 4	(1,520.00)
09/18/12	JE-24049	District Attorney	(39,118.50)
09/24/12	JE-24132	Co Wide Adm-Property Insurance	(2,348.43)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of September, 30, 2012

Date	Item No	Department	Amount
09/25/12	JE-24185	District Attorney	(10,037.46)
09/25/12	JE-24216	Planning Dept	(4,629.20)
09/25/12	JE-24217	Constable Pct 3	(24,205.00)
09/25/12	JE-24294	Co Comm	(9,600.00)
09/30/12	JE-20287	Co Wide Adm-Gasoline/Diesel	(110,000.00)
Total Transfers Out:			**(5,154,861.35)**

ACCOUNT BALANCE (As of 9/30/12):	**$66,728.59**

General Fund Expenditure Analysis

This report illustrates the 2012 Adopted Budget in comparison to the 2011 and 2012 actual expenditures on a monthly basis. This will allow us to identify when expenditures exceed the adopted budget and will assist us in making future budget recommendations and/or suggest cost-saving measures.

Hidalgo County

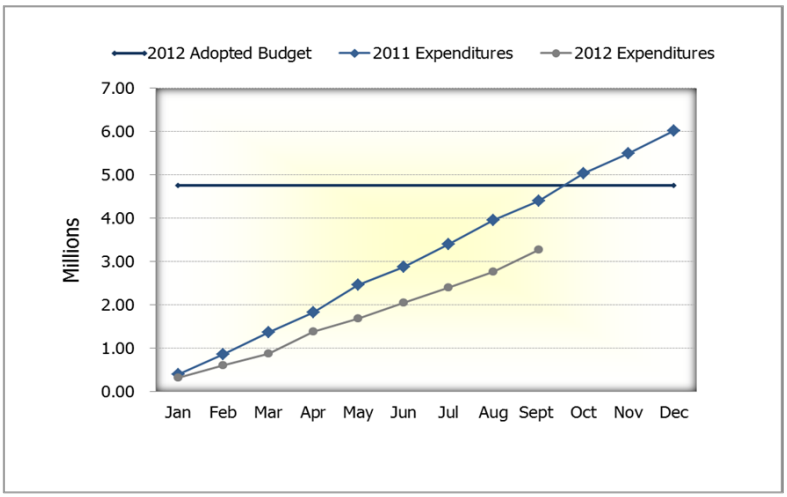
Department of Budget & Management

LEGAL EXPENDITURES

2011 vs 2012

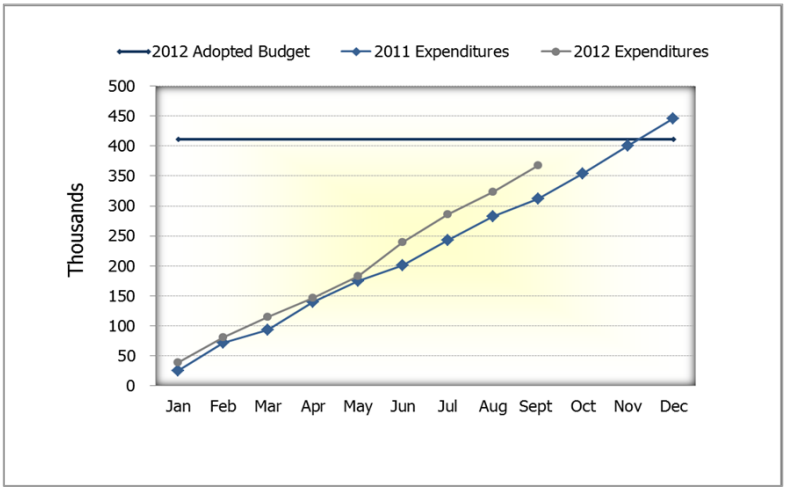
Public Defense - Criminal & Juvenile Cases

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	395,008.70	319,032.39
February	459,850.23	283,703.03
March	506,156.51	273,256.06
April	474,259.00	502,882.50
May	621,850.45	309,910.00
June	413,644.50	366,851.51
July	536,117.31	339,931.93
August	549,111.80	371,492.02
September	437,669.26	510,535.91
October	647,945.75	-
November	446,103.55	-
December	523,100.48	-
Total:	**$ 6,010,817.54**	**$ 3,277,595.35**



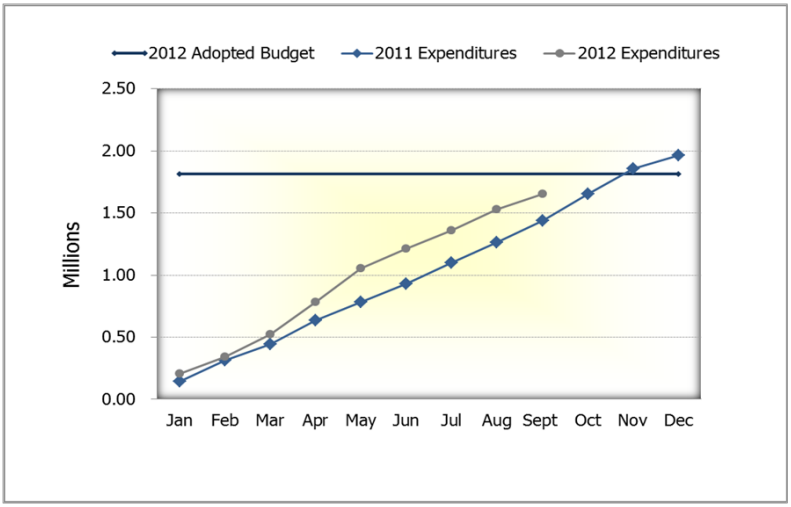
Other Public Defense - Civil Cases, Family Cases, Lunacy Cases, Bonds, & Protective Orders

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	25,187.50	38,522.50
February	46,400.00	41,670.00
March	21,872.50	34,865.00
April	46,125.00	31,010.00
May	35,050.00	36,737.50
June	25,787.50	56,972.50
July	42,572.50	46,390.00
August	39,985.00	37,504.00
September	29,477.50	44,127.50
October	40,948.25	-
November	46,530.00	-
December	45,452.50	-
Total:	**$ 445,388.25**	**$ 367,799.00**



Child Welfare Defense - Child Welfare Cases

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	144,843.38	206,288.00
February	166,612.50	135,488.00
March	130,782.50	179,157.50
April	195,799.81	264,702.50
May	144,573.50	267,010.00
June	148,064.19	160,993.00
July	167,476.42	146,555.00
August	166,755.00	166,615.00
September	176,352.50	125,194.50
October	211,600.34	-
November	203,082.50	-
December	111,180.00	-
Total:	**$ 1,967,122.64**	**$ 1,652,003.50**



*Actual September Expenditures as of 10/31/12

Hidalgo County

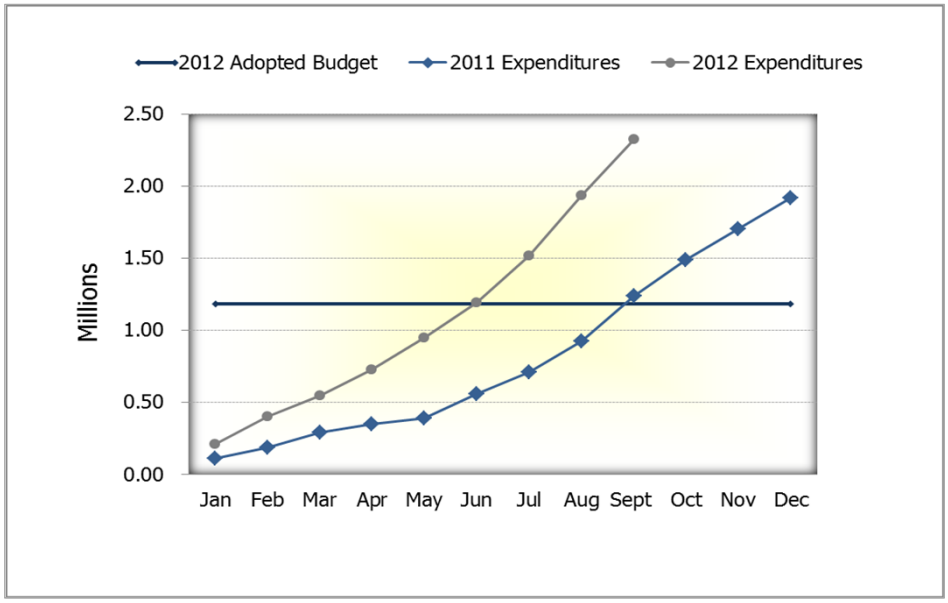
Department of Budget & Management

Room & Board Expenditures

2011 vs 2012

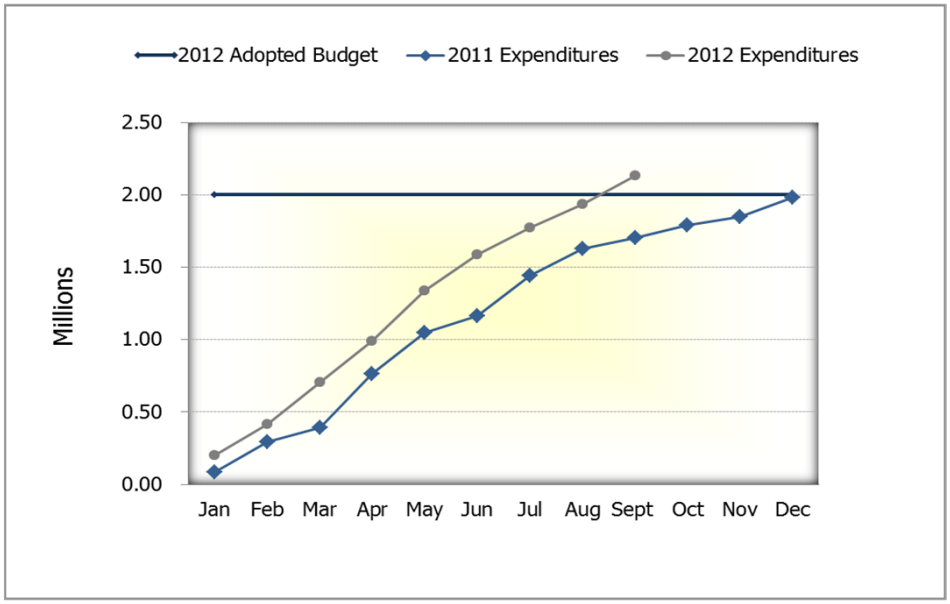
Jail

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	114,450.00	212,310.00
February	74,886.00	189,270.00
March	102,144.00	143,100.00
April	60,030.00	181,620.00
May	40,995.00	221,085.00
June	166,140.00	242,325.00
July	149,895.00	327,375.00
August	216,405.00	415,665.00
September	311,355.00	392,310.00
October	252,630.00	-
November	212,040.00	-
December	213,390.00	-
Total:	**$ 1,914,360.00**	**$ 2,325,060.00**



Juvenile

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	158,002.52	203,863.14
February	137,192.72	210,060.92
March	194,240.76	290,890.61
April	282,227.68	287,990.46
May	301,238.42	346,061.95
June	127,306.10	251,449.16
July	240,679.78	182,595.96
August	189,972.48	161,222.58
September	160,062.70	197,356.33
October	5,774.70	-
November	151,960.42	-
December	35,879.17	-
Total:	**$ 1,984,537.45**	**$ 2,131,491.11**



*Actual September Expenditures as of 10/31/12

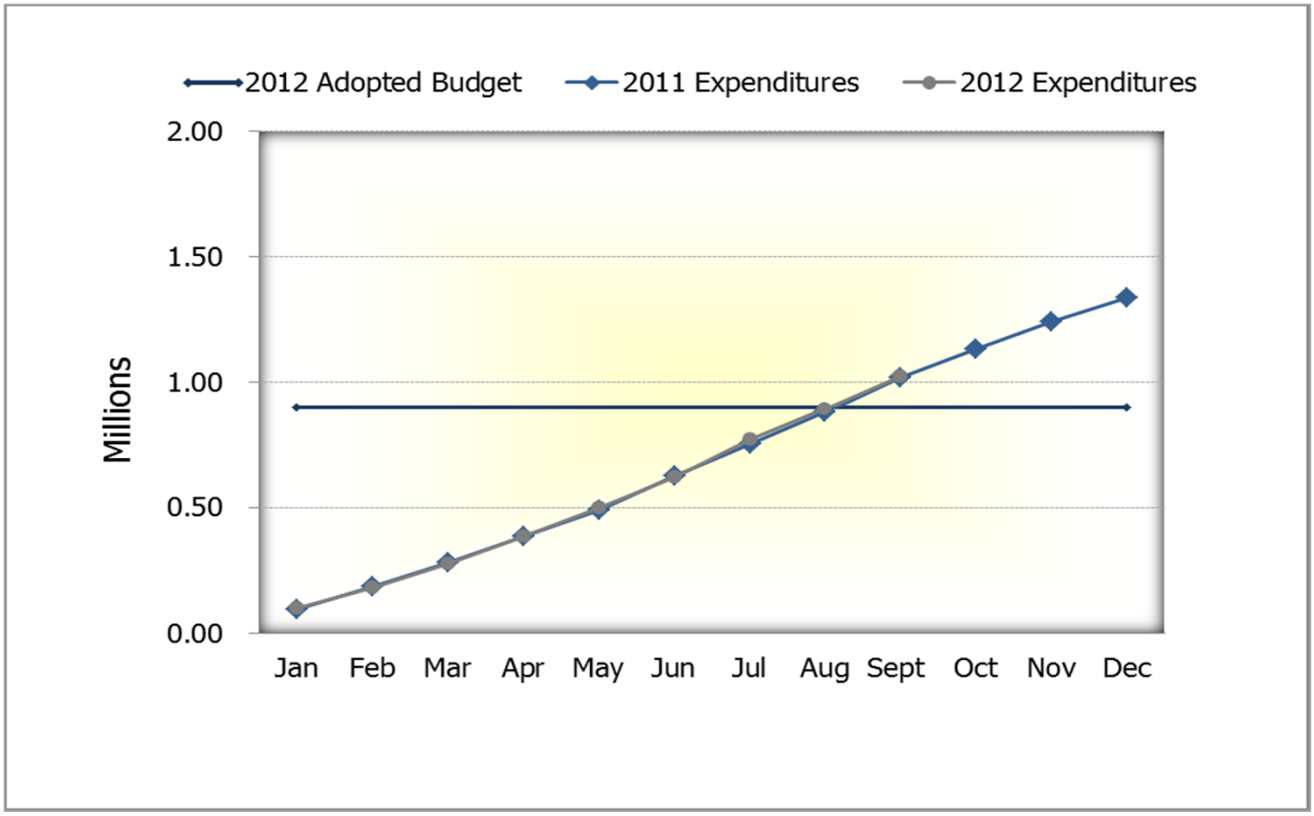
Hidalgo County

Department of Budget & Management

CO WIDE ELECTRICITY

2011 vs 2012

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	93,775.55	99,411.75
February	91,085.93	82,135.48
March	95,226.03	94,986.53
April	102,919.65	108,658.06
May	106,977.92	110,987.12
June	135,543.83	124,509.67
July	124,446.83	148,292.27
August	130,839.11	123,866.33
September	137,263.95	133,434.75
October	116,784.43	-
November	104,907.24	-
December	95,447.60	-
Total:	**1,335,218.07**	**1,026,281.96**



*Actual September Expenditures as of 10/31/12

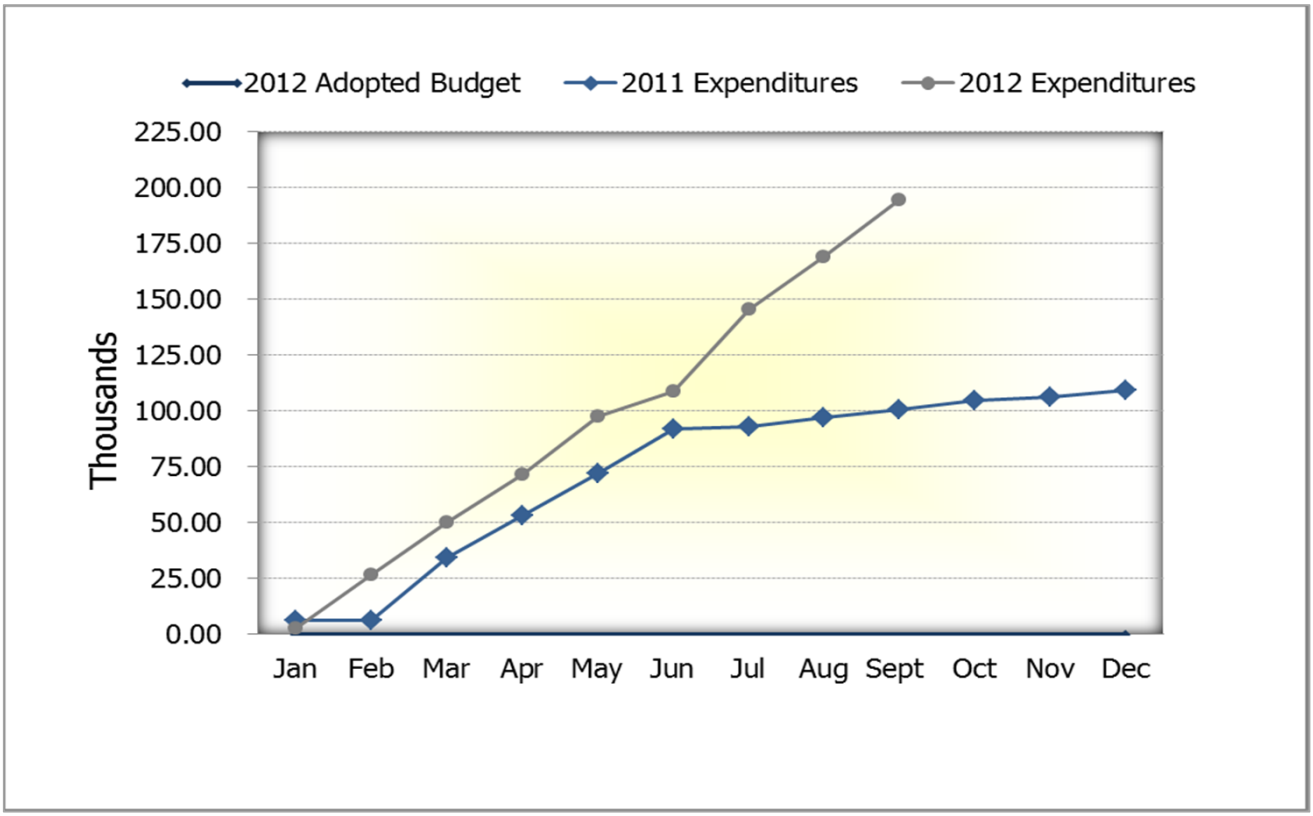
Hidalgo County

Department of Budget & Management

VISITING JUDGES

2011 vs 2012

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	612.85	2,562.21
February	-	23,984.11
March	33,277.10	23,213.90
April	19,144.64	21,491.56
May	18,726.21	26,001.72
June	19,835.98	11,452.00
July	1,225.87	36,574.81
August	4,168.73	23,722.64
September	3,217.61	25,099.65
October	4,073.13	-
November	1,498.98	-
December	3,158.41	-
Total:	**108,939.51**	**194,102.60**



*Actual September Expenditures as of 10/31/12

VISITING JUDGES
Fact Sheet

The Fifth Administrative Judicial Region [(1)]

The State of Texas is divided into nine administrative judicial regions. The office of the Fifth Administrative Judicial Region (5th AJR) is located in Brownsville, TX and currently serves eleven counties. The counties currently being served are Brooks, Cameron, Duval, *Hidalgo*, Jim Hogg, Jim Wells, Kennedy, Kleberg, Nueces, Starr, & Willacy.

(1) GC Sec. 74.042 (a) & (f)

Duties of the Presiding Judge of the 5th AJR[(2)]

The Hon. J. Rolando Olvera is the current Presiding Judge of the 5th AJR. The duties of the Presiding Judge of the 5th AJR and all AJRs include:

- Promulgating and implementing regional rules of administration
- Recommending changes to the Supreme Court for the improvement of judicial administration
- Assign visiting judges to hold court when necessary to dispose of accumulated
- Advising local judges on judicial management
- Act as local administrative judge in their absence

(2) GC Sec. 74.046 (1-8); GC Sec. 74.052 (a)

Qualifications to be a Visiting Judge[(3)]

The following judges may be assigned by the Presiding Judge of the administrative judicial region in which the assigned judge resides:

- An active district, constitutional county, or statutory county court judge in this state
- A senior judge who has consented to be subject to assignment
- A former district, or appellate judge, retired or former statutory probate judge,
- A former district, or appellate judge, retired or former statutory probate judge, before retirement was justice or judge of the supreme court, the court of criminal appeals, or a court of appeals
- An active judge or justice of the supreme court, the court of criminal appeals, or a court of appeals who has had trial court experience

***Note: A judge assigned by the Administrative Judge has all powers of the judge of the court to which he/she is assigned.**

(3) GC Sec. 74.054 (1-5)

Visiting Judge Compensation [(4)]

The salary of a retired judge or justice while assigned shall be paid out of money appropriated from the general revenue fund for that purpose in an amount equal to the compensation received from state and county sources of the judge of the court to which he is assigned. The salary of a retired judge or justice while assigned shall be determined pro rata for the period of time that the judge or justice actually sits as the assigned judge.

***Note: Assigned Visiting Judges submit the "Visiting Judge's Salary Claim" form to the State Comptroller's office, upon approval of the Presiding Judge listing every day or half days**

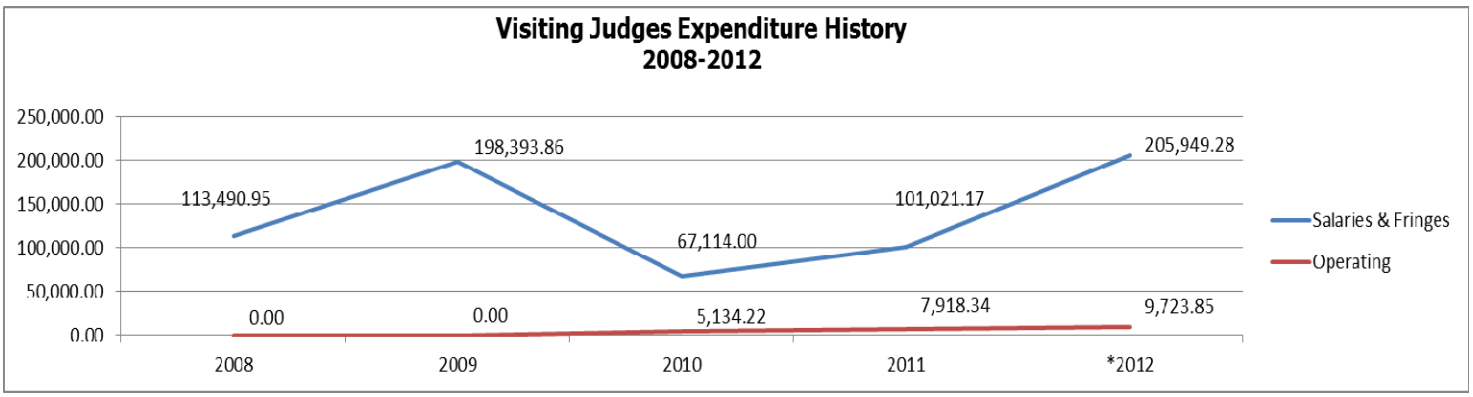
(4) GC Sec. 74.061 (c)

Five Year Expenditure History

Account No. / Description

1100-412-00-115-014-0-XXX / Visiting Judges

	2008	2009	2010	2011	2012
Salaries & Fringes	$113,490.95	$198,393.86	$67,114.00	$101,021.17	$205,949.28
Operating	-	-	$5,134.22	$7,918.34	$9,723.85
Total:	**$113,490.95**	**$198,393.86**	**$72,248.22**	**$108,939.51**	**$215,673.13**



Unemployment Reports

These reports illustrate a 3 year history of annual unemployment claim expenses, the definition of a base period claim, and current unemployment claims processed through the 3rd quarter of 2012 by department.

Hidalgo County

Annual Unemployment Claim Charges By Dept
3 Year History

Department	2010 Annual Charges	2011 Annual Charges	2012 Annual Charges thru 3rd Quarter
275th District Court	-	10,624	166
430th District Court	7,448	-	-
Adult Probation	65,191	55,942	34,583
Co Treasurer	1,176	196	294
Co. Judge	20,220	-	-
Constable Pct. 2	20,091	8,120	-
Constable Pct. 3	19,488	4,466	4,466
Constable Pct. 4	12,514	3,391	-
Constable Pct. 5	-	-	3,946
County Auditor	3,277	(3,408)	8,475
County Clerk	1,223	7,756	5,389
County Records Mgmt	104	-	-
District Attorney	4,569	32,916	19,351
District Clerk	23,298	30,912	17,355
Elections	33,197	18,323	16,606
Facilities Management	12,603	10,172	2,096
Health Dept	33,707	74,329	15,703
Human Resources	4,078	506	172
Human Services	4,440	7,771	-
IT Dept	(24)	-	1,524
Jail	59,501	27,027	4,692
JP 2 PL 1	4,540	3,069	2,400
JP 2 PL 2	231	1,538	466
JP 3 PL 1	3,168	3,443	-
JP 4 PL 1	-	6,280	-
JP 4 PL 2	6,714	7,131	410
Juvenile Probation	39,765	102,560	59,976
Pct. 1	258,324	87,758	47,708
Pct. 2	16,066	4,376	(180)
Pct. 3	2,341	7,876	6,955
Pct. 4	17,152	12,490	5,792
Planning Dept	969	12,867	-
Public Defender	4,096	6,436	-
Right of Way	-	4,980	5,810
Sheriff	42,654	68,456	102,514
Tax Office	14,545	4,191	3,264
Tx DPS	7,020	1,792	4,406
Urban County	2,744	6,156	5,712
WIC	33,790	67,761	14,539
Total	**$ 780,220**	**$ 698,202**	**$ 394,589**

UNEMPLOYMENT
Unpreventable Base Period

Unemployment compensation is usually paid on the basis of wages earned in the "base period".

Base Period

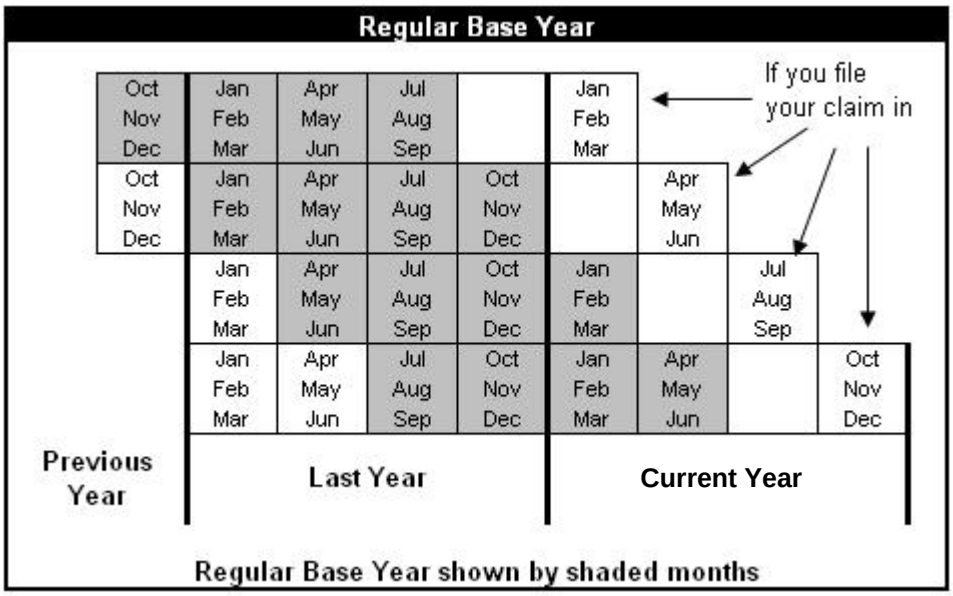
The “base period” is defined as the first 4 quarters of the last 5 completed calendar quarters of wages. The base period determines the wages that will be used to compute the claimant's benefit amounts and which employers will have potential chargeback or reimbursement liability for any benefits paid to the claimant

Base Period Employer

A "base period employer" is one the employee worked for in that period, who's account would be charged by the unemployment office through unemployment taxes.

Example:

- If the claim is filed in April, May or June of current year, the base period is January through December of the last year.
- If the claim is filed in July, August, or September of the current year, the base period is April through December of the previous year and January through March of the last year.
- If the claim is filed in October, November, or December of the current year, the base period is July through December of the last year and January through June of the current year.



Hidalgo County

Department of Budget & Management

Unemployment Claims Summary of Claims Processed

1st Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Sept 30, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
275th DC	1	0	0	1			1	0	11,076.00	-	11,076.00
449th DC	1	1	0	0	1			0	11,076.00	11,076.00	-
Adult Probation	1	1	0	0		1		0	1,682.30	-	1,682.30
Co. Clerk	2	2	0	0	2			0	16,874.30	16,874.30	-
District Clerk	1	1	0	0		1		0	9,901.29	-	9,901.29
Facilities Management	1	1	0	0	1			0	-	-	-
Jail	6	6	0	0	5	1		0	36,867.12	31,405.94	5,461.18
Juvenile Probation	2	0	1	1	1		1	0	2,257.36	-	2,257.36
Pct. 1	7	3	1	3	3	1	3	0	27,846.30	7,472.45	20,373.85
Pct. 2	1	1	0	0	1			0	1,121.69	1,121.69	-
Purchasing	1	1	0	0	1			0	11,076.00	11,076.00	-
Sheriff	5	1	2	2	3		2	0	47,789.55	30,596.63	17,192.92
WIC	2	1	0	1	1		1	0	13,927.35	6,704.10	7,223.25
Total	**31**	**19**	**4**	**8**	**19**	**4**	**8**	**0**	**$ 191,495.26**	**$ 116,327.11**	**$ 75,168.15**

Hidalgo County

Department of Budget & Management

Unemployment Claims Summary of Claims Processed

2nd Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Sept 30, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
Adult Probation	1	1				1		0	11,076.00	-	11,076.00
CCL #1	1	1			1			0	11,076.00	11,076.00	-
Co. Clerk	1			1			1	0	8,742.88	-	8,742.88
District Attorney	2	1		1		1	1	0	18,881.19	-	18,881.19
District Clerk	2	2			2			0	18,563.29	18,563.29	-
Health Adm	1			1			1	0	2,243.35	-	2,243.35
Health Clinics	2	2			2			0	15,667.79	15,667.79	-
Info Tech Dept	1		1		1			0	718.07	718.07	-
Jail	2		1	1			1	1	22,152.00	-	11,076.00
JP Pct. 3/Pl 1	1	1			1			0	-	-	-
Juvenile Probation	6	2	2	2	1	2	2	1	49,651.97	11,076.00	34,876.47
Pct. 1	4	3		1	2	1	1	0	27,996.37	15,095.27	12,901.10
Pct. 2	2	2			2			0	9,395.35	9,395.35	-
Sheriff	1	1			1			0	11,076.00	11,076.00	-
WIC	1			1			1	0	4,945.13	-	4,945.13
Total	**28**	**16**	**4**	**8**	**13**	**5**	**8**	**2**	**$ 212,185.39**	**$ 92,667.77**	**$ 104,742.12**

Hidalgo County

Department of Budget & Management

UNEMPLOYMENT CLAIMS SUMMARY OF CLAIMS PROCESSED

3rd Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Sept 30, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
Adult Probation	1	0	1	0		1		0	4,889.57	-	4,889.57
Co. Clerk	1	1	0	0	1			0	5,889.04	5,889.04	-
Constable Pct 5	2	2	0	0		2		0	18,204.66	-	18,204.66
District Clerk	1	0	0	1			1	0	6,870.89	-	6,870.89
Elections	2	1	0	1	1		1	0	8,403.84	6,819.09	1,584.75
Health Clinics	1	1	0	0		1		0	6,737.62	-	6,737.62
Information Technology	1	0	1	0		1		0	1,575.25	-	1,575.25
Jail	9	8	0	1	7	1	1	0	76,766.05	56,237.75	20,528.30
Juvenile Probation	5	3	2	0	3	1		1	35,198.35	17,103.88	9,509.63
Pct. 1	5	3	1	1	2	2	1	0	32,912.59	9,459.54	23,453.05
Pct. 4	1	1	0	0	1			0	8,505.01	8,505.01	-
Sheriff	4	1	0	3	1		3	0	24,102.23	11,076.00	13,026.23
Tax Office	2	2	0	0	2			0	13,491.88	13,491.88	-
WIC	4	4	0	0	3	1		0	20,075.74	17,277.14	2,798.60
Total	**39**	**27**	**5**	**7**	**21**	**10**	**7**	**1**	**$ 263,622.72**	**$ 145,859.33**	**$ 109,178.55**

General Fund- Deletion & Creation of Positions by Department

This report illustrates all deleted and created positions by department approved by Commissioners' Court for calendar year 2012.

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
SHERIFF	0364	CRIME VICTIM LIAISON	10	2	38,408.00	09/27/11
PCT. 4 PARKS	0011	PARK COORDINATOR II			37,109.00	09/27/11
PCT. 4 PARKS	0012	MAINTENANCE II			21,653.00	09/27/11
PCT. 4 CRC	0001	ADMINISTRATIVE ASSISTANT III			31,815.00	09/27/11
DISTRICT CLERK	0073	DEPUTY DISTRICT CLERK I	5	1	25,256.00	09/27/11
CO COMM	0033	ATTORNEY IV	18	1	68,687.00	09/27/11
CO COMM	0034	ATTORNEY IV	18	1	68,687.00	09/27/11
CO COMM	0035	ATTORNEY V	20	1	80,117.00	09/27/11
JP 4 PL 2	0011	CASE MANAGER I			16,500.00	09/27/11
JP 4 PL 2	0012	CASE MANAGER I			16,500.00	09/27/11
JP 1 PL 1	0006	CASE MANAGER I			16,500.00	09/27/11
JP 1 PL 2	0006	CASE MANAGER I			16,500.00	09/27/11
JP 3 PL 2	0007	CASE MANAGER I			16,500.00	09/27/11
CO. CLERKS	0070	ADMINISTRATIVE ASSISTANT IV	10	1	37,109.00	12/29/11
DISTRICT ATTORNEY	0098	ASSISTANT DA III	16	1	49,629.00	12/29/11
JP 4 PL 2	0011	CASE MANAGER II			37,000.00	12/29/11
JP 4 PL 2	0012	CASE MANAGER II			37,000.00	12/29/11
JP 4 PL 2	0013	CLERK			28,000.00	12/29/11
JP 4 PL 2	0014	CLERK			28,000.00	12/29/11
JAIL	0399	CAPTAIN			55,000.00	01/17/12
JAIL	0400	CAPTAIN			55,000.00	01/17/12
PUBLIC DEFENDER	0012	PUBLIC DEFENDER II	14	1	50,487.00	01/31/12
PUBLIC DEFENDER	0013	CLERK I	1	1	18,564.00	01/31/12
CO. JUDGE	0035	DIRECTOR, ECONOMIC DEVELOPMENT			68,000.00	02/07/12
CO. JUDGE	0036	CLERK II			21,653.00	02/07/12
DISTRICT ATTORNEY	0004	ATTORNEY II	14	1	50,487.00	02/21/12
PCT. 3 SANITATION	0041	TRUCK DRIVER III			32,000.00	02/28/12
CONSTABLE PCT. 2	0009	DEPUTY CONSTABLE			38,000.00	03/13/12
FIRE MARSHAL	0008	DEPUTY FIRE MARSHAL	10	1	37,109.00	03/13/12
COUNTY COURT AT LAW 1	T006	COURT CLERK			31,200.00	03/20/12
COUNTY COURT AT LAW 4	0006	BAILIFF			42,000.00	04/17/12
FACILITIES MANAGEMENT	0112	ADMINISTRATIVE ASSISTANT I	4	1	23,385.00	04/24/12
PCT. 2 PARKS	T026	ATTENDANT			17,992.00	04/24/12
PCT. 2 PARKS	T027	ATTENDANT			17,992.00	04/24/12
PCT. 2 PARKS	T028	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T029	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T030	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T031	LIFEGUARD			19,760.00	04/24/12
TAX OFFICE	0137	ACCOUNTANT I	8	1	31,815.00	05/29/12
SHERIFF	0369	DIVISION COMMANDER			75,000.00	06/05/12
COUNTY CLERK RECORD ARCHIVE	T015	ASSISTANT DEPUTY COUNTY CLERK	3	0	20,570.00	07/03/12
INFORMATION TECHNOLOGY	T035	GIS CLERK			18,720.00	07/03/12
INFORMATION TECHNOLOGY	T036	GIS CLERK			18,720.00	07/03/12
ELECTIONS	T138	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T139	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T140	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T141	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T142	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T143	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T144	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
PCT. 2 PARKS	0032	PARKS DIRECTOR			51,870.00	07/03/12
PCT. 2 PARKS	0033	CREW LEADER I			29,458.00	07/03/12

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
PCT. 2 PARKS	0034	CREW LEADER I			29,458.00	07/03/12
PCT. 2 PARKS	0035	CLERK III			25,256.00	07/03/12
SHERIFF	0370	CHIEF OF STAFF			75,000.00	07/10/12
TAX OFFICE	0138	INTERNAL AUDITOR III	13	1	46,747.00	07/31/12
TAX OFFICE	0139	DEPUTY CLERK III	9	1	34,360.00	07/31/12
PCT. 3 SANITATION	0042	MAINTENANCE I			28,000.00	08/07/12
PCT. 3 SANITATION	0043	MAINTENANCE I			28,000.00	08/07/12
VETERANS SERVICES	0008	ADMINISTRATIVE ASSISTANT I	4	1	23,385.00	08/21/12
ELECTIONS	0145	GIS OPERATOR III	12	1	43,284.00	08/21/12
DISTRICT ATTORNEY	0099	CRIMINAL INVESTIGATOR II	14	1	50,487.00	09/18/12
DISTRICT ATTORNEY	0100	CRIMINAL INVESTIGATOR II	14	1	50,487.00	09/18/12
COUNTY CLERKS	0071	COLLECTIONS ENFORCEMENT OFFICER III	7	1	29,458.00	09/18/12
HEALTH CLINICS	G129	CLERK II (COST ALLOCATION)	3	1	3,464.00	09/18/12
HEALTH CLINICS	G130	CLERK II (COST ALLOCATION)	3	1	4,331.00	09/18/12
Total:	**66**				**2,150,201.00**	

DELETIONS

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
PCT. 2 SANITATION	0009	TRUCK DRIVER II			(26,644.00)	09/27/11
PCT. 2 SANITATION	0018	MAINTENANCE I			(22,345.00)	09/27/11
PCT. 2 SANITATION	0020	MAINTENANCE WORKER I			(22,345.00)	09/27/11
ELECTIONS	0021	VOTER REGISTRATION SPECIALIST I	5	1	(25,256.00)	12/29/11
PCT. 3 SANITATION	0009	TRUCK DRIVER III			(28,000.00)	12/29/11
DISTRICT ATTORNEY	0037	ASSISTANT DA II	14	1	(49,629.00)	12/29/11
JP 4 PL 2	0006	ASSISTANT COURT COORDINATOR			(29,674.00)	12/29/11
JP 4 PL 2	0009	COURT CLERK			(25,932.00)	12/29/11
JP 4 PL 2	0011	CASE MANAGER I			(33,000.00)	12/29/11
JP 4 PL 2	0012	CASE MANAGER I			(33,000.00)	12/29/11
ELECTIONS	T128	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T129	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T130	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T131	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T132	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
CO. JUDGE	0030	ECONOMIC DEVELOPMENT PLANNER II			(63,000.00)	02/07/12
CO. JUDGE	0034	ADMINISTRATIVE AIDE II			(35,000.00)	02/07/12
DISTRICT ATTORNEY	0003	ATTORNEY IV	18	1	(68,687.00)	02/21/12
FIRE MARSHAL	0005	CHIEF DEPUTY FIRE MARSHAL	11	1	(40,078.00)	03/13/12
PCT. 3 SANITATION	0018	TRUCK DRIVER III			(28,000.00)	04/10/12
PCT. 3 SANITATION	0023	TRUCK DRIVER III			(26,144.00)	04/10/12
PCT. 3 SANITATION	0024	TRUCK DRIVER III			(26,144.00)	04/10/12
COUNTY COURT AT LAW 4	0005	ASSISTANT COURT COORDINATOR			(32,760.00)	04/17/12
FACILITIES MANAGEMENT	0091	ADMINISTRATIVE ASSISTANT IV	10	4	(41,006.00)	04/24/12
TAX OFFICE	0053	DEPUTY CLERK II	7	1	(29,458.00)	05/29/12
SHERIFF	0002	CHIEF DEPUTY			(85,000.00)	06/05/12
PCT. 2 SANITATION	0004	ATTENDANT			(27,020.00)	07/03/12
PCT. 2 SANITATION	0014	TRUCK DRIVER II			(24,236.00)	07/03/12
TAX OFFICE	0013	ACCOUNTANT III	12	3	(46,314.00)	07/31/12
TAX OFFICE	0033	BOOKKEEPER II	8	3	(34,043.00)	07/31/12
PCT. 3 SANITATION	0019	TRUCK DRIVER III			(28,000.00)	08/07/12
PCT. 3 SANITATION	0026	MAINTENANCE I			(24,880.00)	08/07/12
SHERIFF	0009	CHIEF ADMINISTRATOR	18	1	(68,687.00)	08/14/12
VETERANS SERVICES	0005	CLERK II	3	4	(23,927.00)	08/21/12
ELECTIONS	0086	ELECTIONS PROJECT COORDINATOR	10	1	(37,109.00)	08/21/12

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
COUNTY CLERKS	0026	ADMINISTRATIVE ASSISTANT III	8	1	(31,815.00)	09/18/12
HEALTH CLINICS	G080	CLERK III (COST ALLOCATION)	5	1	(3,999.00)	09/18/12
HEALTH CLINICS	G077	CLERK III (COST ALLOCATION)	5	1	(5,006.00)	09/18/12
Total:	**38**				**(1,214,318.00)**	
Grand Total:	**28**				**$ 935,883.00**	

General Fund-Vacancy Report

This report illustrates General Fund vacant positions as of September 30, 2012.

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of September 30, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
ELECTED OFFICIAL DEPARTMENTS					
389TH DC	COURT REPORTER			$77,356.00	100.00%
CO CLERK	ASSISTANT DEPUTY COUNTY CLERK	3	1	$21,653.00	100.00%
CO CLERK	EXECUTIVE ASSISTANT I	11	1	$40,078.00	100.00%
CO CLERK	COLLECTIONS ENFORCEMENT OFFICER II	7	1	$29,458.00	100.00%
CO JUDGE	CLERK II			$21,653.00	100.00%
CO JUDGE	MULTI MEDIA COORDINATOR			$60,949.00	100.00%
CO JUDGE	ADMINISTRATIVE AIDE II			$35,000.00	100.00%
CO TREASURER	PAYROLL CLERK II	7	6	$34,613.00	100.00%
CONSTABLE PCT.1	SENIOR DEPUTY CONSTABLE STEP I			$41,800.00	100.00%
CONSTABLE PCT.4	DEPUTY CONSTABLE STEP I			$38,000.00	100.00%
CONSTABLE PCT.5	CHIEF DEPUTY CONSTABLE I STEP I			$48,279.00	100.00%
CONSTABLE PCT.5	ADMINISTRATIVE ASSISTANT I	4	4	$25,839.00	100.00%
CRIM DA	CRIMINAL INVESTIGATOR II	14	1	$50,487.00	100.00%
CRIM DA	CRIMINAL INVESTIGATOR II	14	1	$50,487.00	100.00%
CRIM DA	ASSISTANT DISTRICT ATTORNEY II	14	1	$48,816.00	96.69%
CRIM DA	CRIMINAL INVESTIGATOR I	12	1	$43,284.00	100.00%
DA CIVIL LITIGATION	ATTORNEY IV	18	1	$68,687.00	100.00%
DOMESTIC RELATIONS OFFICE	DOMESTIC RELATIONS OFFICE DIRECTOR			$29,442.00	100.00%
JAIL	SR. DETENTION OFFICER STEP II			$34,667.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP II			$34,667.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP II			$31,516.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER			$29,232.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER			$29,232.00	100.00%
JAIL	SR. DETENTION OFFICER II			$34,667.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER DTEP I			$30,450.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JP PCT 4/PL 2	CASE MANAGER			$43,194.00	100.00%
PARKS PCT.2	CLERK III			$25,256.00	100.00%
PARKS PCT.2	CREW LEADER I			$29,458.00	100.00%
PARKS PCT.2	CREW LEADER I			$29,458.00	100.00%
PARKS PCT.2	EXECUTIVE ASSISTANT			$10,500.00	15.38%
SANITATION PCT.1	ACCOUNTS PAYABLE SPECIALIST I			$28,231.00	100.00%

SANITATION PCT.1	TRUCK DRIVER III			$27,552.00	100.00%
SANITATION PCT.1	ACCOUNTS PAYABLE CLERK			$34,817.00	100.00%
SANITATION PCT.2	SOLID WASTE ENFORCEMENT OFFICER			$36,480.00	100.00%
SANITATION PCT.2	EXECUTIVE ASSISTANT			$12,165.00	17.82%
SANITATION PCT.2	OFFICE CLERK			$28,894.00	100.00%
SANITATION PCT.3	HEAVY EQUIPMENT OPERATOR II			$28,000.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP II			$39,330.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	COMMUNICATIONS OFFICER	7	1	$29,458.00	100.00%
SHERIFF	COMMUNICATIONS OFFICER	7	0	$27,985.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP I			$41,800.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$0.00	0.00%
SHERIFF	SR. DEPUTY SHERIFF STEP III			$44,777.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	SERGEANT STEP I			$45,980.00	100.00%
TAX OFF	BOOKKEEPER I	6	3	$29,186.00	100.00%
TAX OFF	DEPUTY CLERK I	5	3	$27,024.00	100.00%
TAX OFF	DEPUTY CLERK I	5	1	$25,256.00	100.00%
		Total:		**$2,351,662.00**	
OTHER COUNTY DEPARTMENTS					
BUDGET & MANAGEMENT	BUDGET CLERK I	6	3	$29,186.00	100.00%
BUDGET & MANAGEMENT	PLANNING ANALYST I	10	4	$41,006.00	100.00%
BUDGET & MANAGEMENT	BUDGET ANALYST I	10	4	$41,006.00	100.00%
CHILD WELFARE	HUMAN SERVICES TECHNICIAN	5	3	$27,024.00	100.00%
ELECTIONS DEPT	VOTER REGISTRATION SPCLST I	5	0	$23,993.00	100.00%
ELECTIONS DEPT	FIELD SERVICE SPECIALIST II	10	1	$37,109.00	100.00%
EXECUTIVE OFFICE	ADMINISTRATIVE ASSISTANT III	8	1	$31,815.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE I	1	4	$20,514.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	3	$23,169.00	100.00%
FACILITIES MANAGEMENT	WELDER I	4	0	$22,216.00	100.00%
FACILITIES MANAGEMENT	ELECTRICIAN I	8	0	$30,224.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	2	$22,411.00	100.00%
HEALTH ADM	ELIGIBILITY SPECIALIST I	4	1	$23,385.00	100.00%
HEALTH ADM	ELIGIBILITY SPECIALIST I	4	2	$24,203.00	100.00%
HEALTH CLINICS	COURIER	2	7	$24,261.00	100.00%
HEALTH CLINICS	CLERK II	3	1	$3,464.00	16.00%
HEALTH CLINICS	BILLING SUPERVISOR	11	1	$40,078.00	100.00%
HEALTH CLINICS	CLINIC AIDE II	3	4	$23,927.00	100.00%
HEALTH CLINICS	CLERK II	3	1	$4,331.00	20.00%
HUMAN SERVICES	ELIGIBILITY SPECIALIST II	6	3	$29,186.00	100.00%
HUMAN SERVICES	ELIGIBILITY SPECIALIST II	6	1	$27,276.00	100.00%
HUMAN SERVICES	BILLING SPECIALIST II	3	5	$24,685.00	100.00%
INFORMATION TECHNOLOGY	ADMINISTRATIVE ASSISTANT II	6	6	$32,051.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$16,022.00	47.46%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$19,229.00	52.90%
JUV DET HM	JSO/ DETENTION OFFICER			$32,120.00	100.00%

JUV DET HM	JSO/ DETENTION OFFICER			$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$31,522.00	96.57%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	SHIFT SUPERVISOR			$48,943.00	97.76%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$34,279.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$32,120.00	100.00%
JUV DET HM	MAINTENANCE I			$25,236.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$34,279.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV PROB	PROBATION OFFICER			$1,375.00	3.38%
JUV PROB	ACCOUNTING CLERK			$32,603.00	100.00%
JUV PROB	JCCC ASST COOR			$3,250.00	8.61%
JUV PROB	PROBATION OFFI			$14,750.00	100.00%
JUV PROB	INTAKE CLERK			$41,400.00	100.00%
JUV PROB	PROBATION OFFICER			$37,000.00	94.16%
PUBLIC DEFENDER	CLERK I	1	1	$18,564.00	100.00%
PURCHASING	BUYER II	9	4	$37,969.00	100.00%
PURCHASING	ADMINISTRATIVE ASSISTANT II	6	4	$30,141.00	100.00%
PURCHASING	SURPLUS SPECIALIST	7	2	$30,489.00	100.00%
PURCHASING	CLERK II	3	1	$21,653.00	100.00%
TX AGRILIFE EXT	CEA-FR			$0.00	100.00%
TX DPS	ADMINISTRATIVE ASSISTANT I	4	4	$25,839.00	100.00%
VETERAN'S SRV	CLERK II	3	1	$21,653.00	100.00%
		Total:		**$1,463,338.00**	

Total Salaries:	**$3,815,000.00**
Elected Official Depts:	**65**
Other County Depts:	**49**
Total No. of Vacant Positions:	**114**

Road & Bridge Fund Balance

This report reflects road & bridge fund balance by precinct.

Hidalgo County

Department Of Budget & Management

Road & Bridge Fund Balance

As of Sep 30, 2012

	Pct. 1	Pct. 2	Pct. 3	Pct. 4
Beginning Fund Balance (as of 1/1/2012)	**$ 731,329.98**	**$ 5,207,965.14**	**$ 863,897.07**	**$ 605,641.57**
Appropriations/Adjustments	(723,096.88)	(5,207,965.14)	(857,818.31)	(605,641.57)
Ending Fund Balance (as of 9/30/2012)	**$ 8,233.10**	**$ -**	**$ 6,078.76**	**$ -**

Road & Bridge- Deletion & Creation of Positions by Department

This report illustrates all deleted and created positions by department approved by Commissioners' Court for calendar year 2012.

Hidalgo County

Department Of Budget & Management

ROAD & BRIDGE

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 4 RD MAINT	0069	DIRECTOR OF CONSTRUCTION	48,500.00	09/27/11
PCT. 4 RD MAINT	0071	PROGRAM MANAGER	58,888.00	09/27/11
PCT. 4 RD MAINT	0070	DIRECTOR OF OPERATIONS	68,825.00	09/27/11
PCT. 1 RD MAINT	0126	MAINTENANCE II	21,653.00	12/29/11
PCT. 1 RD MAINT	0127	MAINTENANCE II	21,653.00	12/29/11
PCT. 1 RD MAINT	0128	MAINTENANCE II	21,653.00	12/29/11
PCT. 3 RD MAINT	0084	TRUCK DRIVER III	32,000.00	12/29/11
PCT. 1 ADM	0017	ADMINISTRATIVE ASSISTANT III	35,157.00	01/10/12
PCT. 4 RD MAINT	0073	BUDGET ANALYST II	41,120.00	01/31/12
PCT. 2 RD MAINT	T081	HEAVY EQUIPMENT OPERATOR III	34,360.00	03/06/12
PCT. 2 RD MAINT	T082	HEAVY EQUIPMENT OPERATOR III	34,360.00	03/06/12
PCT. 2 RD MAINT	T083	MECHANIC I	23,385.00	03/06/12
CW MECH SHOP	T083	TRUCK DRIVER III	29,352.00	03/20/12
PCT. 3 RD MAINT	0087	CLERK III	28,000.00	04/10/12
PCT. 3 RD MAINT	0088	CLERK III	28,000.00	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0019	TRUCK DRIVER III	32,000.00	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0020	TRUCK DRIVER III	32,000.00	04/10/12
PCT. 3 RD MAINT	T089	OFFICE CLERK	18,720.00	07/03/12
PCT. 2 ADMINISTRATION	0014	PLANNING ANALYST I	37,109.00	07/17/12
PCT. 2 ADMINISTRATION	0015	ACCOUNTS PAYABLE SPECIALIST II	31,815.00	07/17/12
PCT. 2 RD MAINT	0084	ROAD CONSTRUCTION FOREMAN	46,747.00	07/17/12
PCT. 2 RD MAINT	0085	ROAD MAINTENANCE FOREMAN	46,747.00	07/17/12
PCT. 2 RD MAINT	0086	HEAVY EQUIPMENT OPERATOR IV/EXCAVAT	40,078.00	07/17/12
PCT. 2 RD MAINT	0087	CONSTRUCTION INSPECTOR	40,078.00	07/17/12
PCT. 2 RD MAINT	0088	ENGINEERING TECHNICIAN IV	40,078.00	07/17/12
PCT. 4 RD MAINT	0074	CLERK IV	29,458.00	07/17/12
PCT. 3 RD MAINT	T090	OFFICE CLERK	18,720.00	9/18/2012
Total:	**27**		**940,456.00**	

DELETIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 1 RD MAINT	0042	MAINTENANCE III	(27,562.00)	12/29/11
PCT. 1 RD MAINT	0048	TRUCK DRIVER III	(26,000.00)	12/29/11
PCT. 1 RD MAINT	0073	MAINTENANCE III	(33,600.00)	12/29/11
PCT. 1 RD MAINT	0099	CLERK I	(21,164.00)	12/29/11
PCT. 3 DRAIN IMPRV PRJ	0013	PIPE LAYER/ FITTER	(27,000.00)	12/29/11
PCT. 3 RD MAINT	0025	HEAVY EQUIPMENT OPERATOR III	(29,852.00)	12/29/11
PCT. 4 RD MAINT	0071	PROGRAM MANAGER	(58,888.00)	12/29/11
PCT. 4 DRAIN IMPRV PRJ	0033	SAFETY SPECIALIST	(36,060.00)	01/31/12

Hidalgo County

Department Of Budget & Management

ROAD & BRIDGE

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 3 RD MAINT	0044	TRUCK DRIVER I	(28,000.00)	04/10/12
PCT. 3 RD MAINT	0057	MAINTENANCE I	(28,000.00)	04/10/12
PCT. 3 RD MAINT	0076	TRUCK DRIVER III	(28,000.00)	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0011	LABORER - DRAINAGE/ CONSTRUCTION	(24,880.00)	04/10/12
PCT. 2 PARKS	0001	FOREMAN	(32,568.00)	07/03/12
PCT. 2 PARKS	0002	COMMUNITY RESOURCE CENTER COORDINA	(31,771.00)	07/03/12
PCT. 2 CRC	0004	COMMUNITY OUTREACH WORKER PROMOT(	(10,258.00)	07/03/12
PCT. 2 CRC	0005	COMMUNITY OUTREACH WORKER PROMOT(	(10,258.00)	07/03/12
PCT. 2 ADMINISTRATION	0003	SPECIAL PROJECTS/ PROGRAM MANAGER	(51,870.00)	07/17/12
PCT. 2 ADMINISTRATION	0004	RESEARCH AND DEVELOPMENT DIRECTOR	(49,039.00)	07/17/12
PCT. 2 ADMINISTRATION	0006	H.R. COORDINATOR	(43,680.00)	07/17/12
PCT. 2 ADMINISTRATION	0012	OFFICE CLERK	(18,564.00)	07/17/12
PCT. 2 RD MAINT	0010	HEAVY EQUIPMENT OPERATOR III	(35,548.00)	07/17/12
PCT. 2 RD MAINT	0013	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 2 RD MAINT	0017	MECHANIC II	(30,195.00)	07/17/12
PCT. 2 RD MAINT	0025	HEAVY EQUIPMENT OPERATOR II	(28,356.00)	07/17/12
PCT. 2 RD MAINT	0031	HEAVY EQUIPMENT OPERATOR II	(26,828.00)	07/17/12
PCT. 2 RD MAINT	0036	MAINTENANCE II	(24,840.00)	07/17/12
PCT. 2 RD MAINT	0039	MAINTENANCE I	(23,753.00)	07/17/12
PCT. 2 RD MAINT	0056	TIRE REPAIR	(23,840.00)	07/17/12
PCT. 2 RD MAINT	0062	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 2 RD MAINT	0063	HEAVY EQUIPMENT OPERATOR II	(26,828.00)	07/17/12
PCT. 2 RD MAINT	0066	HEAVY EQUIPMENT OPERATOR I	(24,360.00)	07/17/12
PCT. 2 RD MAINT	0067	HEAVY EQUIPMENT OPERATOR I	(24,360.00)	07/17/12
PCT. 2 RD MAINT	0069	TRUCK DRIVER II	(26,059.00)	07/17/12
PCT. 2 RD MAINT	0070	TRUCK DRIVER II	(26,059.00)	07/17/12
PCT. 2 RD MAINT	0074	MAINTENANCE I	(22,703.00)	07/17/12
PCT. 2 RD MAINT	0075	SURVEYOR TECHNICIAN	(36,750.00)	07/17/12
PCT. 2 RD MAINT	0076	SURVEYOR TECHNICIAN	(36,750.00)	07/17/12
PCT. 2 RD MAINT	0077	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
Total:	**38**		**(1,138,253.00)**	
Grand Total:	**(11)**		**$ (197,797.00)**	

Road & Bridge-Vacancy Report

This report illustrates Road & Bridge vacant positions as of September 30, 2012.

Hidalgo County

Department of Budget & Management

Road & Bridge Vacancy Report

As of September 30, 2012

Department Name	Position Title	Budgeted Salary	Comp %
COUNTYWIDE MECHANIC SHOP	MECHANIC III	$31,195.00	100.00%
PCT 1 DRAIN IMPRV PRJ	LABORER-DRAINAGE/CONSTRUCTION	$22,000.00	100.00%
PCT 1 ROAD MAINTENANCE	ADMINISTRATIVE ASSISTANT V	$49,000.00	100.00%
PCT 1 ROAD MAINTENANCE	MAINTENANCE III	$31,190.00	100.00%
PCT 1 ROAD MAINTENANCE	TRUCK DRIVER III	$23,985.00	100.00%
PCT 2 ADMINISTRATION	ACCOUNTS PAYABLE SPECIALIST II	$31,815.00	100.00%
PCT 2 ADMINISTRATION	PLANNING ANALYST I	$37,109.00	100.00%
PCT 2 ADMINISTRATION	EXECUTIVE ASSISTANT	$45,585.00	66.79%
PCT 2 ROAD MAINTENANCE	ROAD CONSTRUCTION FOREMAN	$46,747.00	100.00%
PCT 2 ROAD MAINTENANCE	MECHANIC I	$28,500.00	100.00%
PCT 2 ROAD MAINTENANCE	TRAFFIC SAFETY SPECIALIST I	$22,345.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$22,703.00	100.00%
PCT 2 ROAD MAINTENANCE	CONSTRUCTION INSPECTOR	$40,078.00	100.00%
PCT 2 ROAD MAINTENANCE	ROAD MAINTENANCE FOREMAN	$46,747.00	100.00%
PCT 2 ROAD MAINTENANCE	TRUCK DRIVER II	$26,059.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$23,753.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$22,703.00	100.00%
PCT 2 ROAD MAINTENANCE	ASSISTANT FIELD OPERATIONS DIRECTOR	$39,578.00	100.00%
PCT 2 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR III	$34,670.00	100.00%
PCT 2 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$30,384.00	100.00%
PCT 2 ROAD MAINTENANCE	TRUCK DRIVER III	$28,535.00	100.00%
PCT 2 ROAD MAINTENANCE	TRF SA/SPC III	$26,991.00	100.00%
PCT 3 ROAD MAINTENANCE	CLERK III	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	MAINTENANCE II	$32,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR I	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR I	$28,000.00	100.00%
PCT 4 ROAD MAINTENANCE	RIGHT OF WAY AGENT V	$64,066.00	100.00%
PCT 4 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$24,829.00	100.00%
	Total Salaries:	**$944,567.00**	

Total No. of Vacant Positions: **29**



MONTHLY BUDGET REPORTS

December 11, 2012

Department of Budget & Management

"Commitment to Excellence"

Table of Contents

DEPARTMENT OF BUDGET & MANAGEMENT

MONTHLY BUDGET REPORT

GENERAL FUND

General Fund – Summary of Revenues & Expenditures……1-4

General Fund – Tax Collection Report……5-6

General Fund – JP Revenue Collection Reports……7-9

Contingency Account – Detail ……10-18

General Fund Expenditure Analysis……19-25

Unemployment Reports ……26-31

General Fund – Deletion & Creation of Positions by Department……32-35

General Fund – Vacancy Report ……36-39

ROAD & BRIDGE REPORTS

Road & Bridge Fund Balance ……40-41

Road & Bridge Deletion & Creation of Positions by Department ……42-44

Road & Bridge Vacancy Report ……45-46

General Fund – Summary of Revenues & Expenditures

These reports illustrate a summary and detail of original and adjusted budgets in comparison to actual expenditures as of October 31, 2012.

Hidalgo County

Department Of Budget & Management

2012 ADJUSTED BUDGET

As of October 31, 2012

Revenues

Date	2012 Estimated Revenues	$ 158,239,101.00
01/17/12	Sheriff's Office gasoline reimbursement from the Tax Office Spec. Veh. Inventory Acct.	16,000.00
09/18/12	Appropriation of new source of General Fund revenue certified by Co. Auditor on 9-4-12 to the Co. Wide Adm.-Contingency account	421,866.00
	Adjusted Revenues as of October 31, 2012:	**$ 158,676,967.00**

Expenditures

Date	2012 Adopted Budget	$ 166,749,693.00
12/29/2011	Drug Court appropriation from reserve account to fund creation of Adult Supervision Officer position.	56,438.24
12/29/2011	County Clerk Record Archive appropriation from reserve account to fund extension of temporary Asst. Deputy Co. Clerk position.	11,090.00
1/1/2012	Prior Approved Carryovers (Various Grant Funds)	880,725.86
1/17/2012	Sheriff's Office gasoline reimbursment from Tax Office Spec. Vehicle Inventory Acct.	16,000.00
2/7/2012	County Clerk Record Archive appropriation from reserve account to fund restoration and preservation svcs for historical record books.	1,170,921.60
3/27/2012	Interfund transfer from G/F Transfers Out to Health Grants to fund 10% cash match required for the Public Health Emergency Preparedness grant	17,267.00
4/10/2012	Appropriation of Designated F/B for Jail repairs in relation to Landmark case	42,000.00
7/10/2012	Appropriation of Designated F/B for Jail repairs in relation to Landmark case	3,827,336.23

Hidalgo County

Department Of Budget & Management

2012 ADJUSTED BUDGET

As of October 31, 2012

8/21/2012	Appropriation from Economic Development reserve account to fund the Child Advocacy Center d/b/a Estrella's House funding request	50,000.00
9/4/2012	Appropriation from the Drug Court reserve account to fund salaries & fringes for the Drug Court	1,000.00
9/18/2012	Appropriation of new source of General Fund revenue certified by Co. Auditor on 9-4-12 to the Co. Wide Adm.-Contingency account	421,866.00
	Adjusted Budget as of October 31, 2012:	**$ 173,244,337.93**

Hidalgo County

Department of Budget & Management

Summary of General Fund Revenues & Expenditures

Total by Function

As of October 31, 2012

Revenues

Function	Function Name	Original Budget	Adjusted Budget	Actual Revenues
311	General Property Taxes	134,648,144	134,648,144	135,882,128
319	Penalties & Interest on Delinq Taxes	4,359,258	4,359,258	4,371,877
321	Business Licenses & Permits	50,000	50,000	136,610
331	Federal Government Grants	360,000	365,175	91,384
334	State Government Grants	845,000	925,000	1,018,450
335	State Government Shared Revenues	4,193,000	4,193,000	4,609,131
341	General Government	10,143,699	10,276,049	8,643,677
342	Public Safety	1,556,000	1,556,075	1,424,999
345	Health	255,000	255,000	300,665
347	Culture-Recreation	15,000	15,000	34,599
351	Fines	285,000	288,560	322,557
360	Miscellaneous	863,500	863,500	808,619
361	Investment Earnings	520,500	520,627	120,812
362	Rents & Royalties	145,000	145,000	15,293
363	Escheats	-	163,324	163,324
391	Interfund Transfer In	-	16,000	16,000
392	Proceeds of Capital Asset Dispositions	-	37,256	338,280
Total:		**$ 158,239,101**	**$ 158,676,967**	**$ 158,298,405**

Expenditures

Function	Function Name	Original Budget	Adjusted Budget	Actual Expenditures
412	Judicial	30,273,995	30,535,465	23,028,010
413	Executive	2,781,854	2,588,756	1,977,853
414	Elections	2,198,353	2,314,063	1,645,881
415	Financial Administration	25,014,902	24,788,015	18,613,664
419	Other	8,973,416	9,343,551	7,649,329
421	Police	26,184,646	26,550,744	19,601,099
422	Fire	1,950,703	1,772,801	948,713
423	Corrections	32,372,964	36,994,875	25,663,020
429	Other Protection	456,355	465,397	324,018
432	Sanitation	4,763,924	5,365,156	4,181,420
441	Health	6,321,127	6,227,608	4,691,351
444	Welfare	10,883,947	10,877,102	7,655,947
451	Recreation	406,887	507,887	434,073
452	Parks	3,219,827	3,003,532	1,920,062
455	Libraries	237,140	237,140	237,141
461	Conservation	965,056	925,264	677,389
463	Urban Redevelopment & Housing	-	12,500	9,533
466	Economic Opportunity	431,833	442,434	323,560
491	Interfund Transfers Out	9,312,764	10,292,048	7,628,728
Total:		**$ 166,749,693**	**$ 173,244,338**	**$ 127,210,793**

General Fund Tax Collection Report

This report illustrates actual monthly tax collections.

HIDALGO COUNTY

Tax Collection Analysis - Co Wide

Fiscal Year to Date - October 31, 2012

	2012 Tax Roll Receivable	2011 Tax Roll Receivable	2010 & Prior Taxes Receivable	Totals
Levy Amount:				
As of October 1, 2012	$ 159,570,083.70			$ 159,570,083.70
As of October 1, 2011		$ 158,157,251.97		158,157,251.97
As of January 1, 2012			$ 29,594,151.06	29,594,151.06
Totals				347,321,486.73
Year-to-Date Modifications	557.55 *	(356,897.27) *	(363,158.82) **	(719,498.54)
Adjusted Levy to Date	159,570,641.25	157,800,354.70	29,230,992.24	346,601,988.19
Less Collections:				
October '11	-	645,811.27	-	645,811.27
November	-	10,212,460.94	-	10,212,460.94
December	-	50,057,718.60	-	50,057,718.60
January '12	-	62,846,691.19	885,803.60	63,732,494.79
February	-	11,540,449.14	1,262,055.84	12,802,504.98
March	-	5,505,595.78	1,154,006.49	6,659,602.27
April	-	2,175,246.54	731,908.03	2,907,154.57
May	-	1,827,809.69	607,681.28	2,435,490.97
June	-	2,247,727.29	771,081.62	3,018,808.91
July	-	942,951.90	412,258.85	1,355,210.75
August	-	841,997.22	546,013.66	1,388,010.88
September	-	487,125.35	371,224.75	858,350.10
October	78,992.95	469,469.25	459,463.02	1,007,925.22
November	-	-	-	-
December	-	-	-	-
Total Collections	78,992.95	149,801,054.16	7,201,497.14	157,081,544.25
Total Taxes Receivable	159,491,648.30	7,999,300.54	22,029,495.10	189,520,443.94
Tax Roll as of 10/31/12	$ 159,491,648.30	$ 7,999,300.54	$ 22,029,495.10	$ 189,520,443.94
	0.00	0.00	0.00	0.00
Taxes Receivable	99.95%	5.07%	75.36%	54.68%
Taxes Collected * **	**0.05%**	**94.93%**	**24.64%**	**45.32%**
'10 Roll Coll. as of 10/31/11	0.41%	94.06%	25.27%	45.65%
'09 Roll Coll. as of 10/31/10	0.31%	93.32%	27.23%	45.43%
'08 Roll Coll. as of 10/31/09	0.30%	92.64%	25.23%	44.74%
'07 Roll Coll. as of 10/31/08	1.35%	93.21%	25.91%	44.28%
'06 Roll Coll. as of 10/31/07	0.00%	93.14%	29.10%	42.51%
'05 Roll Coll. as of 10/31/06	0.18%	92.29%	28.03%	42.44%
'04 Roll Coll. as of 10/31/05	0.00%	91.92%	26.02%	42.56%
'03 Roll Coll. as of 10/31/04	2.25%	91.84%	27.35%	42.77%
'02 Roll Coll. as of 10/31/03	2.40%	91.24%	26.50%	43.35%
'01 Roll Coll. as of 10/31/02	1.34%	90.44%	25.45%	39.97%
'00 Roll Coll. as of 10/31/01	0.04%	89.66%	21.99%	39.77%

* Modifications are made from adjustments submitted by the appraisal district.

** Aside from regular modifications, delinquent adjustments include the addition of rollback taxes to the tax roll.

*** Collections and Receivable percentages are in relation to Adjusted Tax Levy, not Original Levy.

General Fund
JP Revenue Collection Reports

These reports illustrate a history of JP revenue collections along with current YTD collections totaled by Justice of the Peace.

Hidalgo County

Department of Budget & Management

ANNUAL JP COLLECTION REPORT

4 Year History

JP Name	Pct/Place	2009	2010	2011	2012 YTD
Gilbert Saenz	Pct 1 Place 1	583,793.02	655,148.55	697,423.66	351,944.43
Jesus Morales	Pct 1 Place 2	340,044.98	398,074.10	407,771.94	194,000.30
Bobby Contreras	Pct 2 Place 1	879,475.23	804,561.92	973,484.81	169,398.41
Rosa Treviño	Pct 2 Place 2	944,330.16	811,219.41	931,526.96	339,678.04
Luis J. Garza	Pct 3 Place 1	935,155.41	874,947.95	796,265.57	290,911.77
Ismael Ochoa	Pct 3 Place 2	923,758.65	823,697.95	956,621.55	237,348.86
Charlie Espinoza	Pct 4 Place 1	1,597,415.46	1,615,613.55	1,534,472.36	589,816.89
Homer Jasso	Pct 4 Place 2	915,680.45	726,744.42	185,775.75	35,703.55
Speedy Jackson	Pct 5 Place 1	219,950.31	185,693.20	237,895.94	112,188.54
	Total:	**$ 7,339,603.67**	**$ 6,895,701.05**	**$ 6,721,238.54**	**$ 2,320,990.79**

Hidalgo County

Department of Budget & Management

Justice of the Peace

Monthly Collection Report

As of October 31, 2012

	JP 1		JP 2		JP 3		JP 4		JP 5
Month	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**	**Place 2**	**Place 1**
January	65,016.55	30,616.85	-	75,865.90	-	68,908.95	107,630.04	16,238.90	30,872.69
February	87,849.05	56,525.75	73,758.66	112,914.50	77,627.44	-	147,845.50	-	36,678.47
March	70,369.25	45,466.05	-	74,737.39	73,356.56	80,279.70	130,202.05	19,464.65	26,450.37
April	59,924.13	30,779.15	95,639.75	76,160.25	60,692.76	-	95,299.25	-	-
May	68,785.45	30,612.50	-	-	79,235.01	88,160.21	108,840.05	-	18,187.01
June	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-	-	-
November									
December									
Total	**$ 351,944.43**	**$ 194,000.30**	**$ 169,398.41**	**$ 339,678.04**	**$ 290,911.77**	**$ 237,348.86**	**$ 589,816.89**	**$ 35,703.55**	**$ 112,188.54**

* The last collections report submitted for Commissioners' Court approval was for some of the August 2012 JP Collections

Contingency Account - Detail

This report illustrates the transfers in and transfers out of the County Wide-Contingency account in detail. The Contingency account is a budgetary reserve set-aside for emergencies or unforeseen expenditures.

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
Transfers In:			
01/01/12	JE-20000	Original Budget	32,309.04
12/29/11	AI-30331	Co. Wide Adm.- Other	751,000.00
12/29/11	AI-30096	Co. Auditor	5,348.48
01/10/12	AI-30358	Budget & Management	3,750.00
01/11/12	JE-20070	From General Litigation	50,000.00
01/12/12	JE-20075	From Humane Society, Donna Museum, Child Advocacy Ctr,Tx DPS Rent	132,973.08
01/23/12	JE-20142	Co Wide Adm- Gasoline/Diesel	81,518.40
01/26/12	JE-20195	Co Wide Adm- Gasoline/Diesel	40,000.00
01/30/12	JE-20215	Co Wide Adm- Gasoline/Diesel	102,000.00
02/03/12	JE-20287	Co Wide Adm- Gasoline/Diesel	110,000.00
02/22/12	JE-20501	Co Wide Adm- Gasoline/Diesel	10,000.00
02/24/12	JE-20508	Co Wide Adm-Electricity	105,864.00
02/24/12	JE-20508	Co Wide Adm- Gasoline/Diesel	45,000.00
02/27/12	JE-20511	Co Wide Adm-Electricity	36,000.00
02/27/12	JE-20548	Co Wide Adm-Electricity	47,000.00
03/09/12	JE-20744	Co Wide Adm-Gasoline/Diesel & Ele	34,527.04
03/15/12	JE-20868	Co Wide Adm-Arch & Eng Srv	60,000.00
03/16/12	JE-20871	Co Wide Adm-Arch & Eng Srv	30,000.00
04/10/12	JE-21215	Salary Sweep	929,943.46
06/29/12	JE-22399	General Litigation	141,669.00
07/10/12	JE-22619-22	Salary & Fringe Sweep	1,318,140.04
08/10/12	JE-23277	Rural Ambulance	26,378.99
08/15/12	JE-23345	Gen Fund-Appraisal Fees	71,091.00
08/22/12	JE-23471	Co Wide Adm-Arch & Eng Srv	63,202.33
09/04/12	JE-23797	Salary Sweep	550,943.72
09/11/12	JE-23879	JAIGB	1,065.22
09/18/12	JE-24053	New Source Revenue	421,866.14
09/25/12	JE-24220	Public Defender-Juvenile Section	20,000.00
10/09/12	JE-24508	Salary Sweep	456,520.74
10/12/12	JE-24548	Tx DPS	24,366.92

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
10/12/12	JE-24553	CCL# 8	178,726.00
10/23/12	JE-24790	Various Fire Depts	175,387.50
10/26/12	JE-24867	Public Defense	185,243.00
Total Transfers In:			**6,241,834.10**
Transfers Out:			
12/29/11	JE-23338	Constable Pct. 3	(29,661.00)
12/29/11	AI-30226	County Clerk	(48,016.74)
12/29/11	AI-30326	Information Technology	(20,168.11)
12/29/11	AI-30321	Elections	(47,500.64)
12/29/11	AI-30317	Sheriff	(8,799.26)
12/29/11	AI-29859	Various Depts	(421,965.64)
12/29/11	AI-30328	JP's	(107,345.81)
12/29/11	AI-30283	Constable Pct 5	(9,373.60)
01/10/12	AI-30359	Executive Office	(3,750.00)
01/23/12	JE-20143	430th DC	(81,518.40)
01/18/12	JE-20138	Mailing Services	(10,968.00)
01/10/12	AI-30417	Master Court	(2,000.00)
01/10/12	JE-20055	430th DC	(40,759.20)
01/12/12	JE-20069	Insurance	(50,000.00)
01/17/12	AI-30557	Jail	(132,973.08)
01/13/12	JE-20102	Co Wide Adm-Other Prof Srv	(3,000.00)
01/25/12	JE-20191	Urban County	(5,000.00)
01/26/12	JE-20198	Co Wide Adm-Mgmt Consulting Srv	(36,815.00)
01/26/12	JE-20198	Co Wide Adm-Property Insurance	(1,578.74)
01/26/12	JE-20198	Co Wide Adm-Custodial	(1,440.00)
01/26/12	JE-20198	Co Wide Adm-Water/Sewerage	(462.54)
01/26/12	JE-20199	JP Pct 5/Pl 1	(4,445.00)
01/31/12	AI-30823	Public Defender	(82,695.40)
01/31/12	AI-30831	Planning Dept	(8,362.03)
02/07/12	AI-30847	Tax Office	(1,601.17)
02/08/12	JE-20340	Facilities Management	(5,000.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
02/13/12	JE-20387	Public Defender	(3,307.00)
02/14/12	AI-30990	Various Depts	(104,912.95)
02/14/12	AI-30854	Co Wide Adm-Travel Out of County	(2,808.98)
02/14/12	JE-20391	Public Defender	(2,300.00)
02/21/12	AI-31119	Predatory Animals	(2,400.00)
02/17/12	JE-20469	Constable Pct 2	(3,500.00)
02/21/12	JE-20470	Co Comm	(7,600.00)
02/21/12	AI-31023	Urban County	(2,500.00)
02/22/12	JE-20503	DA's Civil Litigation	(14,282.59)
02/22/12	JE-20504	Constable Pct 5	(9,800.00)
02/24/12	JE-20510	Co Wide Adm-Arch & Eng Srv	(105,864.00)
02/24/12	JE-20509	Executive Office	(1,041.00)
02/27/12	JE-20549	Various Depts	(6,624.72)
02/28/12	JE-20574	Pct 3 Sanitation	(35,387.98)
02/29/12	JE-20602	Co Wide Adm-Property Insurance	(789.37)
02/29/12	JE-20602	Co Wide Adm-Bldg & Othr Struc R&	(359.10)
02/29/12	JE-20602	Co Wide Adm-Custodial	(1,439.73)
02/29/12	JE-20602	Co Wide Adm-Water/Sewerage	(617.04)
02/29/12	JE-20601	Constable Pct 5	(5,300.00)
03/06/12	JE-20705	Jail	(972.85)
03/01/12	JE-20625	Historical Commission	(1,000.00)
03/06/12	JE-20703	Tropical Tx Center MHMR	(41,078.00)
03/13/12	JE-20954	District Attorney	(3,916.85)
03/12/12	JE-20745	Pct 3 Sanitation	(22,815.45)
03/12/12	JE-20746	Pct. 3 Parks	(13,457.96)
03/12/12	JE-20763	Co Wide Adm-Property Insurance	(789.37)
03/12/12	JE-20763	Co Wide Adm-Pest Control	(194.85)
03/13/12	JE-20917	CCL#1	(8,920.51)
03/15/12	JE-20869	Traffic Engineering	(8,102.40)
03/15/12	JE-20868	Co Wide Adm-Other Prof Srv	(18,258.96)
03/15/12	JE-20868	Co. Wide Adm-Aid to Govt Agency	(240.00)
03/27/12	JE-20991	Constable Pct. 2	(39,480.79)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
03/20/12	JE-20916	Co Comm	(30,000.00)
03/23/12	JE-20943	Public Defender	(1,306.80)
04/03/12	JE-21142	Pct. 2 Sanitation	(2,335.00)
04/05/12	JE-21163	Pct. 1 CRC	(5,730.00)
04/10/12	JE-21668	City of Mcallen Animal Control	(50,000.00)
04/12/12	JE-21252	Insurance	(33,870.42)
04/17/12	JE-21273	Co Wide Adm-Office & Compu Supp	(7,757.39)
04/17/12	JE-21279	Pct. 1 Sanitation	(199,766.00)
04/17/12	JE-21279	Pct. 2 Sanitation	(34,850.00)
04/17/12	JE-21279	Pct. 3 Sanitation	(46,880.00)
04/17/12	JE-21279	Pct. 4 Sanitation	(78,337.00)
04/24/12	JE-21377	Executive Office	(2,000.00)
04/24/12	JE-21374	Co Wide Adm Law Enforcement	(3,302.00)
04/24/12	JE-21375	Donna Museum	(40,000.00)
04/24/12	JE-21376	Historical Museum	(100,000.00)
05/01/12	JE-21496	Constable Pct. 4	(623.00)
05/04/12	JE-21551	DA's Civil Litigation	(22,940.00)
05/08/12	JE-21620	Co Comm	(24,601.20)
05/08/12	JE-21619	Public Defender	(5,835.00)
05/14/12	JE-21668	Visiting Judges	(50,000.00)
05/16/12	JE-21722	Co Wide Adm-Land & Bldg Rentals	(41,600.00)
05/17/12	JE-21745	Insurance	(1,392.91)
05/22/12	JE-21800	IT Countywide	(16,185.00)
05/24/12	JE-21859	Co Comm	(1,892.40)
05/23/12	JE-21849	JP Pct. 4/Pl 1	(2,444.00)
05/29/12	JE-21863	Tax Office	(206.90)
05/29/12	JE-21870	Constable Pct. 3	(1,882.46)
05/29/12	JE-21873	Constable Pct. 1	(969.00)
06/04/12	JE-22028	Constable Pct. 3	(1,300.00)
06/12/12	JE-22150	Co Wide Adm-Land & Bldg Rentals	(12,105.00)
06/12/12	JE-22172	Sheriff	(15,038.31)
06/13/12	JE-22182	Co. Wide Adm.-Other Services	(50,000.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
06/18/12	JE-22259	Co Wide Adm-Land & Bldg Rentals	(12,000.00)
06/15/12	JE-22231	Co. Wide Adm.-Other Services	(3,711.08)
06/22/12	JE-22296	Co. Wide Adm.-Other Services	(10.28)
06/25/12	JE-22323	Urban County	(5,000.00)
06/26/12	JE-22332	Various Depts	(1,800.00)
06/26/12	JE-22372	Planning Dept	(5,570.00)
06/26/12	JE-22373	Human Services	(28,009.00)
06/26/12	JE-22374	Constable Pct. 4	(839.00)
06/26/12	JE-22336	Co. Wide Adm.-Other Services	(25,000.00)
07/02/12	JE-22400	Pct. 1 Sanitation	(55,000.00)
07/03/12	JE-22493	Constable Pct. 1	(823.00)
07/03/12	JE-22494	Constable Pct. 2	(1,598.00)
07/03/12	JE-22495	Constable Pct. 5	(1,532.00)
07/03/12	JE-22496	Sheriff's Office	(450.50)
07/03/12	JE-22501	IT	(20,168.11)
07/03/12	JE-22502	Jail	(66,500.90)
07/10/12	JE-22623	Sheriff's Office	(44,428.15)
07/13/12	JE-22678	Co. Wide Adm-Other Prof Srv	(4,000.00)
07/17/12	JE-22733	Co. Wide Adm-Land & Bldg Rentals	(70,295.00)
07/17/12	JE-22745	Jail	(650,000.00)
07/17/12	JE-22744	Insurance	(2,263.00)
07/17/12	JE-22743	Pct. 1-4 Sanitation	(409,000.00)
07/20/12	JE-22826	Co Comm	(2,000.00)
07/24/12	JE-22852	Tx Agrilife	(3,950.00)
07/24/12	JE-22830	Constable Pct. 5	(2,823.65)
07/27/12	JE-22947	Co. Wide Adm-Land & Bldg Rentals	(47,200.00)
07/27/12	JE-22949	Visiting Judges	(40,000.00)
07/31/12	JE-23055	Sheriff	(3,500.00)
08/03/12	JE-23141	Co Treasurer	(3,218.00)
08/07/12	JE-23206	Purchasing	(1,625.00)
08/09/12	JE-23263	Transfer Out- Health Grant	(2,252.00)
08/10/12	JE-23278	Co Comm	(30,000.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
08/10/12	JE-23276	District Attorney	(11,200.00)
08/14/12	JE-23338	Constable Pct. 4	(15,945.00)
08/14/12	JE-23339	Master Court I	(1,218.00)
08/15/12	JE-23346	CCL#1	(4,325.00)
08/16/12	JE-23375	Various Depts	(2,278.53)
08/20/12	JE-23401	Civil Service	(12,000.00)
08/20/12	JE-23399	Co Comm	(20,045.00)
08/20/12	JE-23400	Visiting Judges	(10,000.00)
08/21/12	JE-23451	Elections	(2,794.13)
08/22/12	JE-23472	Co Wide Adm-Mediplex	(31,244.49)
08/22/12	JE-23466	Various Depts	(777.82)
08/22/12	JE-23468	Transfer Out- Stop Truancy	(331.74)
08/27/12	JE-23542	Safety Division	(9,500.00)
08/29/12	JE-23576	JP Pct. 4/Pl 2	(8,633.54)
08/30/12	JE-23610	Co Wide Adm-Mediplex	(3,470.40)
09/07/12	JE-23798	Juvenile Probation	(50,000.00)
09/10/12	JE-23818	Public Defender-Juvenile Section	(18,754.00)
09/11/12	JE-23881	Co Wide Adm-Land & Bldg Rentals	(20,000.00)
09/11/12	JE-23881	Co Wide Adm-Taxes	(9,097.60)
09/12/12	JE-23919	Elections	(29,000.00)
09/12/12	JE-23920	Public Defender-Juvenile Section	(56,262.00)
09/13/12	JE-23933	Facilities Management	(2,700.00)
09/13/12	JE-23927	Facilities Management	(23,150.00)
09/13/12	JE-23938	Human Services	(1,065.00)
09/13/12	JE-23937	Pct 4 Parks	(354.30)
09/13/12	JE-23936	Pct 1 Sanitation	(58,936.00)
09/13/12	JE-23939	Co Judge	(5,000.00)
09/13/12	JE-23940	Co Wide Adm-Arch & Eng Srv	(7,741.00)
09/13/12	JE-23935	Health Adm	(14,000.00)
09/18/12	JE-24043	Jail	(400,000.00)
09/18/12	JE-24047	370th DC	(9,500.00)
09/18/12	JE-24045	Visiting Judges	(34,000.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
09/18/12	JE-24039	Various Depts	(5,000.94)
09/18/12	JE-24046	Co Comm	(10,100.00)
09/18/12	JE-24044	Constable Pct 4	(1,520.00)
09/18/12	JE-24049	District Attorney	(39,118.50)
09/24/12	JE-24132	Co Wide Adm-Property Insurance	(2,348.43)
09/25/12	JE-24185	District Attorney	(10,037.46)
09/25/12	JE-24216	Planning Dept	(4,629.20)
09/25/12	JE-24217	Constable Pct 3	(24,205.00)
09/25/12	JE-24294	Co Comm	(9,600.00)
10/01/12	JE-24362	Sheriff	(10,000.00)
10/01/12	JE-24361	JP Pct. 5/Pl 1	(593.00)
10/01/12	JE-24363	Sheriff	(1,500.00)
10/03/12	JE-24391	Facilities Management	(7,500.00)
10/05/12	JE-24447	Co. Wide Adm-Late Fees, Penalties	(7,644.15)
10/09/12	JE-24512	Co. Wide Adm-Other Services	(65,000.00)
10/12/12	JE-24544	Facilities Management	(126,000.00)
10/12/12	JE-24545	Jail	(96,310.00)
10/12/12	JE-24547	Co Comm & Civil Service	(32,729.75)
10/12/12	JE-24551	District Attorney	(15,891.14)
10/12/12	JE-24549	Elections	(20,000.00)
10/16/12	JE-24630	Texas Agrilife	(9,500.00)
10/16/12	JE-24628	Constable Pct. 4	(178,726.00)
10/17/12	JE-24653	Juvenile Probation	(97,500.00)
10/23/12	JE-24789	Visiting Judges	(25,630.68)
10/23/12	JE-24786	Various Depts-Unemployment Com	(43,949.11)
10/23/12	JE-24791	Pct. 1 Parks	(500.00)
10/23/12	JE-24787	Planning Dept	(1,584.06)
10/23/12	JE-24788	Sheriff	(143,524.00)
10/23/12	JE-24792	Pct. 1 Sanitation	(6,300.00)
10/24/12	JE-24826	Facilities Management	(47,821.44)
10/26/12	JE-24868	Co. Judge & Human Resources	(17,501.00)
10/30/12	JE-24908	IT Countywide	(8,110.00)

Hidalgo County

Department of Budget & Management

2012 Contingency Account Detail

As of October, 31, 2012

Date	Item No	Department	Amount
10/30/12	JE-24944	JP Pct. 2/Pl 1	(2,465.38)
10/31/12	JE-20287	Co Wide Adm-Gasoline/Diesel	(110,000.00)
10/31/12	JE-20215	Co Wide Adm-Gasoline/Diesel	(102,000.00)
Total Transfers Out:			**(6,223,141.06)**

ACCOUNT BALANCE (As of 10/31/12):	**$18,693.04**

General Fund Expenditure Analysis

This report illustrates the 2012 Adopted Budget in comparison to the 2011 and 2012 actual expenditures on a monthly basis. This will allow us to identify when expenditures exceed the adopted budget and will assist us in making future budget recommendations and/or suggest cost-saving measures.

Hidalgo County

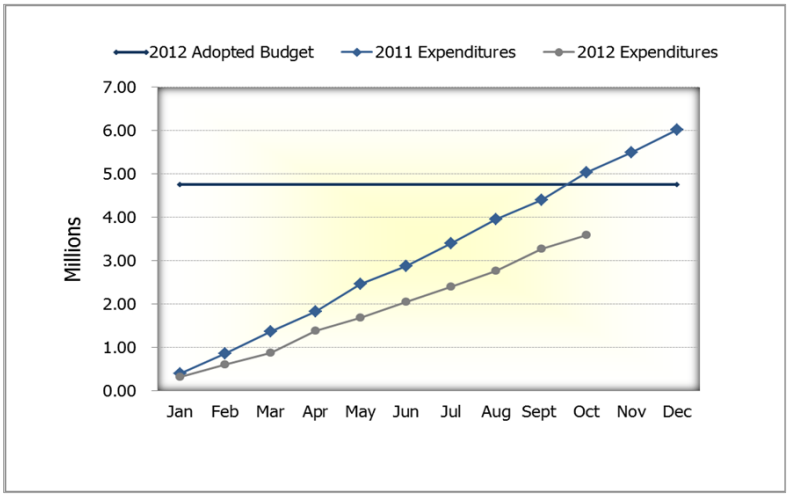
Department of Budget & Management

LEGAL EXPENDITURES

2011 vs 2012

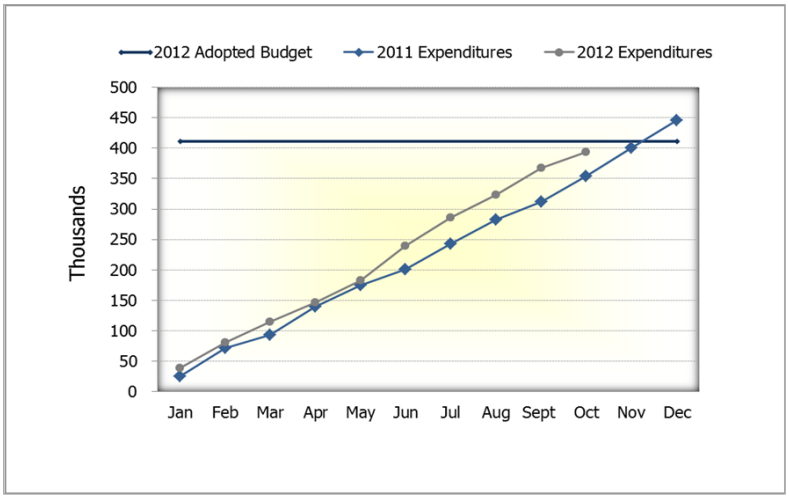
Public Defense - Criminal & Juvenile Cases

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	395,008.70	319,032.39
February	459,850.23	283,703.03
March	506,156.51	273,256.06
April	474,259.00	502,882.50
May	621,850.45	309,910.00
June	413,644.50	366,851.51
July	536,117.31	339,931.93
August	549,111.80	371,492.02
September	437,669.26	510,535.91
October	647,945.75	312,285.36
November	446,103.55	-
December	523,100.48	-
Total:	**$ 6,010,817.54**	**$ 3,589,880.71**



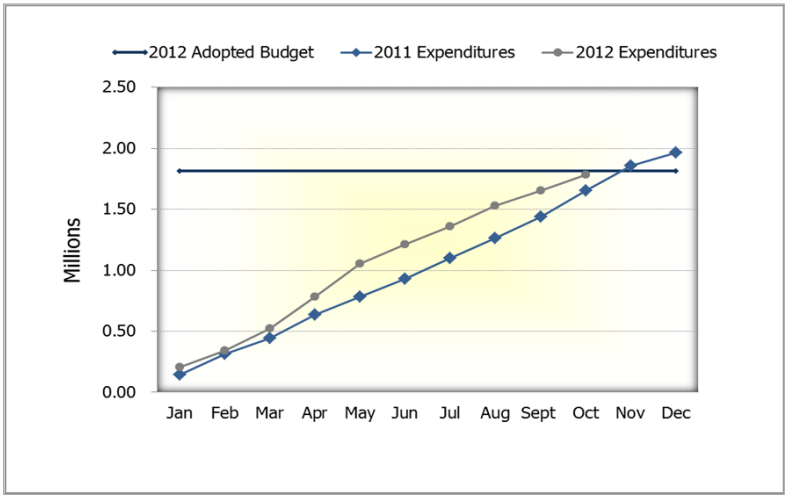
Other Public Defense - Civil Cases, Family Cases, Lunacy Cases, Bonds, & Protective Orders

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	25,187.50	38,522.50
February	46,400.00	41,670.00
March	21,872.50	34,865.00
April	46,125.00	31,010.00
May	35,050.00	36,737.50
June	25,787.50	56,972.50
July	42,572.50	46,390.00
August	39,985.00	37,504.00
September	29,477.50	44,127.50
October	40,948.25	26,250.00
November	46,530.00	-
December	45,452.50	-
Total:	**$ 445,388.25**	**$ 394,049.00**



Child Welfare Defense - Child Welfare Cases

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	144,843.38	206,288.00
February	166,612.50	135,488.00
March	130,782.50	179,157.50
April	195,799.81	264,702.50
May	144,573.50	267,010.00
June	148,064.19	160,993.00
July	167,476.42	146,555.00
August	166,755.00	166,615.00
September	176,352.50	125,194.50
October	211,600.34	132,250.00
November	203,082.50	-
December	111,180.00	-
Total:	**$ 1,967,122.64**	**$ 1,784,253.50**



*Actual October Expenditures as of 11/30/12

Hidalgo County

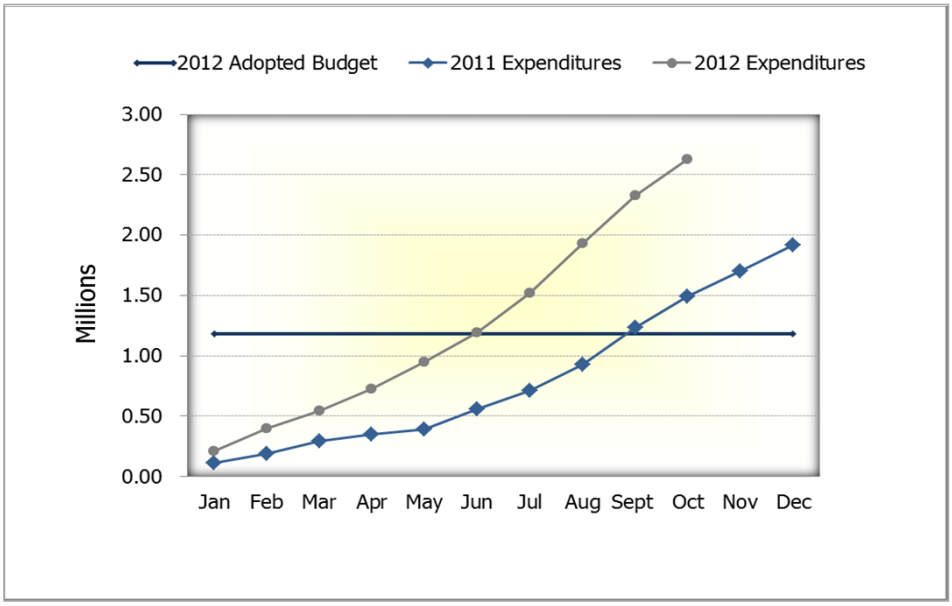
Department of Budget & Management

Room & Board Expenditures

2011 vs 2012

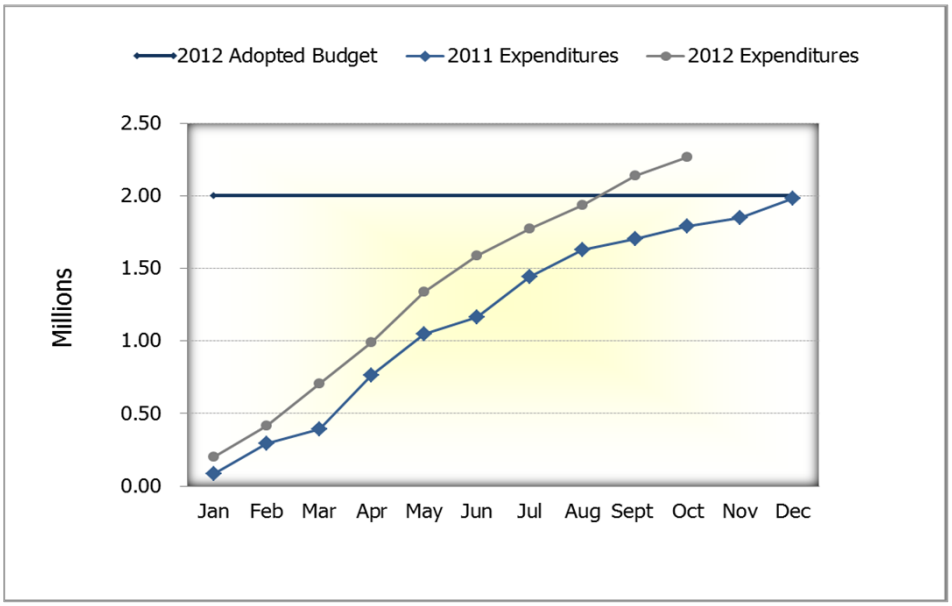
Jail

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	114,450.00	212,310.00
February	74,886.00	189,270.00
March	102,144.00	143,100.00
April	60,030.00	181,620.00
May	40,995.00	221,085.00
June	166,140.00	242,325.00
July	149,895.00	327,375.00
August	216,405.00	415,665.00
September	311,355.00	392,310.00
October	252,630.00	304,605.00
November	212,040.00	-
December	213,390.00	-
Total:	**$ 1,914,360.00**	**$ 2,629,665.00**



Juvenile

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	158,002.52	203,863.14
February	137,192.72	210,060.92
March	194,240.76	290,890.61
April	282,227.68	287,990.46
May	301,238.42	346,061.95
June	127,306.10	251,449.16
July	240,679.78	182,595.96
August	189,972.48	161,222.58
September	160,062.70	208,013.08
October	5,774.70	122,642.96
November	151,960.42	-
December	35,879.17	-
Total:	**$ 1,984,537.45**	**$ 2,264,790.82**



*Actual October Expenditures as of 11/30/12

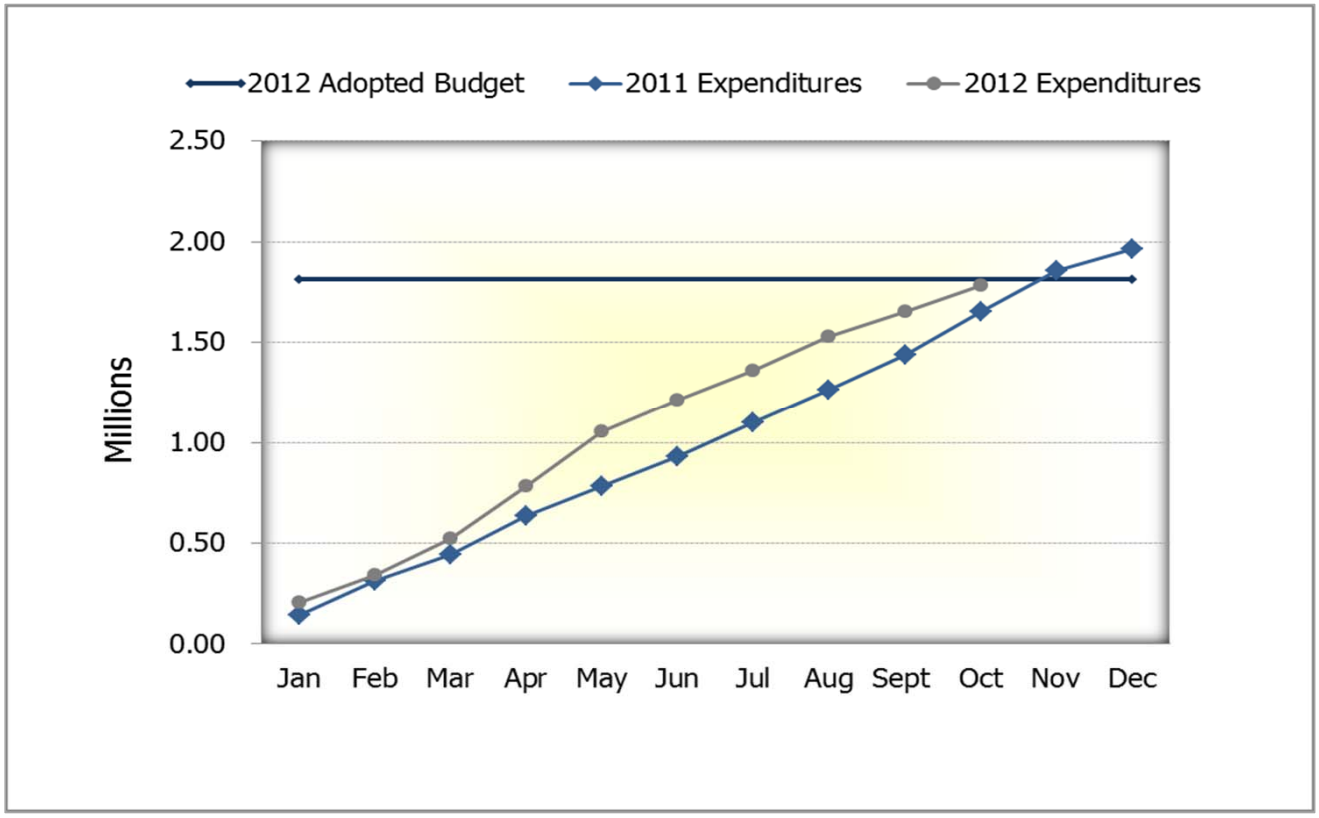
Hidalgo County

Department of Budget & Management

CO WIDE ELECTRICITY

2011 vs 2012

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	93,775.55	99,411.75
February	91,085.93	82,135.48
March	95,226.03	94,986.53
April	102,919.65	108,658.06
May	106,977.92	110,987.12
June	135,543.83	124,509.67
July	124,446.83	148,292.27
August	130,839.11	123,866.33
September	137,263.95	133,434.75
October	116,784.43	116,125.36
November	104,907.24	-
December	95,447.60	-
Total:	**1,335,218.07**	**1,142,407.32**



*Actual October Expenditures as of 11/30/12

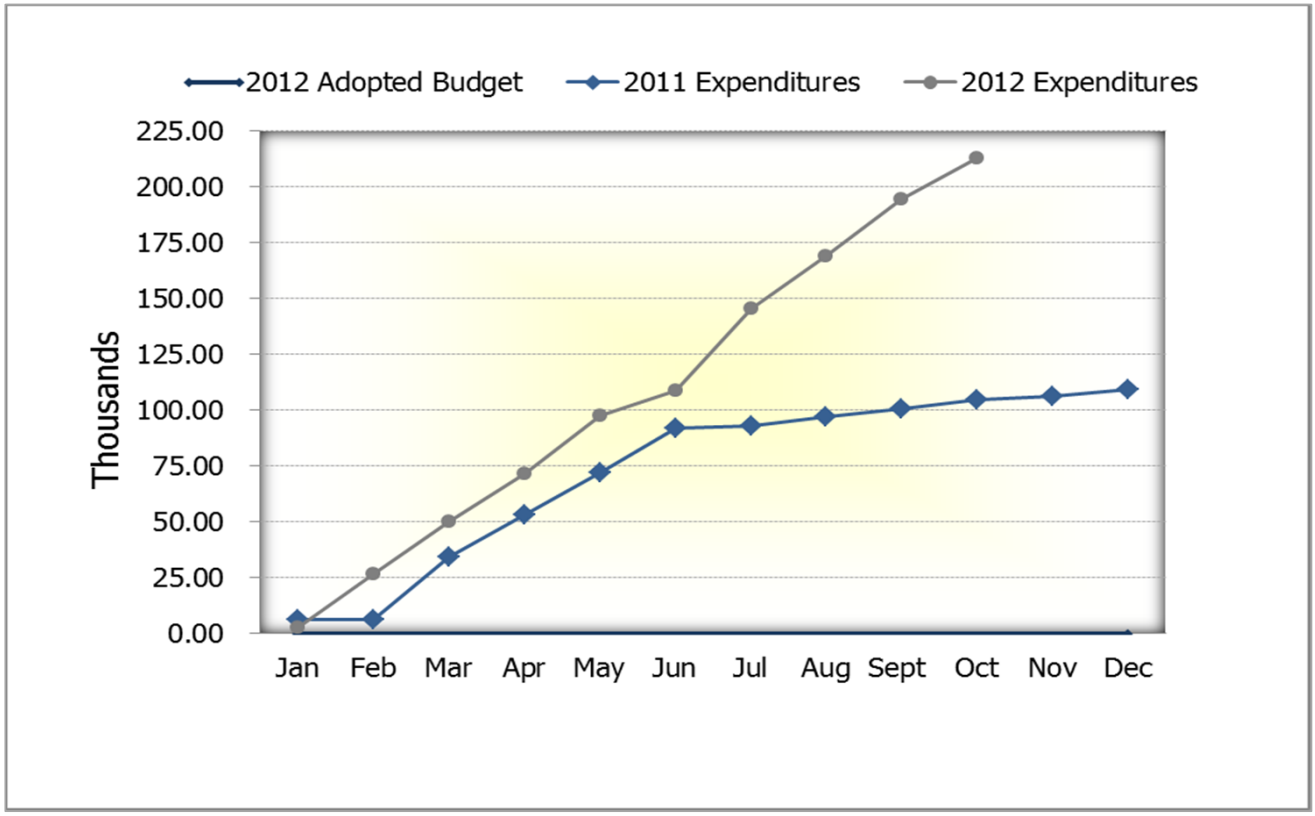
Hidalgo County

Department of Budget & Management

VISITING JUDGES

2011 vs 2012

Month	2011 Actual Expenditures	2012 Actual Expenditures
January	612.85	2,562.21
February	-	23,984.11
March	33,277.10	23,213.90
April	19,144.64	21,491.56
May	18,726.21	26,001.72
June	19,835.98	11,452.00
July	1,225.87	36,574.81
August	4,168.73	23,722.64
September	3,217.61	25,099.65
October	4,073.13	18,418.02
November	1,498.98	-
December	3,158.41	-
Total:	**108,939.51**	**212,520.62**



*Actual October Expenditures as of 11/30/12

VISITING JUDGES
Fact Sheet

The Fifth Administrative Judicial Region [(1)]

The State of Texas is divided into nine administrative judicial regions. The office of the Fifth Administrative Judicial Region (5th AJR) is located in Brownsville, TX and currently serves eleven counties. The counties currently being served are Brooks, Cameron, Duval, *Hidalgo*, Jim Hogg, Jim Wells, Kennedy, Kleberg, Nueces, Starr, & Willacy.

(1) GC Sec. 74.042 (a) & (f)

Duties of the Presiding Judge of the 5th AJR[(2)]

The Hon. J. Rolando Olvera is the current Presiding Judge of the 5th AJR. The duties of the Presiding Judge of the 5th AJR and all AJRs include:

- Promulgating and implementing regional rules of administration
- Recommending changes to the Supreme Court for the improvement of judicial administration
- Assign visiting judges to hold court when necessary to dispose of accumulated
- Advising local judges on judicial management
- Act as local administrative judge in their absence

(2) GC Sec. 74.046 (1-8); GC Sec. 74.052 (a)

Qualifications to be a Visiting Judge[(3)]

The following judges may be assigned by the Presiding Judge of the administrative judicial region in which the assigned judge resides:

- An active district, constitutional county, or statutory county court judge in this state
- A senior judge who has consented to be subject to assignment
- A former district, or appellate judge, retired or former statutory probate judge,
- A former district, or appellate judge, retired or former statutory probate judge, before retirement was justice or judge of the supreme court, the court of criminal appeals, or a court of appeals
- An active judge or justice of the supreme court, the court of criminal appeals, or a court of appeals who has had trial court experience

***Note: A judge assigned by the Administrative Judge has all powers of the judge of the court to which he/she is assigned.**

(3) GC Sec. 74.054 (1-5)

Visiting Judge Compensation [(4)]

The salary of a retired judge or justice while assigned shall be paid out of money appropriated from the general revenue fund for that purpose in an amount equal to the compensation received from state and county sources of the judge of the court to which he is assigned. The salary of a retired judge or justice while assigned shall be determined pro rata for the period of time that the judge or justice actually sits as the assigned judge.

***Note: Assigned Visiting Judges submit the "Visiting Judge's Salary Claim" form to the State Comptroller's office, upon approval of the Presiding Judge listing every day or half days**

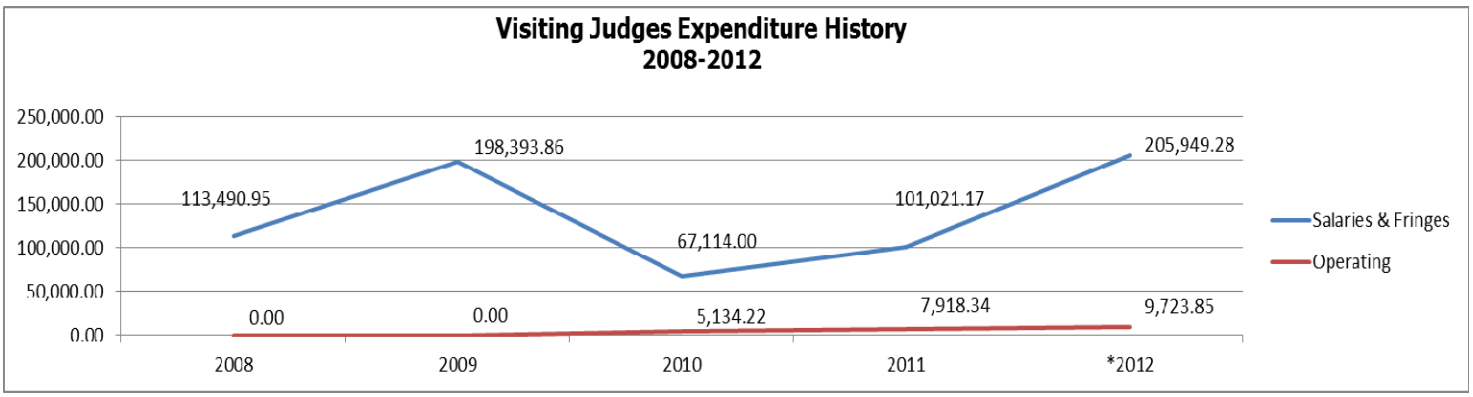
(4) GC Sec. 74.061 (c)

Five Year Expenditure History

Account No. / Description

1100-412-00-115-014-0-XXX / Visiting Judges

	2008	2009	2010	2011	2012
Salaries & Fringes	$113,490.95	$198,393.86	$67,114.00	$101,021.17	$205,949.28
Operating	-	-	$5,134.22	$7,918.34	$9,723.85
Total:	**$113,490.95**	**$198,393.86**	**$72,248.22**	**$108,939.51**	**$215,673.13**



Unemployment Reports

These reports illustrate a 3 year history of annual unemployment claim expenses, the definition of a base period claim, and current unemployment claims processed through the 3rd quarter of 2012 by department.

Hidalgo County

Annual Unemployment Claim Charges By Dept
3 Year History

Department	2010 Annual Charges	2011 Annual Charges	2012 Annual Charges thru 3rd Quarter
275th District Court	-	10,624	166
430th District Court	7,448	-	-
Adult Probation	65,191	55,942	34,583
Co Treasurer	1,176	196	294
Co. Judge	20,220	-	-
Constable Pct. 2	20,091	8,120	-
Constable Pct. 3	19,488	4,466	4,466
Constable Pct. 4	12,514	3,391	-
Constable Pct. 5	-	-	3,946
County Auditor	3,277	(3,408)	8,475
County Clerk	1,223	7,756	5,389
County Records Mgmt	104	-	-
District Attorney	4,569	32,916	19,351
District Clerk	23,298	30,912	17,355
Elections	33,197	18,323	16,606
Facilities Management	12,603	10,172	2,096
Health Dept	33,707	74,329	15,703
Human Resources	4,078	506	172
Human Services	4,440	7,771	-
IT Dept	(24)	-	1,524
Jail	59,501	27,027	4,692
JP 2 PL 1	4,540	3,069	2,400
JP 2 PL 2	231	1,538	466
JP 3 PL 1	3,168	3,443	-
JP 4 PL 1	-	6,280	-
JP 4 PL 2	6,714	7,131	410
Juvenile Probation	39,765	102,560	59,976
Pct. 1	258,324	87,758	47,708
Pct. 2	16,066	4,376	(180)
Pct. 3	2,341	7,876	6,955
Pct. 4	17,152	12,490	5,792
Planning Dept	969	12,867	-
Public Defender	4,096	6,436	-
Right of Way	-	4,980	5,810
Sheriff	42,654	68,456	102,514
Tax Office	14,545	4,191	3,264
Tx DPS	7,020	1,792	4,406
Urban County	2,744	6,156	5,712
WIC	33,790	67,761	14,539
Total	**$ 780,220**	**$ 698,202**	**$ 394,589**

UNEMPLOYMENT
Unpreventable Base Period

Unemployment compensation is usually paid on the basis of wages earned in the "base period".

Base Period

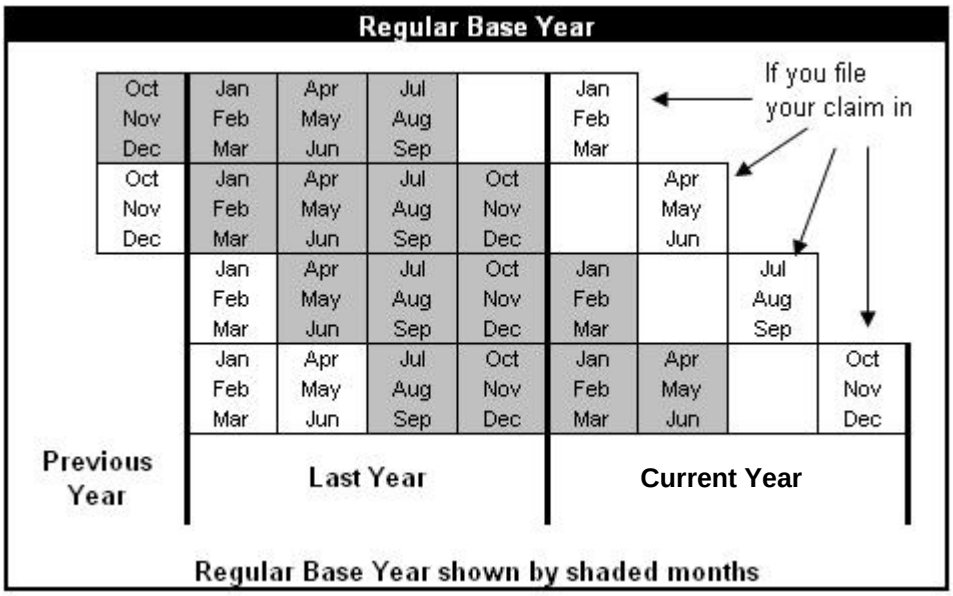
The “base period” is defined as the first 4 quarters of the last 5 completed calendar quarters of wages. The base period determines the wages that will be used to compute the claimant's benefit amounts and which employers will have potential chargeback or reimbursement liability for any benefits paid to the claimant

Base Period Employer

A "base period employer" is one the employee worked for in that period, who's account would be charged by the unemployment office through unemployment taxes.

Example:

- If the claim is filed in April, May or June of current year, the base period is January through December of the last year.
- If the claim is filed in July, August, or September of the current year, the base period is April through December of the previous year and January through March of the last year.
- If the claim is filed in October, November, or December of the current year, the base period is July through December of the last year and January through June of the current year.



Hidalgo County

Department of Budget & Management

Unemployment Claims Summary of Claims Processed

1st Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Oct 31, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
275th DC	1	0	0	1			1	0	11,076.00	-	11,076.00
449th DC	1	1	0	0	1			0	11,076.00	11,076.00	-
Adult Probation	1	1	0	0		1		0	1,682.30	-	1,682.30
Co. Clerk	2	2	0	0	2			0	16,874.30	16,874.30	-
District Clerk	1	1	0	0		1		0	9,901.29	-	9,901.29
Facilities Management	1	1	0	0	1			0	-	-	-
Jail	6	6	0	0	5	1		0	36,867.12	31,405.94	5,461.18
Juvenile Probation	2	0	1	1	1		1	0	2,257.36	-	2,257.36
Pct. 1	7	3	1	3	3	1	3	0	27,846.30	7,472.45	20,373.85
Pct. 2	1	1	0	0	1			0	1,121.69	1,121.69	-
Purchasing	1	1	0	0	1			0	11,076.00	11,076.00	-
Sheriff	5	1	2	2	3		2	0	47,789.55	30,596.63	17,192.92
WIC	2	1	0	1	1		1	0	13,927.35	6,704.10	7,223.25
Total	**31**	**19**	**4**	**8**	**19**	**4**	**8**	**0**	**$ 191,495.26**	**$ 116,327.11**	**$ 75,168.15**

Hidalgo County

Department of Budget & Management

Unemployment Claims Summary of Claims Processed

2nd Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Oct 31, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
Adult Probation	1	1				1		0	11,076.00	-	11,076.00
CCL #1	1	1			1			0	11,076.00	11,076.00	-
Co. Clerk	1			1			1	0	8,742.88	-	8,742.88
District Attorney	2	1		1		1	1	0	18,881.19	-	18,881.19
District Clerk	2	2			2			0	18,563.29	18,563.29	-
Health Adm	1			1			1	0	2,243.35	-	2,243.35
Health Clinics	2	2			2			0	15,667.79	15,667.79	-
Info Tech Dept	1		1		1			0	718.07	718.07	-
Jail	2		1	1			1	1	22,152.00	-	11,076.00
JP Pct. 3/Pl 1	1	1			1			0	-	-	-
Juvenile Probation	6	2	2	2	1	2	2	1	49,651.97	11,076.00	34,876.47
Pct. 1	4	3		1	2	1	1	0	27,996.37	15,095.27	12,901.10
Pct. 2	2	2			2			0	9,395.35	9,395.35	-
Sheriff	1	1			1			0	11,076.00	11,076.00	-
WIC	1			1			1	0	4,945.13	-	4,945.13
Total	**28**	**16**	**4**	**8**	**13**	**5**	**8**	**2**	**$ 212,185.39**	**$ 92,667.77**	**$ 104,742.12**

Hidalgo County

Department of Budget & Management

UNEMPLOYMENT CLAIMS SUMMARY OF CLAIMS PROCESSED
3rd Quarter - 2012

Department	Claims Processed	Claims Protested	Claims not Protested	Unpreventable Base Period Claims	Decision Status as of Oct 31, 2012				Total Potential Liability	Liability Suspended	Potential Liability from Lost Claims
					Claims Won	Claims Lost	Base Period Claims Lost	Pending Decisions			
Adult Probation	1	0	1	0		1		0	4,889.57	-	4,889.57
Co. Clerk	1	1	0	0	1			0	5,889.04	5,889.04	-
Constable Pct 5	2	2	0	0		2		0	18,204.66	-	18,204.66
District Clerk	1	0	0	1			1	0	6,870.89	-	6,870.89
Elections	2	1	0	1	1		1	0	8,403.84	6,819.09	1,584.75
Health Clinics	1	1	0	0		1		0	6,737.62	-	6,737.62
Information Technology	1	0	1	0		1		0	1,575.25	-	1,575.25
Jail	9	8	0	1	7	1	1	0	76,766.05	56,237.75	20,528.30
Juvenile Probation	5	3	2	0	3	1		1	35,198.35	17,103.88	9,509.63
Pct. 1	5	3	1	1	2	2	1	0	32,912.59	9,459.54	23,453.05
Pct. 4	1	1	0	0	1			0	8,505.01	8,505.01	-
Sheriff	4	1	0	3	1		3	0	24,102.23	11,076.00	13,026.23
Tax Office	2	2	0	0	2			0	13,491.88	13,491.88	-
WIC	4	4	0	0	3	1		0	20,075.74	17,277.14	2,798.60
Total	**39**	**27**	**5**	**7**	**21**	**10**	**7**	**1**	**$ 263,622.72**	**$ 145,859.33**	**$ 109,178.55**

General Fund- Deletion & Creation of Positions by Department

This report illustrates all deleted and created positions by department approved by Commissioners' Court for calendar year 2012.

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
SHERIFF	0364	CRIME VICTIM LIAISON	10	2	38,408.00	09/27/11
PCT. 4 PARKS	0011	PARK COORDINATOR II			37,109.00	09/27/11
PCT. 4 PARKS	0012	MAINTENANCE II			21,653.00	09/27/11
PCT. 4 CRC	0001	ADMINISTRATIVE ASSISTANT III			31,815.00	09/27/11
DISTRICT CLERK	0073	DEPUTY DISTRICT CLERK I	5	1	25,256.00	09/27/11
CO COMM	0033	ATTORNEY IV	18	1	68,687.00	09/27/11
CO COMM	0034	ATTORNEY IV	18	1	68,687.00	09/27/11
CO COMM	0035	ATTORNEY V	20	1	80,117.00	09/27/11
JP 4 PL 2	0011	CASE MANAGER I			16,500.00	09/27/11
JP 4 PL 2	0012	CASE MANAGER I			16,500.00	09/27/11
JP 1 PL 1	0006	CASE MANAGER I			16,500.00	09/27/11
JP 1 PL 2	0006	CASE MANAGER I			16,500.00	09/27/11
JP 3 PL 2	0007	CASE MANAGER I			16,500.00	09/27/11
CO. CLERKS	0070	ADMINISTRATIVE ASSISTANT IV	10	1	37,109.00	12/29/11
DISTRICT ATTORNEY	0098	ASSISTANT DA III	16	1	49,629.00	12/29/11
JP 4 PL 2	0011	CASE MANAGER II			37,000.00	12/29/11
JP 4 PL 2	0012	CASE MANAGER II			37,000.00	12/29/11
JP 4 PL 2	0013	CLERK			28,000.00	12/29/11
JP 4 PL 2	0014	CLERK			28,000.00	12/29/11
JAIL	0399	CAPTAIN			55,000.00	01/17/12
JAIL	0400	CAPTAIN			55,000.00	01/17/12
PUBLIC DEFENDER	0012	PUBLIC DEFENDER II	14	1	50,487.00	01/31/12
PUBLIC DEFENDER	0013	CLERK I	1	1	18,564.00	01/31/12
CO. JUDGE	0035	DIRECTOR, ECONOMIC DEVELOPMENT			68,000.00	02/07/12
CO. JUDGE	0036	CLERK II			21,653.00	02/07/12
DISTRICT ATTORNEY	0004	ATTORNEY II	14	1	50,487.00	02/21/12
PCT. 3 SANITATION	0041	TRUCK DRIVER III			32,000.00	02/28/12
CONSTABLE PCT. 2	0009	DEPUTY CONSTABLE			38,000.00	03/13/12
FIRE MARSHAL	0008	DEPUTY FIRE MARSHAL	10	1	37,109.00	03/13/12
COUNTY COURT AT LAW 1	T006	COURT CLERK			31,200.00	03/20/12
COUNTY COURT AT LAW 4	0006	BAILIFF			42,000.00	04/17/12
FACILITIES MANAGEMENT	0112	ADMINISTRATIVE ASSISTANT I	4	1	23,385.00	04/24/12
PCT. 2 PARKS	T026	ATTENDANT			17,992.00	04/24/12
PCT. 2 PARKS	T027	ATTENDANT			17,992.00	04/24/12
PCT. 2 PARKS	T028	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T029	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T030	LIFEGUARD			19,760.00	04/24/12
PCT. 2 PARKS	T031	LIFEGUARD			19,760.00	04/24/12
TAX OFFICE	0137	ACCOUNTANT I	8	1	31,815.00	05/29/12
SHERIFF	0369	DIVISION COMMANDER			75,000.00	06/05/12
COUNTY CLERK RECORD ARCHIVE	T015	ASSISTANT DEPUTY COUNTY CLERK	3	0	20,570.00	07/03/12
INFORMATION TECHNOLOGY	T035	GIS CLERK			18,720.00	07/03/12
INFORMATION TECHNOLOGY	T036	GIS CLERK			18,720.00	07/03/12
ELECTIONS	T138	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T139	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T140	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T141	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T142	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T143	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
ELECTIONS	T144	DATA ENTRY CLERK I	1	0	17,636.00	07/03/12
PCT. 2 PARKS	0032	PARKS DIRECTOR			51,870.00	07/03/12
PCT. 2 PARKS	0033	CREW LEADER I			29,458.00	07/03/12

Hidalgo County
Department Of Budget & Management

General Fund
2012 Creation & Deletion of Positions

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
PCT. 2 PARKS	0034	CREW LEADER I			29,458.00	07/03/12
PCT. 2 PARKS	0035	CLERK III			25,256.00	07/03/12
SHERIFF	0370	CHIEF OF STAFF			75,000.00	07/10/12
TAX OFFICE	0138	INTERNAL AUDITOR III	13	1	46,747.00	07/31/12
TAX OFFICE	0139	DEPUTY CLERK III	9	1	34,360.00	07/31/12
PCT. 3 SANITATION	0042	MAINTENANCE I			28,000.00	08/07/12
PCT. 3 SANITATION	0043	MAINTENANCE I			28,000.00	08/07/12
VETERANS SERVICES	0008	ADMINISTRATIVE ASSISTANT I	4	1	23,385.00	08/21/12
ELECTIONS	0145	GIS OPERATOR III	12	1	43,284.00	08/21/12
DISTRICT ATTORNEY	0099	CRIMINAL INVESTIGATOR II	14	1	50,487.00	09/18/12
DISTRICT ATTORNEY	0100	CRIMINAL INVESTIGATOR II	14	1	50,487.00	09/18/12
COUNTY CLERKS	0071	COLLECTIONS ENFORCEMENT OFFICER III	7	1	29,458.00	09/18/12
HEALTH CLINICS	G129	CLERK II (COST ALLOCATION)	3	1	3,464.00	09/18/12
HEALTH CLINICS	G130	CLERK II (COST ALLOCATION)	3	1	4,331.00	09/18/12
HUMAN SERVICES	0035	COORDINATOR III	13	1	46,747.00	10/16/12
TAX OFFICE	0140	ACCOUNTING CLERK II	8	1	31,815.00	10/23/12
TAX OFFICE	0141	DEPUTY CLERK II	7	1	29,458.00	10/23/12
Total:	**69**				**2,258,221.00**	

DELETIONS

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
PCT. 2 SANITATION	0009	TRUCK DRIVER II			(26,644.00)	09/27/11
PCT. 2 SANITATION	0018	MAINTENANCE I			(22,345.00)	09/27/11
PCT. 2 SANITATION	0020	MAINTENANCE WORKER I			(22,345.00)	09/27/11
ELECTIONS	0021	VOTER REGISTRATION SPECIALIST I	5	1	(25,256.00)	12/29/11
PCT. 3 SANITATION	0009	TRUCK DRIVER III			(28,000.00)	12/29/11
DISTRICT ATTORNEY	0037	ASSISTANT DA II	14	1	(49,629.00)	12/29/11
JP 4 PL 2	0006	ASSISTANT COURT COORDINATOR			(29,674.00)	12/29/11
JP 4 PL 2	0009	COURT CLERK			(25,932.00)	12/29/11
JP 4 PL 2	0011	CASE MANAGER I			(33,000.00)	12/29/11
JP 4 PL 2	0012	CASE MANAGER I			(33,000.00)	12/29/11
ELECTIONS	T128	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T129	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T130	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T131	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
ELECTIONS	T132	DATA ENTRY CLERK I	1	0	(17,636.00)	12/29/11
CO. JUDGE	0030	ECONOMIC DEVELOPMENT PLANNER II			(63,000.00)	02/07/12
CO. JUDGE	0034	ADMINISTRATIVE AIDE II			(35,000.00)	02/07/12
DISTRICT ATTORNEY	0003	ATTORNEY IV	18	1	(68,687.00)	02/21/12
FIRE MARSHAL	0005	CHIEF DEPUTY FIRE MARSHAL	11	1	(40,078.00)	03/13/12
PCT. 3 SANITATION	0018	TRUCK DRIVER III			(28,000.00)	04/10/12
PCT. 3 SANITATION	0023	TRUCK DRIVER III			(26,144.00)	04/10/12
PCT. 3 SANITATION	0024	TRUCK DRIVER III			(26,144.00)	04/10/12
COUNTY COURT AT LAW 4	0005	ASSISTANT COURT COORDINATOR			(32,760.00)	04/17/12
FACILITIES MANAGEMENT	0091	ADMINISTRATIVE ASSISTANT IV	10	4	(41,006.00)	04/24/12
TAX OFFICE	0053	DEPUTY CLERK II	7	1	(29,458.00)	05/29/12
SHERIFF	0002	CHIEF DEPUTY			(85,000.00)	06/05/12
PCT. 2 SANITATION	0004	ATTENDANT			(27,020.00)	07/03/12
PCT. 2 SANITATION	0014	TRUCK DRIVER II			(24,236.00)	07/03/12
TAX OFFICE	0013	ACCOUNTANT III	12	3	(46,314.00)	07/31/12
TAX OFFICE	0033	BOOKKEEPER II	8	3	(34,043.00)	07/31/12
PCT. 3 SANITATION	0019	TRUCK DRIVER III			(28,000.00)	08/07/12
PCT. 3 SANITATION	0026	MAINTENANCE I			(24,880.00)	08/07/12
SHERIFF	0009	CHIEF ADMINISTRATOR	18	1	(68,687.00)	08/14/12

Hidalgo County

Department Of Budget & Management

General Fund

2012 Creation & Deletion of Positions

Department	Slot No	Position Title	G	S	Salary	CC Approval Date
VETERANS SERVICES	0005	CLERK II	3	4	(23,927.00)	08/21/12
ELECTIONS	0086	ELECTIONS PROJECT COORDINATOR	10	1	(37,109.00)	08/21/12
COUNTY CLERKS	0026	ADMINISTRATIVE ASSISTANT III	8	1	(31,815.00)	09/18/12
HEALTH CLINICS	G080	CLERK III (COST ALLOCATION)	5	1	(3,999.00)	09/18/12
HEALTH CLINICS	G077	CLERK III (COST ALLOCATION)	5	1	(5,006.00)	09/18/12
HUMAN SERVICES	0028	ELIGIBILITY SPECIALIST II	6	1	(27,276.00)	10/16/12
HUMAN SERVICES	0031	BILLING SPECIALIST II	3	5	(24,685.00)	10/16/12
TAX OFFICE	0043	BOOKKEEPER I	6	3	(29,186.00)	10/23/12
TAX OFFICE	0050	DEPUTY CLERK I	5	3	(27,024.00)	10/23/12
Total:	**42**				**(1,322,489.00)**	
Grand Total:	**27**				**$ 935,732.00**	

General Fund-Vacancy Report

This report illustrates General Fund vacant positions as of October 31, 2012.

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of October 31, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
ELECTED OFFICIAL DEPARTMENTS					
389TH DC	COURT REPORTER			$77,356.00	100.00%
CO CLERK	EXECUTIVE ASSISTANT I	11	1	$40,078.00	100.00%
CO JUDGE	CLERK II			$21,653.00	100.00%
CO JUDGE	ADMINISTRATIVE AIDE II			$35,000.00	100.00%
CONSTABLE PCT.5	CHIEF DEPUTY CONSTABLE I STEP I			$48,279.00	100.00%
CRIM DA	CRIMINAL INVESTIGATOR II	14	1	$50,487.00	100.00%
CRIM DA	ASSISTANT DISTRICT ATTORNEY II	14	1	$48,816.00	96.69%
CRIM DA	CRIMINAL INVESTIGATOR I	12	5	$44,908.00	91.01%
CRIM DA	CRIMINAL INVESTIGATOR I	12	1	$43,284.00	100.00%
DA CIVIL LITIGATION	ATTORNEY IV	18	1	$68,687.00	100.00%
DIST CLERK	ASSISTANT DEPUTY DISTRICT CLERK	3	0	$20,570.00	100.00%
DIST CLERK	ASSISTANT DEPUTY DISTRICT CLERK	3	0	$20,570.00	100.00%
DOMESTIC RELATIONS OFFICE	DOMESTIC RELATIONS OFFICE DIRECTOR			$29,442.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP II			$31,516.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER II			$34,667.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	SR. DETENTION OFFICER STEP III			$35,880.00	100.00%
JAIL	DETENTION OFFICER STEP I			$30,450.00	100.00%
JAIL	SR. DETENTION OFFICER STEP II			$34,667.00	100.00%
JP PCT 4/PL 2	CASE MANAGER			$43,194.00	100.00%
PARKS PCT.2	CLERK III			$25,256.00	100.00%
PARKS PCT.2	EXECUTIVE ASSISTANT			$10,500.00	15.38%
PARKS PCT.2	CREW LEADER I			$29,458.00	100.00%
PARKS PCT.2	CREW LEADER I			$29,458.00	100.00%
PARKS PCT.4	PARK MAINTENANCE II			$22,345.00	100.00%
SANITATION PCT.1	ACCOUNTS PAYABLE SPECIALIST I			$28,231.00	100.00%
SANITATION PCT.1	ACCOUNTS PAYABLE CLERK			$34,817.00	100.00%
SANITATION PCT.1	TRUCK DRIVER III			$27,552.00	100.00%
SANITATION PCT.2	OFFICE CLERK			$28,894.00	100.00%
SANITATION PCT.2	EXECUTIVE ASSISTANT			$12,165.00	17.82%
SANITATION PCT.2	SOLID WASTE ENFORCEMENT OFFICER			$36,480.00	100.00%
SANITATION PCT.3	HEAVY EQUIPMENT OPERATOR II			$28,000.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SANITATION PCT.3	MAINTENANCE I			$24,880.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP III			$44,777.00	100.00%
SHERIFF	CAPTAIN			$65,000.00	100.00%
SHERIFF	LIEUTENANT STEP III			$54,180.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of October 31, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP II			$43,263.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	COMMUNICATIONS OFFICER	7	0	$27,985.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP II			$39,330.00	100.00%
SHERIFF	DEPUTY SHERIFF STEP I			$38,000.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP I			$41,800.00	100.00%
SHERIFF	SR. DEPUTY SHERIFF STEP III			$44,777.00	100.00%
TAX OFF	DEPUTY CLERK II	7	1	$29,458.00	100.00%
TAX OFF	ACCOUNTING CLERK II	8	1	$31,815.00	100.00%
TAX OFF	DEPUTY CLERK I	5	5	$28,792.00	100.00%
TAX OFF	DEPUTY CLERK I	5	1	$25,256.00	100.00%
		Total:		**$2,099,995.00**	
OTHER COUNTY DEPARTMENTS					
BUDGET & MANAGEMENT	BUDGET CLERK I	6	3	$29,186.00	100.00%
BUDGET & MANAGEMENT	BUDGET ANALYST I	10	4	$41,006.00	100.00%
CHILD WELFARE	HUMAN SERVICES TECHNICIAN	5	3	$27,024.00	100.00%
EXECUTIVE OFFICE	ADMINISTRATIVE ASSISTANT III	8	1	$31,815.00	100.00%
FACILITIES MANAGEMENT	ELECTRICIAN I	8	0	$30,224.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE I	1	4	$20,514.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	1	$21,653.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	3	$23,169.00	100.00%
FACILITIES MANAGEMENT	WELDER I	4	0	$22,216.00	100.00%
FACILITIES MANAGEMENT	MAINTENANCE II	3	2	$22,411.00	100.00%
HEALTH ADM	ELIGIBILITY SPECIALIST I	4	1	$23,385.00	100.00%
HEALTH ADM	ELIGIBILITY SPECIALIST I	4	2	$24,203.00	100.00%
HEALTH CLINICS	BILLING SUPERVISOR	11	1	$40,078.00	100.00%
HEALTH CLINICS	COMMUNITY SERVICE AIDE	6	0	$674.00	2.60%
HEALTH CLINICS	CLINIC AIDE II	3	4	$23,927.00	100.00%
HUMAN SERVICES	COORDINATOR III	13	1	$46,747.00	100.00%
HUMAN SERVICES	ELIGIBILITY SPECIALIST II	6	3	$29,186.00	100.00%
INFORMATION TECHNOLOGY	ADMINISTRATIVE ASSISTANT II	6	6	$32,051.00	100.00%
JUV DET HM	SHIFT SUPERVISOR			$48,943.00	97.76%
JUV DET HM	MAINTENANCE I			$25,236.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$16,022.00	47.46%
JUV DET HM	JSO/ DETENTION OFFICER			$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$34,279.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$32,120.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,762.00	100.00%
JUV DET HM	JSO/ DETENTION OFFICER			$33,244.00	100.00%

Hidalgo County

Department of Budget & Management

General Fund Vacancy Report

As of October 31, 2012

Department Name	Position Title	G	S	Budgeted Salary	Comp %
JUV PROB	JCCC ASST COOR			$3,250.00	8.61%
JUV PROB	PROBATION OFFICER			$1,375.00	3.38%
JUV PROB	PROBATION OFFI			$14,750.00	100.00%
JUV PROB	PROBATION OFFICER			$37,000.00	94.16%
JUV PROB	ACCOUNTING CLERK			$32,603.00	100.00%
JUV PROB	INTAKE CLERK			$41,400.00	100.00%
PURCHASING	BUYER II	9	4	$37,969.00	100.00%
PURCHASING	CLERK II	3	1	$21,653.00	100.00%
PURCHASING	ADMINISTRATIVE ASSISTANT II	6	4	$30,141.00	100.00%
PURCHASING	SURPLUS SPECIALIST	7	2	$30,489.00	100.00%
TX AGRILIFE EXT	CEA-FR			$0.00	0.00%
TX DPS	ADMINISTRATIVE ASSISTANT I	4	4	$25,839.00	100.00%
VETERAN'S SRV	CLERK II	3	1	$21,653.00	100.00%
		Total:		**$1,144,085.00**	

Total Salaries: **$3,244,080.00**

Elected Official Depts:	**56**
Other County Depts:	**37**
Total No. of Vacant Positions:	**93**

Road & Bridge Fund Balance

This report reflects road & bridge fund balance by precinct.

Hidalgo County

Department Of Budget & Management

Road & Bridge Fund Balance

As of Oct 31, 2012

	Pct. 1	Pct. 2	Pct. 3	Pct. 4
Beginning Fund Balance (as of 1/1/2012)	**$ 731,329.98**	**$ 5,207,965.14**	**$ 863,897.07**	**$ 605,641.57**
Appropriations/Adjustments	(723,096.88)	(5,207,965.14)	(856,353.11)	(605,381.53)
Ending Fund Balance (as of 10/31/2012)	**$ 8,233.10**	**$ -**	**$ 7,543.96**	**$ 260.04**

Road & Bridge- Deletion & Creation of Positions by Department

This report illustrates all deleted and created positions by department approved by Commissioners' Court for calendar year 2012.

Hidalgo County

Department Of Budget & Management

ROAD & BRIDGE

2012 Creation & Deletion of Positions

CREATIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 4 RD MAINT	0069	DIRECTOR OF CONSTRUCTION	48,500.00	09/27/11
PCT. 4 RD MAINT	0071	PROGRAM MANAGER	58,888.00	09/27/11
PCT. 4 RD MAINT	0070	DIRECTOR OF OPERATIONS	68,825.00	09/27/11
PCT. 1 RD MAINT	0126	MAINTENANCE II	21,653.00	12/29/11
PCT. 1 RD MAINT	0127	MAINTENANCE II	21,653.00	12/29/11
PCT. 1 RD MAINT	0128	MAINTENANCE II	21,653.00	12/29/11
PCT. 3 RD MAINT	0084	TRUCK DRIVER III	32,000.00	12/29/11
PCT. 1 ADM	0017	ADMINISTRATIVE ASSISTANT III	35,157.00	01/10/12
PCT. 4 RD MAINT	0073	BUDGET ANALYST II	41,120.00	01/31/12
PCT. 2 RD MAINT	T081	HEAVY EQUIPMENT OPERATOR III	34,360.00	03/06/12
PCT. 2 RD MAINT	T082	HEAVY EQUIPMENT OPERATOR III	34,360.00	03/06/12
PCT. 2 RD MAINT	T083	MECHANIC I	23,385.00	03/06/12
CW MECH SHOP	T083	TRUCK DRIVER III	29,352.00	03/20/12
PCT. 3 RD MAINT	0087	CLERK III	28,000.00	04/10/12
PCT. 3 RD MAINT	0088	CLERK III	28,000.00	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0019	TRUCK DRIVER III	32,000.00	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0020	TRUCK DRIVER III	32,000.00	04/10/12
PCT. 3 RD MAINT	T089	OFFICE CLERK	18,720.00	07/03/12
PCT. 2 ADMINISTRATION	0014	PLANNING ANALYST I	37,109.00	07/17/12
PCT. 2 ADMINISTRATION	0015	ACCOUNTS PAYABLE SPECIALIST II	31,815.00	07/17/12
PCT. 2 RD MAINT	0084	ROAD CONSTRUCTION FOREMAN	46,747.00	07/17/12
PCT. 2 RD MAINT	0085	ROAD MAINTENANCE FOREMAN	46,747.00	07/17/12
PCT. 2 RD MAINT	0086	HEAVY EQUIPMENT OPERATOR IV/EXCAVAT	40,078.00	07/17/12
PCT. 2 RD MAINT	0087	CONSTRUCTION INSPECTOR	40,078.00	07/17/12
PCT. 2 RD MAINT	0088	ENGINEERING TECHNICIAN IV	40,078.00	07/17/12
PCT. 4 RD MAINT	0074	CLERK IV	29,458.00	07/17/12
PCT. 3 RD MAINT	T090	OFFICE CLERK	18,720.00	9/18/2012
PCT. 1 RD MAINT	0129	MAINTENANCE III	34,167.00	10/9/2012
PCT. 4 RD MAINT	0075	SAFETY COORDINATOR	48,500.00	10/16/2012
Total:	**29**		**1,023,123.00**	

DELETIONS

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 1 RD MAINT	0042	MAINTENANCE III	(27,562.00)	12/29/11
PCT. 1 RD MAINT	0048	TRUCK DRIVER III	(26,000.00)	12/29/11
PCT. 1 RD MAINT	0073	MAINTENANCE III	(33,600.00)	12/29/11
PCT. 1 RD MAINT	0099	CLERK I	(21,164.00)	12/29/11
PCT. 3 DRAIN IMPRV PRJ	0013	PIPE LAYER/ FITTER	(27,000.00)	12/29/11
PCT. 3 RD MAINT	0025	HEAVY EQUIPMENT OPERATOR III	(29,852.00)	12/29/11

Hidalgo County

Department Of Budget & Management

ROAD & BRIDGE

2012 Creation & Deletion of Positions

Department	Slot No	Position Title	Salary	CC Approval Date
PCT. 4 RD MAINT	0071	PROGRAM MANAGER	(58,888.00)	12/29/11
PCT. 4 DRAIN IMPRV PRJ	0033	SAFETY SPECIALIST	(36,060.00)	01/31/12
PCT. 3 RD MAINT	0044	TRUCK DRIVER I	(28,000.00)	04/10/12
PCT. 3 RD MAINT	0057	MAINTENANCE I	(28,000.00)	04/10/12
PCT. 3 RD MAINT	0076	TRUCK DRIVER III	(28,000.00)	04/10/12
PCT. 3 DRAIN IMPRV PRJ	0011	LABORER - DRAINAGE/ CONSTRUCTION	(24,880.00)	04/10/12
PCT. 2 PARKS	0001	FOREMAN	(32,568.00)	07/03/12
PCT. 2 PARKS	0002	COMMUNITY RESOURCE CENTER COORDINA	(31,771.00)	07/03/12
PCT. 2 CRC	0004	COMMUNITY OUTREACH WORKER PROMOT(	(10,258.00)	07/03/12
PCT. 2 CRC	0005	COMMUNITY OUTREACH WORKER PROMOT(	(10,258.00)	07/03/12
PCT. 2 ADMINISTRATION	0003	SPECIAL PROJECTS/ PROGRAM MANAGER	(51,870.00)	07/17/12
PCT. 2 ADMINISTRATION	0004	RESEARCH AND DEVELOPMENT DIRECTOR	(49,039.00)	07/17/12
PCT. 2 ADMINISTRATION	0006	H.R. COORDINATOR	(43,680.00)	07/17/12
PCT. 2 ADMINISTRATION	0012	OFFICE CLERK	(18,564.00)	07/17/12
PCT. 2 RD MAINT	0010	HEAVY EQUIPMENT OPERATOR III	(35,548.00)	07/17/12
PCT. 2 RD MAINT	0013	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 2 RD MAINT	0017	MECHANIC II	(30,195.00)	07/17/12
PCT. 2 RD MAINT	0025	HEAVY EQUIPMENT OPERATOR II	(28,356.00)	07/17/12
PCT. 2 RD MAINT	0031	HEAVY EQUIPMENT OPERATOR II	(26,828.00)	07/17/12
PCT. 2 RD MAINT	0036	MAINTENANCE II	(24,840.00)	07/17/12
PCT. 2 RD MAINT	0039	MAINTENANCE I	(23,753.00)	07/17/12
PCT. 2 RD MAINT	0056	TIRE REPAIR	(23,840.00)	07/17/12
PCT. 2 RD MAINT	0062	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 2 RD MAINT	0063	HEAVY EQUIPMENT OPERATOR II	(26,828.00)	07/17/12
PCT. 2 RD MAINT	0066	HEAVY EQUIPMENT OPERATOR I	(24,360.00)	07/17/12
PCT. 2 RD MAINT	0067	HEAVY EQUIPMENT OPERATOR I	(24,360.00)	07/17/12
PCT. 2 RD MAINT	0069	TRUCK DRIVER II	(26,059.00)	07/17/12
PCT. 2 RD MAINT	0070	TRUCK DRIVER II	(26,059.00)	07/17/12
PCT. 2 RD MAINT	0074	MAINTENANCE I	(22,703.00)	07/17/12
PCT. 2 RD MAINT	0075	SURVEYOR TECHNICIAN	(36,750.00)	07/17/12
PCT. 2 RD MAINT	0076	SURVEYOR TECHNICIAN	(36,750.00)	07/17/12
PCT. 2 RD MAINT	0077	HEAVY EQUIPMENT OPERATOR III	(34,670.00)	07/17/12
PCT. 1 RD MAINT	0031	MAINTENANCE III	(31,190.00)	10/9/2012
PCT. 4 RD MAINT	0070	DIRECTOR OF CONSTRUCTION	(48,500.00)	10/16/2012
Total:	**40**		**(1,217,943.00)**	
Grand Total:	**(11)**		**$ (194,820.00)**	

Road & Bridge-Vacancy Report

This report illustrates Road & Bridge vacant positions as of October 31, 2012.

Hidalgo County

Department of Budget & Management

Road & Bridge Vacancy Report

As of October 31, 2012

Department Name	Position Title	Budgeted Salary	Comp %
BORDER COLONIA ACCESS PROG	COLONIA ACS PRGM CRD	$34,360.00	100.00%
COUNTYWIDE MECHANIC SHOP	MECHANIC III	$31,195.00	100.00%
PCT 1 ROAD MAINTENANCE	MECHANIC II	$28,231.00	100.00%
PCT 1 ROAD MAINTENANCE	ADMINISTRATIVE ASSISTANT V	$49,000.00	100.00%
PCT 1 ROAD MAINTENANCE	TRUCK DRIVER III	$23,985.00	100.00%
PCT 2 ADMINISTRATION	ACCOUNTS PAYABLE SPECIALIST II	$31,815.00	100.00%
PCT 2 ADMINISTRATION	PLANNING ANALYST I	$37,109.00	100.00%
PCT 2 ADMINISTRATION	DATA ENTRY CLERK II	$29,233.00	100.00%
PCT 2 ADMINISTRATION	EXECUTIVE ASSISTANT	$45,585.00	66.79%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$22,703.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$23,753.00	100.00%
PCT 2 ROAD MAINTENANCE	TRAFFIC SAFETY SPECIALIST I	$22,345.00	100.00%
PCT 2 ROAD MAINTENANCE	MAINTENANCE I	$22,703.00	100.00%
PCT 2 ROAD MAINTENANCE	ROAD MAINTENANCE FOREMAN	$46,747.00	100.00%
PCT 2 ROAD MAINTENANCE	ASSISTANT FIELD OPERATIONS DIRECTOR	$39,578.00	100.00%
PCT 2 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$30,384.00	100.00%
PCT 2 ROAD MAINTENANCE	TRUCK DRIVER III	$28,535.00	100.00%
PCT 2 ROAD MAINTENANCE	TRF SA/SPC III	$26,991.00	100.00%
PCT 2 ROAD MAINTENANCE	TRUCK DRIVER II	$26,059.00	100.00%
PCT 2 ROAD MAINTENANCE	ROAD CONSTRUCTION FOREMAN	$46,747.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR II	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	HEAVY EQUIPMENT OPERATOR I	$28,000.00	100.00%
PCT 3 ROAD MAINTENANCE	CLERK III	$28,000.00	100.00%
PCT 4 ROAD MAINTENANCE	SAFETY COORDINATOR	$48,500.00	100.00%
PCT 4 ROAD MAINTENANCE	RIGHT OF WAY AGENT V	$64,066.00	100.00%
	Total Salaries:	**$843,624.00**	

Total No. of Vacant Positions: **25**

AI-35503 **7. C.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Sergio Cruz, BUDGET & MANAGEMENT

Submitted By: Angelica Tapia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

1. Approval of reimbursement in the amount of $911,623.40 to Blue Cross Blue Shield Insurance Company for claims paid on behalf of Hidalgo County from 11/24/12 to 12/07/12.

11/24-30/12	$393,046.11
12/01-07/12	$518,577.29
TOTAL	$911,623.40

2. Approval of wire transfer to cover claims paid.

BACKGROUND

Attachments

BCBS 11/24-30/12

BCBS 12/1-7/12

Invoices

Certification

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	12/12/2012 04:14 PM
Olga Garza	Olga Garza	12/14/2012 01:42 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Angelica Tapia Started On: 11/29/2012

Final Approval Date: 12/14/2012

BlueCross BlueShield of Texas

Group # 021185 **HIDALGO COUNTY**
Settlement ID: **TX433010006**
Processed Date
Period **11/24/2012 to 11/30/2012**

SECTION			
0001-0011	HIDALGO COUNTY	$	282,298.44
0002-0012	HEAD START	$	79,906.56
0003-0013	APPRAISAL DISTRICT	$	6,771.51
0004-0014	COMMUNITY SERVICE AGENCY	$	794.51
0005-0015	DRAINAGE DISTRICT NO.1	$	290.05
0006-0016	RETIREES	$	12,407.65
9001-9002	COBRA	$	10,577.39
	STOP LOSS	$	-
	TOTAL	$	393,046.11

BlueCross BlueShield of Texas

Group # 021185 **HIDALGO COUNTY**
Settlement ID: **TX433010006**
Processed Date
Period **12/01/2012 to 12/07/2012**

SECTION			
0001-0011	HIDALGO COUNTY	$	427,586.29
0002-0012	HEAD START	$	48,765.48
0003-0013	APPRAISAL DISTRICT	$	6,305.50
0004-0014	COMMUNITY SERVICE AGENCY	$	7,259.22
0005-0015	DRAINAGE DISTRICT NO.1	$	24,198.14
0006-0016	RETIREES	$	11,668.13
9001-9002	COBRA	$	18,268.02
	STOP LOSS	$	(25,473.49)
	TOTAL	$	518,577.29

Invoices - Invoice Details

Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 11/24/2012 - 11/30/2012 Process Date: 11/30/2012

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 11/24/2012 - 11/30/2012

Cust Nbr	Set Nbr	ASC Nbr	Association Name	Total Claims Month To Date	Total Claims Week To Date	Drug Claims	Dental Claims	All Claims But Drug, Dental	Claim Count
TX433	01	001	HIDALGO COUNTY	$1,135,958.17	$282,298.44	$38,728.48	$0.00	$243,569.96	2,908
TX433	01	002	HEAD START	$318,441.56	$79,906.56	$11,670.58	$0.00	$68,235.98	644
TX433	01	003	APPRAISAL DISTRICT	$62,074.75	$6,771.51	$627.07	$0.00	$6,144.44	138
TX433	01	004	COMMUNITY SERVICE	$43,123.78	$794.51	($152.16)	$0.00	$946.67	20
TX433	01	005	DRAINAGE DISTRICT	$32,792.62	$290.05	$633.83	$0.00	($343.78)	18
TX433	01	006	RETIREES	$49,913.19	$12,407.65	$2,478.14	$0.00	$9,929.51	77
TX433	01	007	COBRA	$18,958.43	$10,577.39	$449.85	$0.00	$10,127.54	23
			STOPLOSS	($128,020.36)	$0.00	$0.00	$0.00	$0.00	0
			Customer Total Claims	$1,661,262.50	$393,046.11	$54,435.79	$0.00	$338,610.32	3,828
			STOPLOSS Total	($128,020.36)	$0.00	$0.00	$0.00	$0.00	0
			Customer Grand Total	$1,533,242.14	$393,046.11	$54,435.79	$0.00	$338,610.32	3,828

Invoices - Invoice Details

Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 12/01/2012 - 12/07/2012 Process Date: 12/07/2012

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 12/01/2012 - 12/07/2012

Cust Nbr	Set Nbr	ASC Nbr	Association Name	Total Claims Month To Date	Total Claims Week To Date	Drug Claims	Dental Claims	All Claims But Drug, Dental	Claim Count
TX433	01	001	HIDALGO COUNTY	$427,586.29	$427,586.29	$45,160.36	$0.00	$382,425.93	2,831
TX433	01	002	HEAD START	$48,765.48	$48,765.48	$10,028.40	$0.00	$38,737.08	722
TX433	01	003	APPRAISAL DISTRICT	$6,305.50	$6,305.50	$4,525.05	$0.00	$1,780.45	71
TX433	01	004	COMMUNITY SERVICE	$7,259.22	$7,259.22	$544.65	$0.00	$6,714.57	44
TX433	01	005	DRAINAGE DISTRICT	$24,198.14	$24,198.14	$1,088.10	$0.00	$23,110.04	69
TX433	01	006	RETIREES	$11,668.13	$11,668.13	$2,428.74	$0.00	$9,239.39	105
TX433	01	007	COBRA	$18,268.02	$18,268.02	$649.62	$0.00	$17,618.40	51
			STOPLOSS	($25,473.49)	($25,473.49)	$0.00	$0.00	$0.00	0
			Customer Total Claims	$544,050.78	$544,050.78	$64,424.92	$0.00	$479,625.86	3,893
			STOPLOSS Total	($25,473.49)	($25,473.49)	$0.00	$0.00	$0.00	0
			Customer Grand Total	$518,577.29	$518,577.29	$64,424.92	$0.00	$479,625.86	3,893

HIDALGO COUNTY DEPT. OF BUDGET AND MANAGEMENT
CERTIFICATION OF MEDICAL INSURANCE CLAIMS
PAID BY BLUE CROSS BLUE SHIELD OF TEXAS

FOR THE PERIOD OF **November 24, 2012 thru December 7, 2012**

Hidalgo County's Self-Funded Health Insurance, Third Party Administrator (TPA) Blue Cross Blue Shield of Texas, has submitted to my office a request to reimburse the County's CLAIMS PAYING ACCOUNT in the amount of **$911,623.40**.

1). Hidalgo County
2). Hidalgo County Head Start Program
3). Hidalgo County Appraisal District
4). Hidalgo County Community Service Agency
5). Hidalgo County Drainage District No.1
6). Hidalgo County Retirees
7). Hidalgo County COBRA

Total Reimbursement Requested by Blue Cross Blue Shield of Texas for dates 11/24/2012 to 12/07/2012 is $911,623.40.

Dept. of Budget & Management Employee Benefits Division is requesting approval of this payment on the Commissioners' Court Agenda of December 18, 2012.

I hereby approve this reimbursement and I and/or my staff have reviewed each claim included on the attached check register and to the best of my knowledge ensure:

- All the claimants are in fact employees/participants of Hidalgo County, Hidalgo County Head Start Program, Hidalgo County Appraisal District, Hidalgo County Community Service Agency, Hidalgo County Drainage District No.1, Hidalgo County Retirees and Hidalgo County COBRA.
- All fees to vendors are appropriate for the type of service provided.
- All insurance premiums paid to Hidalgo County for Health Insurance Self-Funded Account were deposited to the Hidalgo County Treasurer's Office and credited to the corresponding revenue account.
- All types of expenditures reflected on this claim report are appropriate for the Hidalgo County Health Insurance Self Funded Account.

Dora Vazquez — Dec. 12, 2012
Employee Benefits Director — Date

Dept. of Budget & Management Budget Officer — 12/12/12
Date

Commissioner's Court Approval — Date

AI-35535 **8. A.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar Submitted By: Gricelda Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval for County to exercise the final (2-years) extension (as provided under the current contract) for "Consulting Services for Worker's Compensation Actuarial Study" for Hidalgo County, under the same rates, terms and conditions with AMI Risk Consultants, Inc. (C-10-261-01-18)

BACKGROUND

Contract would be effective from January 19, 2013 thru January 18, 2015.

Fiscal Impact

FISCAL YEAR: 3 ACCT. #: 2202-419-50-115-065-0-311

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Attachments

Email-Dept;. Approval

Memo-AMI Risk Consultants- Approval

Current Agreement

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 12:56 PM
Budget & Management	Obdett Calzada	12/13/2012 02:23 PM
Olga Garza	Olga Garza	12/14/2012 05:01 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Gricelda Villarreal Started On: 11/30/2012 02:13 PM

Final Approval Date: 12/14/2012

From:	Flora Vazquez
To:	Cris Villarreal
Cc:	Sergio Cruz; Dina Trevino
Subject:	Fwd: Re: Contract Renewal for Acturial Study
Date:	Wednesday, November 28, 2012 5:50:47 PM

Please proceed to recommend the 2 year extension with AMI Risk Consultants. Thank you
----- Forwarded Message -----
From: Sergio Cruz <sergio.cruz@co.hidalgo.tx.us>
To: Flora Vazquez <flora.vazquez@co.hidalgo.tx.us>
Cc: Dina Trevino <dina.trevino@co.hidalgo.tx.us>, Angelica Tapia <angelica.tapia@co.hidalgo.tx.us>
Sent: Wed, 28 Nov 2012 16:56:49 -0600 (CST)
Subject: Re: Contract Renewal for Acturial Study

If our previous experience was good, please proceed and recommend the 2 year extension.

Sergio Cruz

Budget Officer
County of Hidalgo, Texas
Department of Budget & Management
Office: (956) 292-7000 Ext. 5424
Fax: (956) 292-7035
sergio.cruz@co.hidalgo.tx.us

----- Original Message -----

From: "Flora Vazquez" <flora.vazquez@co.hidalgo.tx.us>
To: "Sergio Cruz" <sergio.cruz@co.hidalgo.tx.us>
Cc: "Dina Trevino" <dina.trevino@co.hidalgo.tx.us>
Sent: Wednesday, November 28, 2012 4:42:14 PM
Subject: Fwd: Contract Renewal for Acturial Study

The WC Actuarial study with AMI Risk Consultants is up for renewa. Please advise if we should recommend the 2 year extension available under the contract.
----- Forwarded Message -----
From: Cris Villarreal <cris.villarreal@co.hidalgo.tx.us>
To: 'Flora Vazquez' <flora.vazquez@co.hidalgo.tx.us>
Sent: Mon, 26 Nov 2012 16:22:33 -0600 (CST)
Subject: Contract Renewal for Acturial Study

Flora,

Just want to advise you that the contract for Worker's Compensation Actuarial Study with AMI Risk Consultants is coming up for renewal. There is an additional two (2) year extension available under the current contract, so please advise if you would like to continue the services so that I can send notice to the company. I will also need your budget account information for the agenda backup.

Thank you,

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

November 30, 2012

AMI Risk Consultants, Inc.
C/O Bob Ingco
11410 N. Kendall Drive, Suite 208
Miami, FL. 33176-1031

email: bobingco@amirisk.com

Re: C-10-261-01-18
"Consulting Services for Worker's Compensation Actuarial Study"

Dear Mr. Ingco:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the third of four (4) one (1) year County's options to exercise an extension 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 December 18, 2012 for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than, Friday, December 7, 2012, via facsimile to (956) 956-292-7612 or email to: cris.villarreal@co.hidalgo.tx.us, so as to meet the agenda request form deadlines.

By: Aguedo M. Ingco, President Date: December 4, 2012

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 Qualification.

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,

Gricelda (Cris) Ayala, Buyer III
Hidalgo County Purchasing Department

cc:
department
auditors

PROFESSIONAL SERVICES AGREEMENT

C-10-261-01-18

This Agreement is made and entered into the **18th day of January, 2011** by and between HIDALGO COUNTY, herein referred to as "the County" and AMI RISK CONSULTANTS, INC., herein referred to as "the Consultant".

WHEREAS, the County desires to acquire actuarial consulting services of the Consultant to perform actuarial studies of the County's Workers' Compensation Self-Insurance Fund; and

WHEREAS, the Consultant agrees to perform the services for the County under the terms and conditions set forth in this Agreement;

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH HEREIN, IT IS HEREBY AGREED BETWEEN THE PARTIES:

1. **Scope of Work.** The Consultant agrees to perform actuarial services for the County's Workers' Compensation Self-Insurance Fund as described in the County's Request for Proposal (RFP No. 2010-261-11-03CGV), attached hereto as Exhibit A and made a part hereof, and the Consultant's proposal, attached hereto as Exhibit B and made a part hereof.

2. **Compensation.** The County agrees to pay the Consultant for work performed and professional services rendered under this Agreement in an amount not to exceed Three Thousand Six Hundred Dollars ($3,600.00) annually.

3. **Term.** This Agreement shall be for a period of two (2) years upon its signing with the County's option to renew for two (2) additional years at the same rates, terms and conditions. The County reserves the right to continue this Agreement for an additional sixty (60) day Grace Period at the end of the contract under the same rates, terms and conditions.

4. **Severability.** If any provision of this Agreement is held to be unenforceable, invalid or illegal by any court of competent jurisdiction, such unenforceable, invalid, or illegal provision shall not affect the remainder of this Agreement.

5. **Applicable Laws.** In performing the services provided in this Agreement, the Consultant shall comply with all applicable federal and state laws, rules, and regulations.

6. **Jurisdiction.** The laws of the State of Texas shall apply to govern the construction of this Agreement and the Courts of the State of Texas shall have sole and exclusive jurisdiction over any action brought to enforce, modify, declare rights, or otherwise interpret this Agreement.

7. **Sovereign Immunity.** Nothing herein shall be interpreted as a waiver, express or implied, of the sovereign immunity of the County.

8. **Entire Agreement.** This Agreement incorporates all the agreements, covenants and understandings of the parties concerning its subject matter, and all such covenants, contracts, and understandings have merged into this written contract. No prior agreement or understanding of the parties or their agents shall be valid or enforceable. This Agreement may not be altered, changed, or amended except when executed in writing and agreed to by both parties.

9. **Waiver.** Failure of the County to insist upon strict compliance with any of the terms, covenants, and conditions hereof shall not be deemed a waiver or relinquishment of any similar right or power hereunder at any other provision hereof.

10. **Covenant Against Contingent Fees.**

    A. The Consultant warrants that he has not employed any person or firm to solicit or secure this Agreement for a commission, percentage, brokerage or contingent fee.

    B. Breach of this warranty shall give the County the right to terminate this Agreement, or at its discretion, to deduct from the Consultant's fee the amount of such commission, percentage, brokerage or contingent fee.

11. **The Consultant Agrees to:**

    A. Allow access by the County or any of its authorized representatives, to any books, documents, papers, and records of the Consultant which are directly pertinent to this Agreement, for the purpose of making audit, examination, excerpts, and transcriptions.

    B. Retain all required records for three years after final audit has been completed by the County and all other pending matters are closed.

12. **Notices.** Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and if sent by personal delivery or by certified mail, return receipt requested, to the party to whom notice shall be given at the address set forth below.

    A. County:

HIDALGO COUNTY
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539

B. Consultant: Bob Ingco, President
AMI RISK CONSULTANTS, INC.
11410 N. Kendall Drive, Suite 208
Miami, FL 33176-1031

Notice shall be deemed effective upon receipt if made by personal delivery, or by deposit in the United States mail.

13. **Breach of Contract.**

A. If the Consultant fails to execute the work, or any separable part thereof, with the diligence that will insure its completion within the time specified in this Agreement or any extension thereof, or fails to complete said work within such time, or if the County for any other reason is not satisfied with results or progress of the said work, or if the Consultant violates or fails to properly comply with or perform in any material respect any condition or provision hereof, the County shall have the right, upon prior written notice to the Consultant, to terminate this Agreement (or any separable part thereof).

B. The County may additionally terminate this Agreement at any time if the Consultant fails to submit required reports and other documents as requested by the County within previously defined time schedules; or if the Consultant fails to verify invoices submitted to the County for payment.

C. Upon termination, the County may take over the work and complete it, by contract, or otherwise, and may take possession of and use any materials, information and records for completing the work. The County shall have the benefit of such work as may have been completed up to the time of such termination or cancellation, and with respect to any part which shall be approved and accepted by the County there shall be such equitable adjustment of compensation, if any, as may be determined by the County. The Consultant shall be liable for any damages to the County resulting from the Consultant's failure to complete the work within the specified time, whether or not the Consultant's right to proceed with the work is terminated. The liability includes any increased costs incurred by the County in completing the work.

14. **Termination for Convenience.** Irrespective of any default hereunder, the County may also at any time in its discretion terminate, with or without cause, the Consultant's services hereunder and cancel the Agreement in whole or in part, and in such event the Consultant shall be entitled to receive equitable compensation for all work completed and accepted by the County.

15. **Assignment of Contract.** The obligations and duties of the Consultant under this Agreement, any interest in this Agreement or any claims for money due or to

become due under this Agreement, shall not be assigned or transferred, in whole or in part, without the prior written approval of the County but this shall not prohibit the assignment of the proceeds due hereunder to a bank or financial institution. Any such prohibited assignment or transfer made without the express written consent of the County shall be null and void.

16. **Ownership of Documents.** All work prepared under this Agreement, including all reports (finished and unfinished), shall become the property of the County upon its acceptance of the work in writing or upon the termination of the Consultant's services hereunder, and the Consultant shall have no claim for additional compensation as a result of the County's exercise of its right of ownership and use of the documents.

17. **Status of the Consultant.** The **Consultant,** his agents and employees, are independent contractors performing professional services for the County and are not employees of the County. The Consultant, his agents and employees shall not be entitled to any of the benefits afforded to employees of the County as a result of this Agreement.

18. **Subcontracting.** The Consultant shall not subcontract any portion of the services to be performed under this Agreement without prior written approval of the County.

19. **Confidentiality.** Any information given to or developed by the Consultant in performance of this Agreement shall be kept confidential and shall not be available to any individual or organization by the Consultant without the prior written approval of the County.

20. **Representations and Warranties.** The Consultant warrants and represents that he has the knowledge, experience, and ability to perform the services required pursuant to this Agreement, and all material representations given by the Consultant upon which the County relied in connection with entering into this Agreement are true.

IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT AS OF THE DATE FIRST WRITTEN ABOVE.

Ramon Garcia, County Judge
HIDALGO COUNTY
2812 S. Business Highway 281
New Administration Building
Edinburg, TX 78539

Bob Ingce, President
AMI RISK CONSULTANTS, INC.
11410 N. Kendall Drive, Suite 208
Miami, FL 33176-1031

Approved by Commissioners' Court
on 11/18/11

State of Texas)
)ss.
County of Hidalgo)

Subscribed and Sworn to before me
This 19th day of January,
2011.

My Commission Expires:

4-21-2011

Notary Public

MONICA BADILLO
Notary Public, State of Texas
My Commission Expires
04-21-2011

State of Florida)
)ss.
County of Dade)

Subscribed and Sworn to before me
This 26TH day of JANUARY,
2011.

My Commission Expires:

12-26-2013

Notary Public

NANCY G. FLANNERY
Commission # DD 944385
Expires December 6, 2013
Bonded Thru Troy Fain Insurance 800-385-7019

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

By:

ATTEST:

Arturo Guajardo, Jr., County Clerk

Fee Schedule

Professional Fees

To perform the actuarial services described in this proposal, AMI will bill the County a ***total annual fixed fee ("not to exceed" cost) of $3,600*** broken down as follows:

	Flat Rate
Rate/Premium Analysis- (Funding Projections)	$600
Reserve Analysis	$3,000
Total	$3,600

We have discounted our fees significantly to show our sincere desire to start a business relationship with the County.

Bob Ingco FCAS, MAAA, CPCU, ARM
President

Our objective is to render prompt and responsive service at a reasonable fee. We make every effort to keep fees at a minimum through careful planning, control of time and coordination of efforts.

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/4/2012

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).

PRODUCER
COSTANZA INSURANCE AGENCY INC.
PO BOX 550
VERDUGO CITY, CA 91046-0550
OB80250

CONTACT NAME: ELSA ESCOBAR
PHONE (A/C, No, Ext): 818-542-3222 FAX (A/C, No):
E-MAIL ADDRESS: E.ESCOBAR@CIA-CA.COM

INSURER(S) AFFORDING COVERAGE	NAIC#
INSURER A : EVANSTON INSURANCE COMPANY	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
AMI RISK CONSULTANTS, INC.
11410 N. KENDALL DR., SUITE 208
MIAMI, FL 33176

COVERAGES CERTIFICATE NUMBER: 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	
	GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
	☒ CLAIMS-MADE ☐ OCCUR						MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$
	☐ POLICY ☐ PRO-JECT ☐ LOC							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ☐ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						WC STATU-TORY LIMITS ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	PROFESSIONAL LIABILITY			EO-851167 RETRO DATE: 8-3-94	8/3/12	8/3/13	$2,000,000 PER CLAIM $2,000,000 AGGREGATE	

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

CERTIFICATE HOLDER

HIDALGO COUNTY
PURCHASING DEPARTMENT
2818 S. BUSINESS HWY. 281
EDINBURG, TX 78539
ATTN: CRIS VILLARREAL

CANCELLATION

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

© 1988-2010 ACORD CORPORATION. All rights reserved.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
12/04/2012

PRODUCER

McKinley Financial Services, Inc.
545 North Andrews Avenue
Fort Lauderdale, FL 33301
954.938.2685
tparke@mckinleyinsurance.com

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

AMI Risk Consultants, Inc
11410 N. Kendall Dr., Suite 208
Miami, FL 33176

COMPANIES AFFORDING COVERAGE

COMPANY A	Burlington Insurance Co.
COMPANY B	Markel Insurance Co.
COMPANY C	Western Heritage Insurance Co.
COMPANY D	

COVERAGES

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.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS MADE [X] OCCUR [ ] OWNER'S & CONTRACTOR'S PROT [ ] INCLUDES ATHLETIC PARTICPANTS	289B005135	05/19/2012	05/19/2013	GENERAL AGGREGATE PRODUCTS-COMP/OP AGG PERSONAL & ADV INJURY EACH OCCURRENCE FIRE DAMAGE (Any one fire) MED EXP (Any one person)	$ 2,000,000.00 $ 1,000,000.00 $ 1,000,000.00 $ 1,000,000.00 $ 50,000.00 $ 5,000.00
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [X] HIRED AUTOS [X] NON-OWNED AUTOS	289B005135	05/19/2012	05/19/2013	COMBINED SINGLE LIMIT BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE	$ 1,000,000.00 $ $ $
	GARAGE LIABILITY [ ] ANY AUTO				AUTO ONLY-EA ACCIDENT OTHER THAN AUTO ONLY: EACH ACCIDENT AGGREGATE	$ $ $
	EXCESS LIABILITY [ ] UMBRELLA FORM [ ] OTHER THAN UMBRELLA FORM				EACH OCCURRENCE AGGREGATE 	$ $ $
B	WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: [ ] INCL [ ] EXCL	MWC0008619-02	07/22/2012	07/22/2013	[X] WC STATU-TORY LIMITS [ ] OTH-ER EL EACH ACCIDENT EL DISEASE - POLICY LIMIT EL DISEASE - EA EMPLOYEE	 $100,000.00 $500,000.00 $100,000.00
C	OTHER BOND Liability	21BDDCC0744	02/24/2012	02/24/2015	Fidelity	$150,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

County of Hidalgo is named additional insured with respect to the General Liability policy.

CERTIFICATE HOLDER

Hidalgo County
Purchasing Department
2818 S. Business Hwy 281
Edinburg, TX 78539

Attention: Cris Villareal

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

James E. Drake

© ACORD CORPORATION 1988

AI-35536 **8. B.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar Submitted By: Gricelda Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval for Hidalgo County to exercise the third (3rd) year extension option as provided under the current contract for "Turnkey Interactive Voice Response System' for Hidalgo County Elections Department, under the same rates, terms and conditions with Drake Communications Inc. (E-12-045-01-17).

BACKGROUND

Extension of contract to become effective from January 19, 2013 thru January 18, 2014. Department will be utilizing Yr 2013 funding.

Fiscal Impact

FISCAL YEAR: 2 ACCT. #: X-1100-414-00-130-001-0-336

FUNDS AVAILABLE Y/N?: Pending MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

As per Dept. a requisition will be produced when 2013 funding becomes available.

Please note PO#669828 was used for 2012 period.

Attachments

Email-Dept. Approval

Memo-Drake

Current Contract

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 12:56 PM
Budget & Management	Obdett Calzada	12/13/2012 02:18 PM
Roland Garcia	Rolando Garcia	12/14/2012 08:53 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Gricelda Villarreal Started On: 11/30/2012 02:15 PM

Final Approval Date: 12/14/2012

From: Melanie Esparza
To: cris.villarreal@co.hidalgo.tx.us
Subject: FW: Renewal of Contract with Drake
Date: Tuesday, December 04, 2012 3:11:15 PM
Attachments: Contract Information.pdf
Importance: High

Good afternoon Cris,

As per our conversation we will be renewing our contract with Drake. We will be opening up a requisition in January of 2013 and we will be using account number 336. If you need any additional information from me please let me know.

Thank You,

Melanie Esparza
Hidalgo County Elections Department
melanie.esparza@co.hidalgo.tx.us
Edinburg, TX 78539
956-318-2570 Ext: 5707

From: Yvonne Ramon [mailto:yvonne.ramon@co.hidalgo.tx.us]
Sent: Tuesday, December 04, 2012 1:28 PM
To: 'Melanie Esparza'
Cc: 'Amanda Valdez'
Subject: FW: Renewal of Contract with Drake
Importance: High

Let's discuss. I wish I had had this with me when we met this morning…..

Yvonne Ramón, CERA
Elections Administrator
Hidalgo County
(956)318-2570

From: Cris Villarreal [mailto:cris.villarreal@co.hidalgo.tx.us]
Sent: Friday, November 30, 2012 2:21 PM
To: yvonne.ramon@co.hidalgo.tx.us
Cc: amanda.valdez@co.hidalgo.tx.us
Subject: Renewal of Contract with Drake
Importance: High

Ms. Ramon,
Just want to inform you that the contract with Drake Communications Inc, is coming up for the third year extension renewal on January 19, 2013. Please advise us if you will be continuing the services for the "Turnkey Interactive Voice Response System" so as to proceed to advise the company. I will also need the budget account information and a requisition number (if available) for the agenda backup for meeting of Dec. 18, 2012.

Thank you,

Cris Ayala
Gricelda (Cris) Ayala, Buyer III
Hidalgo County Purchasing Department
Ph.: (956) 318-2626 or (956) 292-7000 Ext. 4867
Fax: (956) 292-7612
email: cris.villarreal@co.hidalgo.tx.us

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

December 3, 2012

Drake Communications Inc.
C/O Cecil Drake
2435 Square Place, Suite 400
Dallas, Texas 75234

Email: cdrake@drakecommunications.com

Re: E-12-045-01-17
"Turnkey Interactive Voice Response System"

Dear Mr. Drake:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the third of four (4) one (1) year County's options to exercise an extension 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 December 18, 2012 for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than, Friday, December 7, 2012, via facsimile to (956) 956-292-7612 or email to: cris.villarreal@co.hidalgo.tx.us, so as to meet the agenda request form deadlines.

By: C R Drake Date: 12/6/12

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 Qualification.

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,

Gricelda Ayala

Gricelda (Cris) Ayala, Buyer III
Hidalgo County Purchasing Department

cc:
department
auditors

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

E-12-045-01-17

January 9, 2011

Effective from: 01/19/2012 thru 01/18/2013

Drake Communications Inc.
C/O Cecil Drake
2435 Square Place, Suite 400
Dallas, Texas 75234

Re: E-11-051-01-11
"Turnkey Interactive Voice Response System"

Dear Mr. Drake:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's sole option to exercise an extension 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 January 17, 2011for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than, today, January 9, 2012, via facsimile to (956) 956-292-7612 or email to: cris.villarreal@co.hidalgo.tx.us, so as to meet the agenda request form deadlines.

By: C R Drake Date: 1/9/12

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 Qualification.

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,

Gricelda (Cris) Ayala, Buyer III
Hidalgo County Purchasing Department

cc:
department
auditors

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-09-459-01-19

THIS CONTRACT is made and entered into this 19th day of January, 2010 by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **Drake Communications, Inc.** a Texas Corporation. ("Company").

WHEREAS, Company responded to advertised notices for bids for **"Turnkey - Interactive Voice Response System"** (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to **Hidalgo County Elections Department**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of

this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the **Department Head, or** his designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period beginning **January 19, 2010** and ending on **January 18, 2011** and may be extended at the sole discretion of County for an additional four (4) one (1) year periods, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first. County also reserves the right to continue this bid for an additional sixty (60) day Grace Period, under the same rates terms and conditions.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County

agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

7. 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 the 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.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and

shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County:	**The County of Hidalgo** **Attn: County Judge** **100 E. Cano, 2nd Floor** **Edinburg, Texas 78539**
If to Company	**Drake Communications, Inc.** **Attn: Mr. Cecil Drake** **2435 Square Place, Suite 400** **Dallas, Texas 75234**

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by either party without cause upon thirty (30) days written notice.

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

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this 19th day of January, 2010.

COUNTY OF HIDALGO

By: _____
Rene A. Ramirez, County Judge

ATTEST:

_____
Arturo Guajardo Jr., County Clerk

COMPANY: Drake Communications Inc.
By: _____
Printed Name: C.R. DRAKE
Title: President

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

By: _____

EXHIBIT A

REQUIREMENTS/SCOPE OF SERVICES

HIDALGO COUNTY
ELECTIONS DEPARTMENT

REQUEST FOR PROPOSAL

“PURCHASE OF INTERACTIVE VOICE RESPONSE SYSTEM”

RFP NO: 2009-459-12-09-CGV

HIDALGO COUNTY ELECTIONS DEPARTMENT
REQUEST FOR PROPOSAL
"INTERACTIVE VOICE RESPONSE SYSTEM"
RFP NO: 2009-459-12-09-CGV

OVERVIEW:
The County of Hidalgo is seeking sealed proposals from qualified vendors to furnish all items essential for a **Turn-key "Interactive Voice Response System**" for the Elections Department**.** All labor and materials required as well as English and Spanish recordings, English and Spanish script writing and application write up as necessary. The Hidalgo County Purchasing Department will receive sealed envelopes containing proposals for the provision of **"Interactive Voice Response System"** as specified herein. Sealed proposals will be accepted until **9:30 A.M., Wednesday, December 9, 2009. ANY RFP RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

Deliver Submittal to:
RFP Number: 2009-459-12-09CGV

US Postal Mail Address:	Physical Address:
Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539

The Submittal Envelope Must Show The RFP Number, Name And Opening Date.

The following outlines the Request For Proposals:

SECTION I -GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION: Hidalgo County is requesting that request for proposals be routed to Martha L. Salazar, CPPB, Purchasing Agent, at:

US Postal Mail Address:	**Physical Address:**
Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539

WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN Wednesday, December 2, 2009, at 5:00 P.M. at (956) 318-2629. Responses will be sent to all applicants via facsimile by Friday, December 4, 2009. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED**.

REQUIREMENT FOR DISCLOSURE OF CONFLICT OF INTEREST:

A person, vendor, consultant or contractor required to file a conflict of interest must file an updated questionnaire each year that a contractual relationship or negotiation is pending with the County.

DISCLOSURE OF CONFLICT OF INTEREST:
Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as **Exhibit D**, the vendor, person consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contract or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful participant fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please submit complete CIQ forms to the Hidalgo County Clerk's Office locate at 100 No. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.**

PROPOSER'S AFFIDAVIT:
Prior Contract award, respondents to this RFP must submit a signed Proposer's Affidavit (attached herein in **Exhibit E**) certainly that the submission is (1) not the result of Collusion as described in the Proposer's Affidavit or that the Respondent has not and will not attempt to lobby directly or indirectly as described in the Proposer's Affidavit.

NON-DISCRIMINATION:
Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

PROCESSING TIME FOR PAYMENT:
Submitters are advised that a minimum of thirty (30) days is required to process invoices for payment.

ELECTRONIC TRANSMISSION OF PROPOSALS:
Hidalgo County's Purchasing Department will not accept telegraphic or electronically transmitted submissions.

PROOF OF FINANCIAL AND BUSINESS CAPABILITY:
Submitters must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these requirements. Hidalgo County will make the final determination as to the submitter's ability.

SUBMITTER DEFAULT:
Hidalgo County reserves the right, in case of submitter default, to procure the articles or services from other sources and hold the defaulting submitter responsible for any excess costs occasioned thereby.

RESTRICTIVE OR AMBIGUOUS REQUIREMENTS:
It is the responsibility of the submitter to review the Request for Proposal (RFP) packet and to notify the Purchasing Department if the requirements are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the requirements or proposers procedures must be received in the Purchasing Department not less than seventy-two hours prior to the time set for the opening. These criteria also apply to requirements that are ambiguous.

HAND DELIVERED PROPOSALS:
Hidalgo County requires submitters, when hand delivering proposals, to make sure that it is stamped with date and time by the County Purchasing Staff.

SIGNING OF PROPOSALS:
In order to be considered all submittals **must** be signed. **Please sign the original in blue ink**.

WAIVING OF INFORMALITIES:
Hidalgo County reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County.

SUBCONTRACTING:
The successful submitter **may not** subcontract the award without the written consent of the Commissioners' Court of Hidalgo County.

DURATION OF CONTRACT: The contract shall be for the period of five (5) years. Hidalgo County reserves the right to continue this proposal for an additional sixty days (60) "grace period" at the end of the contract term for unforeseen delay of award for the next term and contingent upon cost remaining unchanged. Additional requirements to be included in the contract, stated under **SPECIFICATIONS/SCOPE OF SERVICES** (Warranty, Maintenance and Service) in ***Exhibit "A"*** .

DAVIS BACON ACT:
All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications. **(if applicable)**.

MARKET VOLATILITY AND UNIT PRICE ADJUSTMENTS:

Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

a. **Requesting Price Adjustment**: Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.

   i. A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.

   ii. The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.

   iii. The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.

   iv. No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.

   v. The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

b. **Price Reduction**: Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.

c. **Time frame for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have

the price increase continue or that the Vendor is requesting a different price increase for the following quarter. Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

d. **Allowable Review Periods**: Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.

e. **Dollar Limit to Price Changes**: The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

SECTION II - RFP REQUIREMENTS

REQUEST FOR PROPOSALS:

The required contents and limitations for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in disqualification of the submitted RFP. A total of **one (1) original and seven (7) copies** of the RFP shall be submitted to the address on the cover letter.

UNDERSTANDING OF THE PROJECT:

This section should demonstrate the proposers understanding of the project needs, the services required, and any local issues or concerns. Briefly explain how long you have been organized and your business objectives. Explain how long you have been in business. This description should be concise, candid, and limited to 3 pages in length.

PROPOSER'S QUALIFICATIONS:

Hidalgo County is soliciting to contract with a qualified vendor with proven elections experience with interactive voice response systems for large counties. The proposer who will directly perform the services is required to have any and all applicable licenses, permits and certifications to perform necessary services and must with RFP. Photostat copies are acceptable

PERSONNEL AND STAFFING:
The proposers should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member designated Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided. Information regarding the proposer's credentials, education and experience with other entities is required and will be scored accordingly during the evaluation process.

REQUIRED CERTIFICATES AND SUBMITTAL:
This section will contain ***any/all*** licenses, registrations, permits, and certifications as required by the STATE OF TEXAS and HIDALGO COUNTY that you possess that deem you as qualified.

If proposer/vendor cannot meet any of the following services/responsibilities, such exceptions must be noted on the company's cover letter.

PROPOSERS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:
Proposer(s) is to provide a proposed fee on a proposal page based on the scope of services/work requested.

RFPs must be submitted by **no later than 9:30 a.m. on Wednesday, December 23, 2009.**

SCOPE OF SERVICES/REQUIREMENTS

GENERAL INFORMATION:
Hidalgo County Elections Department (hereafter called County) intents to contract with the most qualified providers (hereafter called "vendor") to provide all items essential for the purchase a **Turn-key "Interactive Voice Response System"** to include all labor and materials required. The System should be available for installation upon award of the contract and/or purchase order and be fully implemented by January 22, 2010.

SPECIFICATIONS:
We need a sixteen (16) line capacity Interactive Voice Response System (IVR) that provides all forms of voter information from how to register, to where to vote along with a vast amount of other information that would be suitable at the appropriate time. We will need a system that includes at least five (5) different tracks of information to be implemented at different times.

Please provide a synopsis of your proposed solution following the format as noted below:

I. Service Enhancement Plan:
   a. Provide a brief summary of the specific steps and actions you would propose to improve Hidalgo County's application and reduce overall costs.

II. Capability Assessment:
   a. Each proposer is required to describe the programs and procedures that it will bring to meet Hidalgo County's requirements;

III. Fees:
   a. Participants submitting proposals to provide including, but not limited to the following:
      1) Labor, materials, training and testing system;
      2) Warranty to provide and install the equipment;
      3) Maintenance agreement (On a three (3) year and a five (5) year);

IV. Timelines:
   a. System must be fully operational on or before January 22, 2010, in order to handle calls about the March 2, 2010 Primary Election.
   b. Each proposer is required to provide a complete implementation plan demonstrating the capability to meet this deadline and listing major deliverables.

STATEMENT OF WORK

1.0 General

1.1 Hidalgo County seeks a vendor with proven elections experience in large counties to acquire, deliver, install, convert data, prepare scripts and recorded materials, documents test, make fully operational and then maintain a turnkey, telephone based, Interactive Voice Response (IVR) System.

1. 2 The purpose of the IVR is to provide voters and election officials with automated information about voter registration status, precinct and polling place information and other data relevant to the conduct of elections and voter registration.

1.3 This system must provide English and Spanish recordings, English and Spanish script writing and application write-up as necessary. This interactive voice response system is to provide information to the calling public 365 days a year/24 hours a day. This purchase would reduce the amount of manpower necessary to handle the redundant phone requests that consistently come into the department throughout the year.

2.0 Scope

2.1 The awarded vendor shall provide any and all hardware, software, programming, setup, interfaces, cables, connectors, training, documentation and any and all other materials (including recordings) required to install, make fully operational and also maintain the system. Hidalgo County shall make available an agreed upon number of fully functional analog telephone lines in which calls shall be routed by the Countywide Telephone System to the proposed vendor system. The system will be designed to run unattended twenty-four (24) hours per day, seven (7) days per week.

2.2 Hidalgo County has approximately 700,000 residents and approximately 290,000 registered voters in its voter registration database. These voters reside in approximately 140 precincts and in a Presidential Election we typically use 95 polling places. Numerous smaller elections are held with typical county-wide contests using up to 40 polling places.

3.0 Timelines

3.1 The system must be fully operational on or before January 22, 2010 in order to handle calls about the March 2, 2010 Primary Election. Early voting for this election commences on February 16, 2010. Vendor must provide a complete implementation plan demonstrating the capability to meet this deadline and listing major deliverables.

4.0 Specifications

The system shall meet the following specifications including but not limited to:

4.1 *Capability and Performance*

4.1.2 Sufficient capability to answer calls by the second ring 99 percent of the time. The vendor shall describe the modeling they have done to meet such specification. Vendor shall identify three counties and appropriate contacts for verification of implementation of the system and a model of appropriate magnitude for Hidalgo County.

4.1.3 Full redundant hardware and software such that no single point of failure will take down the entire system (assuming power, air conditioning and phone lines to the Countywide telephone system).

4.2 Scripts must be presented as part of the proposal and be available to provide for at least, but not limited to, the following inquires/information:

- Polling Places for Early Voting
- Early Voting Requirements and Dates

- Polling Places for Election Day individualized for each voter
- Absentee Ballot Application
- Voter Registration Application
- Dates for Elections
- How to contract the Elections Department

4.3 Reports must be available which will document the following:

- Number of calls
- Number of calls in selected time periods
- Number of calls per subject area
- Number of calls per subject in selected time periods
- Other

4.4 Delivery and Installation must be completed, to include training the Hidalgo County Elections staff and testing within the week of January 18, 2010 to January 22, 2010.

4.5 Configuration will be presented to County for an appropriate evaluation prior to final selection. It must demonstrate technical setup and technical operational requirements such that it demonstrates a successful operation. Vendor must discuss any previous system challenges and how they are addressed in both manner and timeliness.

4.6 Testing will include a robust assessment of multiple calls and multiple subjects to approximate a short period of Election Day. System must receive and process all calls and print reports as required. Selected Vendor and the County will prepare and appropriate script for testing.

4.7 Acceptance will be completed after successful operation of the system during the March 2, 2010 election. Minimum acceptance will include:

1) System must answer 90% of all incoming calls on a timely basis, not later than 3rd ring.
2) System must correctly answer 98% of all calls in a 1 hour test period to be conducted prior to January 22, 2010.
3) System must be able to shut down and start again with no loss of capability or response time or accuracy.
4) System must produce reports that indicate type of call and time of call, by subject matter, for the period use of the test stated in 1 and 2 above.
5) System must meet same standards in 1 and 2 above in a subsequent test on January 22, 2010 to assure consistency in performance.

5.0 Training:

5.1 Training will be conducted in the Hidalgo County Elections Department Training room. Vendor will coordinate with appropriate County agencies to assure preparations of the selected operational site.

5.2 All staff should be trained with a combination of written materials, demonstrations and hands-on use of the system in a test environment.

6.0 Warranty, Maintenance and Service:

6.1 Warranty of the system shall be for at least one (1) year from the date of formal acceptance. Upon warranty expiration, a software and hardware maintenance and service contract will be initiated.

6.2 An ongoing maintenance plan must include scenarios, recordings and costs addressing regularly scheduled operations and technical checks as well as a preventative maintenance schedule. It should also identify proposed response times in the event of both emergency and non-emergency conditions.

6.3 County prefers to have a warranty program for five (5) years, on-site maintenance. Vendor must present a warranty and maintenance cost schedule for both three (3) and five (5) years for evaluation.

6.4 Vendor shall provide staff available for On-site maintenance and support through-out the maintenance agreement.

6.5 Vendor must keep all software at current levels and install all upgrades that may be required over the life of the product.

6.6 Vendor must provide all software licenses to all third party products (like Microsoft Windows and Server products) as well as the call processing software.

Capability Assessment:

Proposals should address the following areas:

1. Service standards currently in place to measure quality of service delivered to clients;
2. Disaster-recovery plans for both data and personnel;
3. Maintenance plans both after warranty and preventative;
4. Information for handling transition with minimal disruption to ongoing operations;
5. Sample of scripts;
6. Sample of types of reports available.

RFP SUBMITTED TO: An original and seven (7) copies of RFPs should be submitted to:

US Postal Mail Address:	**Physical Address:**
Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539

ADDITIONAL INFORMATION:

- All/Any costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the proposer and not reimbursements for such charges or expenses shall be passed onto Hidalgo County.

- Hidalgo County has the authority to utilize State Contracts from its membership with their existing or new cooperatives whenever it is in the County's best interest to do so.

SECTION III – SELECTION/EVALUATION/RANKING

EVALUATION COMMITTEE:

The County's evaluation committee will consist of the Elections Office Staff and member(s) of the Purchasing Department.

A. SELECTION/EVALUATION/RANKING PROCESS:

The RFP shall be submitted according to the schedule below. The County of Hidalgo is not required to select the proposal with the lowest fees, but shall take into consideration other factors, including past experience, evidence of good organization background, references, ability to provide requested services, and any other factors found necessary for quality services. Hidalgo County Elections Department will evaluate the proposals utilizing the evaluation criteria outlined in Exhibit "B" attached herein. Thereafter, Hidalgo County Commissioners' Court will rank and/or award this proposal.

Proposals will be graded on a 100-point system with emphasis on ability to service Hidalgo County Elections Department, including but not be limited to, the items listed below:

1.	**Capability and Performance**	**25 points**
2.	**Ability to provide all services requested**	**30 points**
3.	**Experience with Elections Systems** .	**20 points**
4.	**Cost and Warranty/Maintenance Service**	**25 points**
		Total 100 Points

B. RANKING OF PROPOSALS:

Hidalgo County Elections Department will evaluate and score the RFP responses. After the RFPs have been evaluated and scored, Hidalgo County Elections Department will make a recommendation to Hidalgo County Commissioners' Court for approval of rank and/or award of proposal before proceeding with negotiation process.

C. NEGOTIATION PROCESS:

Compliance with all requirements, the most cost productive, efficient and effective plan will be considered. Emphasis will be placed on capability to perform within the program as well as meeting the needs of Hidalgo County. Accuracy and completeness are essential. If negotiations proved unsuccessful, the next highest ranked proposer will be contacted. Hidalgo County reserves the right to reject any and all RFPs.

EXHIBIT "B"

PROPOSAL PAGE



Drake Communications Inc.

2435 Squire Place Suite 400
Dallas, Texas 75234
(972) 243-2500 Fax (972) 247-2872

Service (214) 206-3315
Dallas (214) 206-3333
Metro (817) 461-8800

Specialists in High Volume Call Processing Applications

December 19, 2009

Martha L. Salazar
CPPB, Purchasing Agent
Hidalgo County
2812 S. Business Hwy 281
Edinburg, TX 78539

Dear Mrs. Salazar,

Pricing includes all installation, training, applications writing, and script writing and recording. Delivery of the system will be approximately 30 days from date of order depending on our workload and your responsiveness to our questions about scripting. The system will first be recorded in our offices and you will be given a number to call so that you may listen to and approve recordings. All systems come with Spanish as a second language track, at no cost. This would mean all callers would have to make a language choice before receiving any information, you must ask for this option to receive it.

Training

Little training is necessary as we will manage and update your system to handle the needs as they develop day to day using as a base our 5-track information system for different situational needs as they occur during the voting cycle. However you will need to be trained on:

1. How to create new or change existing recordings.
2. How to print and understand reports.
3. How to reboot the system.
4. Other day-to-day duties that might be necessary to run the system.

Ongoing Costs

Drake Communications will handle as part of your purchase price, all day-to-day IVR chores during the first year after purchase. In future years, this complete maintenance continues through our Expert Management Agreement.

Data Needs

The ongoing database management is to be maintained by Drake Communications once it has been presented to us on CD-ROM, or transmitted to us via our FTP site, in an ASCII, comma or tab delimited format. This particular operation needs to be done after the close of each voter registration that you want updated look up for. When you complete your registration closing and approve that list, the registered voter data should be pulled to a file as detailed in the database format attachment and sent to us. We format the information so that the IVR can work with it, and we eliminate any duplicates of which there will be approximately two to five percent in most cases. Database preparation is included in your Expert Management services.

Installation/Telecom Needs

The Keystone system connects through an amphenol connector on a 25-pair cable. We provide a female connector with the first 16 pair used to connect to our 16-port card. For each 16 ports of system you wish, a connecting cable would be necessary. A typical installation from the telecom service provider would be an RJ-21X jack with an attached 25 pair cable approximately 6 feet long and presenting for connection a male connector of which the first 16 pair are hot. The preferred type of telephone service is a terminal hunt group, which always rings the first number, which, if busy, hunts downward for the first free line (if no lines are free, the caller receives a busy signal). These lines should be call forwarded on a ring no answer status to the same number to which we transfer requests for live assistance. This provides back up in case the system fails to answer. The system also requires a dedicated phone number for modem access which number should be presented on a RJ-11 jack. We can connect directly to analog stations of any telephone switch.

Script Creation

The Keystone system is assembled and work begun on the script upon receipt of your purchase order. Script creation begins with us furnishing you with samples of scripts currently used in other counties, as well as a generic script that is the framework from which we build your script. We will need a contact person with whom to work (either in person or by telephone) on these scripts and to determine the flow of calls through the application.

Warranty/Maintenance

At the time of purchase you will receive Expert Management Agreement services for the first 12 months included in the system price. This will have an annual renewal fee.

Expert Management Agreement provides complete maintenance of the Keystone IVR, including: hardware, troubleshooting and repair, recordings including polling locations, menus (menu changes to be designed by customer) creation of Keystone IVR compatible database from voter data provided by customer, system back up services and rebuilding of lost application files. This includes unlimited hours per year. If a trip to site is required a $400.00 trip charge applies.

As part of our Expert Management Agreement, D.C.I. will implement menu changes (recording, routing) with written notification or written confirmation of phone request from customer. D.C.I. will also handle program changes to fit situation specific needs. In short, with just a small amount of help from you we will maintain your entire system, application, software, and hardware. We will present a professional face for your department to be proud of and your public will love the ease and convenience with which they can now get information.

All Maintenance Agreements run from date of Delivery. Script writing and new application development incur normal billing charges of $120.00 per half hour.

Hardware

Keystone is housed in an industrial grade computer, rack mountable in a 19" rack or can be placed on a desktop. It has an internal modem, allowing for remote diagnostics and repairs. Approximately 95% of all repairs can be done remotely. We provide service 365 days a year, 24 hours a day. We have a record of customer service in the high volume call-processing field, which is our specialty, since 1985. You will notice in our Expert Management Agreement, we expect to respond to emergencies within two (2) hours (24 hours a day) and non-emergencies within eight (8) working hours. We rarely miss these goals.

Options

Registered Voter look-up Text To Speech option:

Callers may confirm their Voter Registration status at any time, off election etc. They input their date of birth and the house number at which they are registered. WHEN THE SYSTEM FINDS THE MATCH, IT READS FROM THE DATA FILE, IN ITS COMPUTER VOICE, THE NAME OF THE PERSON REGISTERED, AND THE PRECINCT IN WHICH THEY VOTE. At Election time, the registered voter is also provided with the assigned Election Day voting location. This either confirms the person is registered or, if not found, enables caller to transfer for assistance or move to information on procedures on getting registered, ordering a voter registration form, or updating registration with current address, etc. This option is included in the bid.

POLL WORKERS can use the system to confirm registration of a person who shows up at a polling place but is not on the voting list at that location. By calling into the IVR the poll worker can confirm if that person is registered and if so obtain their polling place, therefore hopefully redirecting them to the appropriate polling location, or knowing which ballot to supply the voter or if necessary, providing the opportunity to vote a provisional ballot. This option is not included in the bid but could be added for $5,750.00.

Outreach Contact Dialer

This option uses existing lines connected to the IVR that are not currently being used for incoming call service to automatically place outgoing calls.

This option can be an enormously successful time saver for: notification to poll workers that supplies are ready and where to pick them up, the ability to call poll workers with information on training classes, telephone notification to the polling place provider the day before an election as a reminder to be on site so poll workers have access to the polling place on Election Day.

When the DC Board of Elections and Ethics, in Washington DC installed their new system, they had an unusual problem that has lead to new uses for this option. The contractor that printed the voter packet mailed to each registered voter made an error, printing the wrong polling location to 5 different precincts. By using the phone number in the registered voter data list of the affected precincts, we were able to quickly develop an out dial program and verbal message which allowed the IVR to call everyone in those precincts and verbally tell them of the problem and correct the polling place information they had received by mail.

Another county had a Court order to extend polling place hours that came on Election Day. The Outreach Contact Dialer dialed all the polling places and alerted the elections judges of the extended hours without tying up a single worker. This option is routinely used to mass communicate with Election Judges immediately prior to and on Election Day for all kinds of information dissemination. This option is included in bid.

Elections Administrator Reporting Package

This optional reporting package is designed to support the Elections Administrator, in knowing how to better serve the public and give the elections commission details on how the system is saving the department money everyday. It includes such things a reports on how many callers were answered by the system, to which areas of the system did callers visit, if requesting a polling place location how many received the information requested, if inquiring about their registration how many received the information they requested. How much time do callers spend in the IVR system getting information that would require live assistance otherwise. How many total callers visited the call center IVR and of that number how many still need operator assistance. These reports can be pulled for any time frame from hours up to one year of past activity. This option is included in bid.

Redundancy

If you would like to add redundancy to your system to ensure a more fail proof operation, we offer a RAID 5 version of the Keystone IVR. This gives you a three-hard drive system with data striped across all three drives. In the event any one drive fails we always have enough information on the two remaining drives to go on. It also provides two power supplies providing back up power from the second power supply if the first one fails. These are the two most likely problems you could experience with your system. Both the hard drives and the power supplies are external pull and plug units and hot swappable, without stopping service. This option is included in bid.

Voice Mail Services

If your present phone system does not offer voice mail, the Keystone IVR has a voice mail component which you may choose to enable at no cost. It also has a Unified Message Service which converts your voice mail messages to a wave file and sends them to your Outlook Inbox where you can listen to them over your computer speakers, by simply clicking on the message as you would an e-mail. This Unified Message Service is not included in bid but could be added as an option at $2,500.

Satisfaction Commitment

We are used to dealing with customers from East Coast to West Coast. We have no unsatisfied users of our product and as customer service is foremost in the minds of all of our customers, therefore it is foremost in ours. You will be happy, and your calling public will be happy, with our level of customer service. Should you have any additional questions please do not hesitate to call me, as I would be most happy to go over any of the above with you any time.

Sincerely,

Cecil Drake

Cecil Drake
President

PROPOSAL
INTERACTIVE VOICE REPONSE

QTY	DESCRIPTION	PRICE
1	Keystone 16 port Voter Information Interactive Voice Response System	$59,500.00
1	Keystone Outreach Caller Software package	4,500.00
1	Keystone Text to Speech Conversion Software package	N/C
1	Keystone Elections Administrator Report Package	5,900
1	Keystone Expert Management package for 1 year from date of install	N/C
1	Raid 5 upgrade providing triple hard drives and dual power supplies	5,000.00
	Total	**$74,9000.00**

**** Our Expert Management agreement is billed on an annual basis after the first year at $4,200.00 per year (for a 16-port system) and is renewable for 3 or 5 years.***

OPENED
9:47am
12-23-09
Witnessed

EXHIBIT "C"

CERTIFICATE OF INSURANCE

DRAKCO1 OP ID: CG

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/05/2012

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).

PRODUCER
Chapman-Cornelius Ins Srvs Inc
PO Box 200308
Arlington, TX 76006-0308
James M. Cornelius
Phone: 817-265-3346
Fax: 817-265-3386

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : The Hartford	
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Drake Communications, Inc.
2435 Squire Pl Ste 400
Farmers Branch, TX 75234-5308

COVERAGES CERTIFICATE NUMBER: 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	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC			46SBAVI9664	10/20/2012	10/20/2013	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 10,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS X HIRED AUTOS X NON-OWNED AUTOS			46SBAVI9664	10/20/2012	10/20/2013	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	X UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 10000			46SBAVI9664	10/20/2012	10/20/2013	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		46WBCZH7646	10/20/2012	10/20/2013	X WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Property Section			46SBAVI9664	10/20/2012	10/20/2013		

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

The policy includes a blanket automatic additional insured endorsement that provides additional insured status to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status.

CERTIFICATE HOLDER

HIDACO1

Hidalgo County
Purchasing Dept
New Administration Building
2812 S. Business Hwy 281
Edinburg, TX 78539

CANCELLATION

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

James M. Cornelius

© 1988-2010 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

AI-35543 **8. C.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L Salazar Submitted By: Letty Saenz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to exercise the additional one (1) year term option to extend/renew as provided in the current Contract# C-11-230-12-06 for the purposes of: "Countywide Mailing Services" for Hidalgo County, under the same rates, terms and conditions with UPPER VALLEY MAIL SERVICES, LLP, effective 01/01/13.

BACKGROUND

Extension/Renewal & Contract #C-11-230-12-06-Upper Valley Mailing Services

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-419-60-125-010-0-350

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

2013 Budgeted Amount is $50,000.00.

Attachments

Ext Ltr-Upper Valley Mail-C-11-230-12-06

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 12:56 PM
Budget & Management	Obdett Calzada	12/13/2012 02:24 PM
Erika Zamora	Erika Zamora	12/14/2012 02:53 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Letty Saenz Started On: 12/01/2012 11:43 AM

Final Approval Date: 12/14/2012

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

November 27, 2012

Patrick Hettler, Co-Owner (or)
James Duncan, Co-Owner
Upper Valley Mail Services, LLP
1418 Beech Avenue, Suite 109
McAllen, Texas 78501

via email postman217@aol.com
via certified mail
via facsimile (956) 630-0825

Re: Extension / Renewal of Contract No. C-11-230-12-06 - "Countywide Mailing Services" for Hidalgo County

Mr. Hettler / Mr. Duncan:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's sole option to exercise the extension/renewal for the additional **one (1) year** period as provided in the current contract (under the same rates, terms and conditions). Please acknowledge receipt of this notice of placement on the next Commissioners' Court agenda/meeting for discussion, consideration and action, by signing below and returning to the Purchasing Department, via facsimile to (956) 956-318-2629 or email to: leticia.saenz@co.hidalgo.tx.us , so as to meet the agenda request form deadlines.

By: _____ Date: _____
Patrick Hettler, Co-Owner or
James Duncan, Co-Owner

Additionally, we are requesting your company provides an "Updated Certificate of Insurance" as required through Hidalgo County's Request for (Bid, Quote, Proposal, Statements 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,

Leticia H. Saenz, CPPB/Contracts Manager
Hidalgo County Purchasing Department
xc: file

Willis

Willis of Texas, Inc. 1400 N. McColl Rd Suite 105 McAllen, TX 78501
PO Drawer 3785, McAllen, TX 75802 Main Phone: (956) 682-9423

FACSIMILE COVER PAGE

DATE: 1/28/201 **CURRENT TIME:** 3:11:21 PM

TO: [r_name_fl]
FAX: [r_fax]

FROM: Mayra B ·era
PHONE: 956 68 9423 **FAX:** **E-MAIL:** Mayra.Barrera@willis.com

RE: Certificate · Insurance

Good afternoon.

Attached is the ce· cate as requested.

Thank you.
-Mayra
956.668.350· Pho·
mayra.barrera@w· .com

IMPORTANT W· NING: This message is intended for the use of the person or entity to which it is addressed and may contain information that is ·vileged and confidential, the disclosure of which is governed by applicable law. If the reader of this message is not the intended r· ·ient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any

dissemination, dis ution or copying of this information is STRICTLY PROHIBITED.

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-11-230-12-06

THIS CONTRACT is made and entered into this **6th** day of **December, 2011** by and between the **County of Hidalgo, Texas** ("County"), and **Upper Valley Mail Services, L.L.P.** ("Company").

WHEREAS, Company responded to advertised notices for bids for: **"Countywide Mailing Services" (on an as needed basis)** (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with Exhibit "A" Request for Bids (RFB) Procurement Packet attached hereto respectively, and incorporated herein for all purposes of (the "RFB"); and;

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications within Exhibit "A" Request for Bids (RFB) Procurement Packet, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Services to **Hidalgo County**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this

Contract, and shall be obligated to render and provide the services in accordance with the Specifications contained in Exhibit "A" Request for Bids (RFB) Procurement Packet within **Hidalgo County** following a request for Services by the **Hidalgo County** or its designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services. Further Hidalgo County reserves the right to request these services from other sources other than the successful vendor and shall not be in violation of any terms or conditions of said contract.

3. This Contract shall be for a period of **one (1) year (on an as needed basis)**, commencing on **January 1, 2012** and expiring on **December 31, 2012** and may be extended at the sole discretion of the County for an additional one (1) year term under the same rates, terms and conditions. Hidalgo County also reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay of award for the next term and contingent upon cost remaining unchanged.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and

regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

7. 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 the 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.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship that County has no supervision of the performance of the Services provided by Company, and that Company is an

independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County:	County of Hidalgo Attn: County Judge 1615 South Closner, Suite J Edinburg, Texas 78539
If to Company:	Upper Valley Mail Services, L.L.P. Attn: James Duncan, Co-Owner 1418 Beech Avenue, Suite 109 McAllen, Texas 78501

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by County without cause upon thirty (30) days written notice.

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

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. **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 ninety (90) 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).

WITNESS our hands in duplicate originals this 6th day of December, 2011.

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

By: _____
Stephen L. Crain, Attorney

COUNTY OF HIDALGO

ATTEST:

By: _____
Arturo Guajardo, Jr., County Clerk

By: _____
Ramon Garcia, County Judge

Approved by Commissioners' Court
on 12-6-11-RD

COMPANY:
UPPER VALLEY MAIL SERVICES, L.L.P.

By: _____
Printed Name: JAMES DUNCAN
Title: CO-OWNER

EXHIBIT "A"

REQUEST FOR BIDS (RFB) PROCUREMENT PACKET

PURCHASING DEPARTMENT
County Of Hidalgo

REQUEST FOR BID (RFB) CHECKLIST

Hidalgo County
"Countywide Mailing Services"
Bid No: 2011-230-11-09-MEG

1. Request for Bid Letter consist of 1 page.
2. Request for Bid, Legal Notice, consisting of 8 pages.
3. Exhibit "A" Specifications consisting of 4 pages.
4. Exhibit "B" Bid Page consisting of 1 page.
5. Exhibit "C" Insurance Requirements consisting of 4 pages.
6. Exhibit "D" CIQ Conflict of Interest Questionnaire, consisting of 1 page.
7. Vendor/Bidder Application and W-9 form consisting of 6 pages.
8. Draft Requirements Agreement consisting of 4 pages.
9. Certification Regarding Debarment 1 page.

The above mentioned items shall be found in the Request for Bid (RFB) packet that is attached herewith. Should you find that any of the items are not attached in its entirety please contact Purchasing by calling (956) 318-2626, advise of missing documentation, and Purchasing will forward information either through facsimile or by U.S. Mail.

Thank you.

Martha L Salazar
Martha L. Salazar, CPPB
Purchasing Agent

10-24-11
Date

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

PURCHASING DEPARTMENT
County Of Hidalgo

October 24, 2011

Request for Bids – Hidalgo County
"Countywide Mailing Services"
Bid № 2011-230-11-09-MEG

Dear Gentlemen:

Enclosed please find a Request for Bid (RFB) packet for your review and consideration.

Hidalgo County Purchasing Department welcomes and appreciates your participation in the bid process.

If any further assistance is required, please do not hesitate to call the Purchasing Department (956) 318-2626.

Sincerely,

Martha L Salazar

Martha L. Salazar, CPPB

Hidalgo County Purchasing Agent

MLS/meg

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

REQUEST FOR BIDS

HIDALGO COUNTY
"COUNTYWIDE MAILING SERVICES"
Bid No: 2011-230-11-09-MEG
BID OPENING DATE:
NOVEMBER 09, 2011

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
HIDALGO COUNTY Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539



1. Sealed bids will be received for **HIDALGO COUNTY–"COUNTYWIDE MAILING SERVICES"** in accordance with the specifications attached as Exhibit "A" hereto. Bids should address all specifications set forth. Bidders may suggest substitutions of features which they feel would be in the best interest of HIDALGO COUNTY ("County"). Strong rationale must be presented for any deviation from the specifications. HIDALGO COUNTY reserves the right to reject the deviation and its effect on the overall bid.

2. **ONE (1) ORIGINAL AND THREE (3) COPIES** of all bids are required with the bidders name and return address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package: **RFB-2011-230-11-09-MEG HIDALGO COUNTY–"COUNTYWIDE MAILING SERVICES"** and in County's Purchasing Department, physical address: 2812 S. Business Hwy. 281, mailing address: 2812 S. Business 281- New Administration Building, Edinburg, Texas, **on or before 9:30 A.M. ,Wednesday NOVEMBER 09, 2011. NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFB RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE OR PACKAGE WITH REFERENCE TO RFB-2011-230-11-09-MEG HIDALGO COUNTY–"COUNTYWIDE MAILING SERVICES".**

   HIDALGO COUNTY reserves the right to refuse and reject any/all RFB and to waive any/all formalities or technicalities, or to accept the RFB considered the best and most advantageous to HIDALGO COUNTY.

3. HIDALGO COUNTY reserves the right to: A). separate and accept, or eliminate any item(s) listed under this bid that it deems necessary to accommodate budgetary and/or operational requirements; B.) reject any or all bids submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid for approval; and C.) award the bid to one bidder or to multiple bidders if the County determines it is in its best interest to do so."

4. The Bidder shall not substitute items named in the bid without the express written consent of HIDALGO COUNTY. Failure of the delivered item to perform as specified or failure to meet the stated delivery schedule shall release HIDALGO COUNTY from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible bidder, or to reject all bids and re-advertise.

5. For work to be performed at a County owned or operated location, each bidder shall, in its sole discretion, visit the job site before preparing the bid and thoroughly familiarize himself/herself with existing conditions. Bidder should take field dimensions and note all circumstances which affect the dollar amount of the bid.

6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by HIDALGO COUNTY. Due to various styles and models of equipment, bidders are required to include illustrations, specifications, explanation of warranties, and service data with their bid including catalogue numbers and any necessary references.

7. No bid may be withdrawn within thirty (30) days from the scheduled time to open bids.

8. Proposed prices are to remain firm for a minimum of ninety (90) days after bid opening.

9. Any interpretations, amendments, corrections or changes to this bid document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Bids. Bidders shall acknowledge receipt of all addenda as a part of their bid.

10. County reserves the right to accept or reject any or all bids.

11. Costs are to be net F.O.B., County Prepaid.

12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.

13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a bid or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.

14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security cards to the HIDALGO COUNTY Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy o their Federal ID Number Certificate.

15. DELIVERY INSTRUCTIONS:

- No deliveries accepted after 3:00 P.M., Monday-Friday.
- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, Purchasing Agent before delivery will be accepted.
- If you need additional information call the office listed below:

HIDALGO COUNTY Purchasing Department
Martha L. Salazar, Purchasing Agent
(956) 318-2626

16. BILLING AND PAYMENT INSTRUCTIONS:

- Invoices must include:
  a) Name and address of successful bidder
  b) Name and address of receiving department or official
  c) Purchase Order Number (if any)
  d) Notation - **HIDALGO COUNTY–"COUNTYWIDE MAILING SERVICES"** Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.

e) Contract number must be indicated on all invoices

- Discount payments will be considered when offered.

- Contact person for Billing and Payment questions:

Hidalgo County Auditor's Office
Ray Eufracio, CPA, County Auditor
2809 S. Bus. Hwy 281
Edinburg, Texas 78539
(956) 318-2511

17. SCHEDULE OF EVENTS

Bid Opening, 9:30 AM	**November 09, 2011**
Award of Contract	_____, 2011
Commence Work or Deliver Products	_____, 2011

18. Bid or Performance Bond and Debarment Certification; Payment Under Contract:

- If the contract proposed is for the construction of public works or is for a contract for goods & services exceeding $100,000, all bidders shall furnish a good and sufficient bid bond in the amount of five percent of the total contract price. A bid bond must be executed with a surety company authorized to do business in Texas. All bidders are also required to furnish a certification or acknowledgment stating that the contractor or vendor is free from suspension or debarment pursuant to federal regulation 45CFR Part 76.

- Together with the signing of a contract or issuance of a purchase order following the acceptance of a bid, and prior to commencement of the actual work, the bidder shall furnish a performance bond to the County for the full amount of the contract, if that contract exceeds $50,000.

- If the contract is for $50,000 or less, no money will be paid to the contractor until completion and acceptance of the work or the fulfillment of the purchase obligation to the County, and, if applicable, the receipt by County of satisfactory evidence that all subcontractors and material men have been paid.

- If a contract is for the construction, alteration or repair of public buildings or public works, the contractor *shall* provide a payment bond for a contract in excess of Twenty Five Thousand Dollars ($25,000.00), as required by Tex. Govt. Code Ch. 2253.

- For requirements contracts, bond requirements are determined by applying the proposed unit price to the estimated quantities included in the specifications.

19. ETHICAL STANDARDS:

- 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 the County, or for any elected official, department head or

employee or former elected official, department head or employee of the County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an offer 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 advice, 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 therefore pending before any department or agency of the County.

. 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 the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

. No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. Disclosure of Conflict of Interest

. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with HIDALGO COUNTY ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as Exhibit D, the vendor, person, consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the HIDALGO COUNTY Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contracts or seeks to contract with HIDALGO COUNTY for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with HIDALGO COUNTY are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please Submit completed CIQ forms to the HIDALGO COUNTY Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539-HIDALGO COUNTY Courthouse
COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.

21. If, during the life of any contract or bid awarded, the successful bidder's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to County.

22. Bids, and all goods and services provided there under, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.

23. Minimum Standards For Responsible Prospective Bidders: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder, by submitting a bid, represents to County that it meets the following requirements:

- Possess or is able to obtain adequate financial resources as required to perform under the bid;
- Be able to comply with the required or proposed delivery schedule;
- Have a satisfactory record of performance;
- Have a satisfactory record of integrity and ethics;
- Be otherwise qualified and eligible to receive an award.

24. Successful bidder will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful bidder's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

25. Any contract award to a successful bidder will be in effect until: A.) the contract expires, B.) delivery and acceptance of products, and/or performance of services ordered, or C.) terminated by County with thirty (30) day's written notice prior to cancellation.

26. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful bidder; County reserves the right to terminate any contract immediately in the event a successful bidder fails to:

A.) Meet schedules;
B.) Pay any required fees or taxes; or
C.) Otherwise perform in accordance with the specifications.

27. Successful bidder shall defend, indemnify and save harmless County and all its elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier of successful bidder in the execution of, or performance under, any contract which may result from bid award or which arises from any event or casualty happening on or within County premises themselves or happening upon or in any halls, elevators, entrances, stairways or approaches of or to such County facilities. Successful bidder shall pay any judgment with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably acceptable to County. Successful bidder's indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods and services provided by successful bidder.

28. Successful bidder shall warrant that all items/services shall conform with the

specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for Bids shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful bidder within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.

29. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in HIDALGO COUNTY, Texas.

30. The successful bidder shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.

Bid
For
HIDALGO COUNTY
"COUNTYWIDE MAILING SERVICES"
BID NO.:2011-230-11-09-MEG

To: Martha L. Salazar, CPPB, Purchasing Agent
HIDALGO COUNTY Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Specifications, and subject to all laws and regulations of the United States and state and local laws, the undersigned bidder proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned bidder further agrees, upon acceptance of its bid, to execute a contract and/or Purchase Order issued by HIDALGO COUNTY for performing and completing the work described in the Specifications within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Bidder acknowledges receipt of all of the pages of the documents referenced in the Invitation to Bid Checklist presented in connection with this procurement. Bidder understands that HIDALGO COUNTY reserves the right to reject any or all bids and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids, as contained in the Specifications.

Respectfully submitted,

Bidder: _____

Address: _____

By: _____

Printed Name: _____

Title: _____

EXHIBIT "A"
HIDALGO COUNTY
"COUNTYWIDE MAILING SERVICES"
BID NO. 2011-230-11-09-MEG

The Hidalgo County Purchasing Department is seeking bids from qualified vendors to provide services in accordance with the specifications/requirements specified herein and including, but not limited to all provisions set forth in the accompanying documentation. These services will be on an "As Needed Basis".

The Following are the Minimum Specifications for "Mailing Services" for Hidalgo County:

1. There will be a daily pick up, bar coding, sorting and delivery **(postage excluded)** of **all** qualifying U.S. Mail (packages, flats, letters, post cards, etc.), including UPS, Federal Express, Lone Star Overnight, non-freight packages, etc. (at no additional cost), with **no minimum daily quantity, and on an as needed basis.**

2. The postage of all mail will continue to be processed by the Central Mail Room. The standard operating procedure at both the Hidalgo County Courthouse and Administration Building to date has been that the Facilities Management personnel picks up the departments outgoing mail on a daily basis and delivers it to the Central Mail Room where it is stamped. Vendor shall inform the Central Mail Room personnel of any special mail rates (i.e., postcards, overnight packages, etc.) to ensure that all reduced rates which vendor receives are passed on to Hidalgo County.

3. Mailing Service shall be by an **insured and bonded carrier** and **all** mail will be picked up and delivered on **all** government operating days on a set daily pick-up and delivery time (schedule). The departments opting to receive this mail pick up service shall coordinate with service provider. Once a schedule is agreed upon, there shall be no deviations in the routine without the department's prior consent.

4. Mail will be picked up from the Central Mail Room located at the Hidalgo County Courthouse in Edinburg **and all** of the Hidalgo County departments and programs (i.e., satellite locations, WIC Offices, Precinct Offices, CSA, and Head-Start sites, etc) requesting mailing services, **on "as needed basis".**

5. The mail will be processed and delivered as applicable (i.e., 1st class, standard mail, 3rd Class, international, parcel post, priority mail, express mail and USPS bulk rate drop) to the post office location which is most advantageous to Hidalgo County (either the Edinburg or McAllen Post Office) on the same day the mail is picked up.

6. The awarded bidder shall submit to Hidalgo County a detailed monthly invoice of daily mailing services.

7. The awarded bidder shall sort all bar code:
   a) All qualifying envelopes and flats, from one (1) ounce to one (1) pound;
   b) Post Cards (at a special mailing rate of defray the bar coding cost); and
   c) Packages exceeding one (1) pound.

TERMS AND CONDITIONS:

1. The initial term of the contract shall be for the period beginning ***January 1, 2012*** and ending on ***December 31, 2012*** and may be extended at the sole discretion of Hidalgo County for an additional one (1) year term under the same rate, terms and conditions.

2. Hidalgo County reserves the right to extend the contract for an additional sixty (60) day grace period at the end of the contract term due to unforeseen delay in the procurement of subsequent bid process.

3. The bidder who is awarded will ensure with a **written guarantee** that **all** qualifying mail is picked up and delivered promptly on a daily, and **"as needed,"** basis.

4. Arrangements will be made by the awarded bidder on the set daily time for mail to be picked up with each of the respective departments of Hidalgo County requesting mailing services.

5. The bidder who is awarded will ensure that all insurance documentation as per Exhibit "C" will be submitted to the Hidalgo County Purchasing Department on a timely manner.

6. Bid prices are to remain firm from BID AWARD DATE through the termination of the contract.

7. All costs and expenses associated with the preparation and submission of RFB's shall be the responsibility of the bidder and not the reimbursements for such charges or expenses shall be passed onto Hidalgo County.

8. The contract shall remain in effect until contract expires, delivery/completion of services ordered or terminated by either party with a sixty (60) day written notice prior to any cancellation.

9. Hidalgo County reserves the right to award the bid to MULTIPLE bidders if the County determines it is in it's best interest to do so.

10. Hidalgo County reserves the right to reject any/all bids, to waive any/all formalities or technicalities, or to accept the bid considered the best and most advantageous to the County.

11. The successful bidder will indemnify and hold harmless the County, and its officers, officials, and employees, agents and attorneys for any and all claims and expenses arising out of or related to the performance of the contract awarded pursuant hereto.

12. Hidalgo County has the authority to utilize State Contracts from its membership with their existing or new cooperatives when ever it is in the County's best interest to do so.

13. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

Market Volatility and Unit Price Adjustments:
Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

1) **Requesting Price Adjustment**: Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.

- A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.
- The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.
- The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.
- No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
- The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

2) **Price Reduction**: Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.

3) **Timeframe for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter. Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

4) **Allowable Review Periods**: Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.

Dollar Limit to Price Changes: The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding the RFB's be addressed to Martha L. Salazar, CPPB, Purchasing Agent, 2812 S. Bus. Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED**

ALL WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE OR VIA E-MAIL to elena.gomez@co.hidalgo.tx.us BY NO LATER THAN 5:00 P.M. on MONDAY, OCTOBER 31, 2011, to (956) 318-2629. Responses to said questions will be sent to all participating vendors via facsimile or e-mail by **FRIDAY, NOVEMBER 04, 2011**

EXHIBIT "B"
BID PAGE
HIDALGO COUNTY
"COUNTYWIDE MAILING SERVICES"
BID NO.: 2011-230-11-09-MEG

MAILING SERVICES AND BAR CODING		
DESCRIPTION	**PICK UP AND DELIVERY**	**BAR CODING**
Price per Letter Picked Up:		
Price per Package Picked Up:		
Price per Bulk Picked Up:		
Other Prices, If Applicable, See Below, (i.e., Post Cards, Federal Express, Lone Star Overnight, etc.):		
Price per Post Card Picked Up:		
Price per Federal Express Picked Up:		
Price per Lone Star Overnight Picked Up:		
Price per UPS Package Picked Up:		

NOTE: Vendor is to provide a Price Schedule to facilitate the tabulation of the bid received. The term of the contract will be effective January 1, 2012, subject to Commissioner's Court approval through December 31, 2012. Hidalgo County also reserves the option to extend the contract for an additional one (1) year renewal under the same rates/fees, terms, and conditions.

All costs and expenses associated with the preparation and submission of (bids, proposals/and or quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

Bidders Name:_____

Address:_____

City/State/Zip Code: _____

Phone №:_____ Fax №:_____

Authorized Signature:_____

Printed Name:_____ Date:_____

Title:_____ Email:_____

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services

The Bidder awarded the contract shall furnish proof of insurance, which will also include any subcontractor that is subcontracted by the bidder in at least the following limits, to be in place prior to providing any services under this Contract and to continue at all times in force in effect during the term of this Contract:

1. A Five Hundred Thousand Dollar ($500,000.00) Comprehensive General Liability insurance policy providing additional coverage to all underlying liabilities of County.

2. Automobile liability insurance policy with limits of at least Three Hundred Thousand Dollars ($300,000.00) per person and Five Hundred Thousand Dollars ($500,000.00) per occurrence. Coverage should include injury to or death of persons and property damage claims with limits up to Five Hundred Thousand ($500,000.00) arising out of the services provided to County hereunder.

3. Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;

4. Workers compensation insurance in amounts established by Texas law, unless the Bidder is specifically exempted from the Texas Workers Compensation Act, Texas Labor Code Chapter 401, et. seq.

Hidalgo County will only accept certificates of insurance on an Acord form (as attached hereto). Certificates of insurance shall name Hidalgo County as additional insured and must be submitted to County for approval prior to any services being performed by Contractor. Each policy of insurance required hereunder shall extend for a period equivalent to, or longer than the term of the Contract, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County prior to the cancellation of any such coverage on the termination date, or otherwise. This Contract shall be automatically suspended upon the cancellation, or other termination, of any required policy of insurance hereunder, and such suspension shall continue until evidence adequate replacement coverage is provided to County. If replacement coverage is not provided within thirty (30) days following suspension of the Contract, this Contract shall automatically terminate.

Revised 10/01/08

ACORD

CERTIFICATE OF INSURANCE

DATE (MM/DD/YY)

PRODUCER	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
	INSURERS AFFORDING COVERAGE
INSURED	INSURER A:
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES

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 THER TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	**GENERAL LIABILITY** ☐ COMMERCIAL GENERAL LIABILITY ☐ ☐ CLAIMS MADE ☐ OCCUR ☐ OWNER'S & CONT. PROT ☐ OWNER'S PROTECTIVE LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC				EACH OCCURRENCE	$
					FIRE DAMAGE (Any one fire)	$
					MED (Any one person)	$
					PERS & ADV INJURY	$
					GEN'L AGGREGATE	$
					PRODUCTS – COMP/OP AGG	$
B	**AUTOMOBILE LIABILITY** ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	$
					BODILY INJURY (Per person)	$
					BODILY INJURY (Per accident)	$
					PROPERTY DAMAGE (Per accident)	$
	GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY-EA ACCIDENT	$
					OTHER THAN AUTO ONLY EA ACC	$
					AGG	$
C	**EXCESS LIABILITY** ☐ OCCUR ☐ CLAIMS MADE ☐ DEDUCTIBLE ☐ RETENTION $				EACH OCCURENCE	$
					AGGREGATE	$
						$
						$
						$
D	**WORKERS COMPENSATION AND EMPLOYER'S LIABILITY**				WC STATU- TORY LIMITS ☐ OTHER	
					E.L. EACH ACCIDENT	$
					E.L. DISEASE-EA EMPLOYEE	$
					E.L. DISEASE-POLICY LIMIT	$
	OTHER					

DESCRIPTION OF OPERATIONS / LOCATION / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

County of Hidalgo shall be named as additional insured on all Commercial General Liability policies.

CERTIFICATE HOLDER	ADDITIONAL INSURED; INSURER LETTER: _____ CANCELLATION
Hidalgo County **Attn: Purchasing Department** **2812 S Highway Bus. 281** **Edinburg, Texas 78539**	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BY CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL **30** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE

SAMPLE

Insurance Requirement Acknowledgment

I, _____, authorized representative for_____
Company/Vendor

hereby acknowledge receipt of the County's required insurance limits. Said requirements:

☐ will be acquired within 10 working days after notification from Purchasing Department of bid awarded by the Hidalgo County Commissioners' Court;

☐ will acquire additional amounts required to meet the County's requirements within 10 working days after notification from Purchasing Department of bid award by the Hidalgo County Commissioners' Court; currently carry the following:

Automobile Liability: $_____ General Liability: $_____

☐ have already been met, see attached copy of insurance certificate.

_____ _____
Authorized Representative Date

Notice to Bidder:
A certificate of insurance for the required insurance limits shall be provided to the Purchasing
Department's Contract Managers in order to qualify for award of bid and to execute a contract
between your Company and the County

Failure to provide Certificates of Insurance to the Purchasing Department's Contract Managers will cause the bid award to be rescinded and re-awarded to next lowest bidder. Certificates of Insurance will be monitored and verified on a **quarterly basis** to ensure coverage policy is in place. It is the Company's obligation to maintain the appropriate insurance coverage throughout the term of the contract.

THIS FORM MUST ACCOMPANY BID PACKET

PROJECT REQUIREMENTS ACKNOWLEDGMENT

This is to certify that I, _____, possess all of the APPLICABLE:

1. Licenses: _____
2. Bonds: _____
3. Certificates: _____
4. Permits: _____
5. Other: _____

necessary to carry out the required project. Furthermore, I am providing copies of the required documentation so that, if my company is awarded this bid, I may be eligible to enter into a contract with Hidalgo County and proceed to complete the project in a timely manner.

* Any licenses, bonds, certificates, permits, etc. which are required must be presented as part of the bid packet in order to expedite the bid evaluation process. Failure to provide said documentation will result in the disqualification of your bid.

_____ _____

Authorized Signature Date

_____

Company

_____

Address

_____

City, State, Zip

EXHIBIT "D"

CONFLICT OF INTEREST QUESTIONNAIRE — FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. *See* Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 **Name of person who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 **Name of local government officer with whom filer has employment or business relationship.**

_____
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

_____ _____
Signature of person doing business with the governmental entity Date

Adopted 06/29/2007

HIDALGO COUNTY
PURCHASING DEPARTMENT
Bidder/Vendor Application

Complete in print or type. Please return this application to the Hidalgo County Purchasing Department thru Facsimile: (956) 318-2629 or (956) 292-7612 in person or regular mail to: 2812 S. Business Hwy. 281, Edinburg, Texas 78539 or e-mail: purchasing@co.hidalgo.tx.us

Company Name: Telephone No. ( )
dba Name:
Legal Name:
Mailing Address : Fax No. ( )
Physical Address:
City, State, Zip Tax I.D. No.
Remit to Address : City, State, Zip
E-Mail Address:
Representative(s) Name(s) & Title(s)
Type of Organization (check one): _____ Individual _____ Partnership _____ Corporation _____Non-Profit _____ LLC _____ Sole Proprietor _____ Other, Specify State Identification No._____ (Please attached completed W-9 form with this application) Federal Identification No. or (if individual) SS No.
State of Incorporation: _____ Date:_____ Other:
Type of Business (check one): _____ Manufacturer _____ Wholesaler _____ Retailer _____ Broker _____ Distributor _____ Service Organization _____ Other, Specify
Name & Title of Person(s) Authorized to Sign Bids, Proposals, and/or Contracts:
Small and/or Disadvantaged Business Information (check application criteria) Small Business: Disadvantaged Business (At Least 51% Ownership) ☐ Less than 125,000 annual gross receipt ☐ Black American ☐ Native American ☐ Less than 250,000 annual gross receipt ☐ Hispanic American ☐ Women ☐ Less than 499,000 annual gross receipt ☐ Asian Pacific American ☐ Other ☐ More than 500,000 annual gross receipt Have you been certified as a HUB or an MBE/WBE source?: ☐ Yes ☐ No Indicate Certification No.(s):_____ or are Certificate(s) attached?: ☐ Yes ☐ No
What type of product(s) is/are solicited by your company?: Would you like to be provided with specifications for procurements of such products?: ☐ Yes ☐ No
To Be Completed by the County: Rec'd by (Purchasing):_____ Date Rec'd by (Purchasing): Date Forwarded Information to Auditor's Office:_____Entry Date: _____ Vendor No.:

Revised12/14/06

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION

The primary objective of the Hidalgo County HUB Program is to ensure Historically Underutilized Businesses receive a fair and equal opportunity for participation in the County's procurement process. This fact holds true for Services (Professional & Non-Professional), Commodities, and Construction contracts and any subcontracts thereto. The program strongly encourages Prime Contractors to provide subcontracting opportunities to Certified Hub Contractors/Vendors. Our goal for HUB contractor/vendor participation, as well as HUB subcontractor participation is 30%. To be considered as a "Certified HUB Contractor/Vendor" the contractor/vendor must have been certified by, and hold a current and valid certification with any of the three agencies listed below.

Have you been Certified as a HUB or an MBE/WBE source?: ☐Yes ☐ No

If yes, by whom?: ☐ Texas Building & Procurement Commission ☐ Other

Indicate Certification No(s).:_____ or Are Certificate(s) Attached?: ☐ Yes ☐ No

LIST OF CERTIFIED HUB SUBCONTRACTORS

(Attach additional pages if necessary)

What percentage of the Bid, RFP,or RFQ is to be subcontracted with Certified HUB sources?: %

(List HUB Subcontractor information below).

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐Texas Building & Procurement Commission ☐ Other
Address: _____ City: _____ State: _____ Zip:

Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐Texas Building & Procurement Commission ☐ Other
Address: _____ City: _____ State: _____ Zip:

Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐Texas Building & Procurement Commission ☐ Other
Address: _____ City: _____ State: _____ Zip:
Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

Form **W-9**
(Rev. January 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification (required): ☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

			–			–				

Employer identification number

		–						

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,
- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS a percentage of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the Instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name/disregarded entity name" line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the "Name" line and any business, trade, or "doing business as (DBA) name" on the "Business name/disregarded entity name" line.

Disregarded entity. Enter the owner's name on the "Name" line. The name of the entity entered on the "Name" line should never be a disregarded entity. The name on the "Name" line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the "Name" line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the "Business name/disregarded entity name" line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the "Name" line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the "Name" line is an LLC, check the "Limited liability company" box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter "P" for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter "C" for C corporation or "S" for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the "Name" line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the "Name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name/ disregarded entity name" line.

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the "Business name/ disregarded entity name," sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 5 and 7 through 13. Also, C corporations.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt payees 1 through 7 [2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, below, and items 4 and 5 on page 4 indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on the "Name" line must sign. Exempt payees, see *Exempt Payee* on page 3.

Signature requirements. Complete the certification as indicated in items 1 through 3, below, and items 4 and 5 on page 4.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee [1] The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulation section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity [4]
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulation section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information, such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.ftc.gov/idtheft* or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Certification
Regarding Debarment, Suspension and Ineligibility

As is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 76, Government-wide Debarment and Suspension, the applicant certifies, to the best of his or her knowledge and belief, that both it and its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;

b. Have not within a three-year period preceding this bid proposal and/or application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated herein; and

d. Have not within a three-year period preceding this bid proposal and/or application had one or more public transactions terminated for cause or default.

Signature:_____
Print Name:_____
Title:_____
Telephone Number:_____
Date:_____

If the bidder is unable to certify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

EXHIBIT "B"

VENDOR'S BID

EXHIBIT "B"
BID PAGE
HIDALGO COUNTY
"COUNTYWIDE MAILING SERVICES"
BID NO.: 2011-230-11-09-MEG

MAILING SERVICES AND BAR CODING		
DESCRIPTION	**PICK UP AND DELIVERY**	**BAR CODING**
Price per Letter Picked Up:	-0-	0.063
Price per Package Picked Up:	-0-	0.063
Price per Bulk Picked Up:	-0-	0.063
Other Prices, If Applicable, See Below, (i.e., Post Cards, Federal Express, Lone Star Overnight, etc.):		
Price per Post Card Picked Up:	-0-	0.05
Price per Federal Express Picked Up:	-0-	-0-
Price per Lone Star Overnight Picked Up:	-0-	-0-
Price per UPS Package Picked Up:	-0-	-0-

OPENED
9:48
11-09-11
Witnessed

NOTE: Vendor is to provide a Price Schedule to facilitate the tabulation of the bid received. The term of the contract will be effective January 1, 2012, subject to Commissioner's Court approval through December 31, 2012. Hidalgo County also reserves the option to extend the contract for an additional one (1) year renewal under the same rates/fees, terms, and conditions.

All costs and expenses associated with the preparation and submission of (bids, proposals/and or quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

Bidders Name: Upper Valley Mail Services LLP
Address: 1418 Beech Ave. Ste 109
City/State/Zip Code: McAllen TX 78501
Phone №: 956 668-7678 Fax №: 956 630-0825
Authorized Signature: James Duncan
Printed Name: JAMES DUNCAN Date: 11-07-2011
Title: CO-OWNER Email: Postman217@AOL.COM

EXHIBIT "C"

INSURANCE REQUIREMENTS

Client#: 62 UPPEVAL

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/08/2011

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).

PRODUCER
Willis of Texas, Inc.
1400 N McColl Rd Suite 105
P O Drawer 3785
McAllen, TX 78502

CONTACT NAME: Isabel Salinas
PHONE (A/C, No, Ext): 956 682-9423 **FAX (A/C, No):** 956 687-1286
E-MAIL ADDRESS: isabel.salinas@willis.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : American States Insurance Compa	19712
INSURER B : Hartford Underwriters Ins Co	30104
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Upper Valley Mail Services LLP
1418 Beech Ste 109
McAllen, TX 78501

COVERAGES **CERTIFICATE NUMBER:** **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	
A	GENERAL LIABILITY	X		25CC2673023	02/22/2011	02/22/2012	EACH OCCURRENCE	$1,000,000
	X COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
								$
A	AUTOMOBILE LIABILITY			01CI1903363	02/22/2011	02/22/2012	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS / X NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			65WECGE8018	07/19/2011	07/19/2012	WC STATU-TORY LIMITS OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N	N/A					E.L. EACH ACCIDENT	$500,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
COUNTY OF HIDALGO SHALL BE NAMED AS ADDITIONAL INSURED ON ALL COMMERCIAL GENERAL LIABILITY POLICIES.

CERTIFICATE HOLDER
HIDALGO COINTY ATTN: PURCHASING DEPARTMENT
2812 S HIGHWAY BUS. 281
EDINBURG, TX 78539

CANCELLATION
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
Brian E Lewis

© 1988-2010 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD
ISALI

AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
December 6, 2011
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 Edinburg Council Chambers, 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call** All Present

2. **Pledge of Allegiance** All

3. **Prayer** Com Quintanilla

4. **Approval of Consent Agenda** 11-h pulled approved +

5. **Open Forum**

6. **Executive Officer - Valde Guerra:**

A. 1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the "provision of legal services/representation in connection with litigation."

2. Requesting engagement with the firm of _____ for the "Provision of Legal Services/Representation in connection with Litigation"

B. **AI-29864** Safety Division:
approved
Requesting authorization for Safety Officer Rene Parrao to travel to Mesquite, Texas on December 13, 2011 thru December 17, 2011 to attend the OSH503 - Update for General Industry Outreach Trainers hosted by TEEX/OSHA for recertification.

C. **AI-29886** Authority for County Judge to sign Certificate for Education Revenue Bonds (IDEA Public
approved
Schools) Series 2011 for the issuance of Education Revenue Bonds

D. **AI-29908** Discussion, consideration, and action regarding written Resolution and ballot selection of
approved
Appraisal District Board of Directors for 2012-2013

E. **AI-29893** Approval to accept a settlement check from Texas Farm Bureau Insurance Company in the
approved
amount of $2,086.30 to settle auto accident with County vehicle. (Precinct 1)

F. **AI-29912** Elections (1100):
Requesting approval to advertise/hire for the following vacant position:

approved

Slot No.	Position Title
0122	Field Service Specialist I

1. **AI-29950** County Wide (1100):
a. Approval to rescind action taken on 11/01/11 as follows:

approved

1. Discussion, consideration and approval of corrective compensation for various employees for successful completion of the six (6) month probationary period as listed on attached exhibit A.
2. Approval of interdepartmental transfer.

approved b-c

b. Discussion, consideration and approval of corrective compensation for various employees as listed on attached exhibit A, as recommended by the Hidalgo County District Attorney's Office.
c. Approval of interdepartmental transfers.

19. **Purchasing Department - Marty Salazar:**

Notes:
A. FOR ANY CONTRACT(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. **Hidalgo County**

1. **Current inter-local(s) and/or contract(s) for the "Housing of Inmates"**

nothing to report

2. **Presentation for discussion, consideration and action**
Including, but not limited to, the following items in connection with New Adult Detention Center:
a) Detention Facility Law Enforcement Center Design- Build Contract with including action regarding Landmark Application for payment, final punch list and release of retainage

nothing to report a-c

b) Construction of additional pod(s)
c) Selection and engagement of an architect for the construction of additional pods

3. Presentation for discussion, consideration and action (if necessary) including, but not limited to the following:
a) Renovations of administration building
b) Other ongoing county owned building construction, renovation repair projects
c) Emergency situations occurring since last agenda meeting

nothing to report a-c

4. **AI-29878** a. As requested by members of CC, discussion and action on options related to Request for Proposals for: Hidalgo County-Professional Auditing Services, incuding, but not limited to the following:

1. Cancellation of the current format of a Request for Proposals and re-issuance (after re-advertising) as a Request for Qualifications (as customary for HC), utilizing basic qualifications, requirements, scope of services (drafted and developed by County Auditor utilizing the GFOA guidelines for professional auditing services) and changing the evaluation criteria to follow Texas Government Code 2254.004 basing the ranking on qualifications and thereafter entering into negotiations to determine fees; or,

approved

no action

2. Proceed with project "as is" and continue with acceptance of responses schedule and advertised for Wednesday, December 7, 2011;

commissioners court members and auditor, purchasing

b. Appointment and/or designation by Commissioners' Court to select/assign an evaluation committee to score/grade RFP-2011-160-12-07-SMA "Hidalgo County-Professional Auditing Services", as referenced in the procurement packet or applicable if changed to an RFQ.

approved

5. AI-29940

a. Requesting exemption from competitive procurement requirements under the Texas Local Government Code, Section 262.024(a)(7)(a) proprietary software;

approved

b. Requesting approval of agreement(s) if applicable for-On-line Research Services with Lexis Nexis including, but not limited to, the following Hidalgo County department(s):
1. District Attorney
2. District Judges

approved

6. AI-29880

Recommending award of bid and approval of contract document to sole bidder (BIO-OPS, LLC) meeting all specifications and/or requirements as attached hereto for: "Hidalgo County-Bio-Hazardous Waste Disposal Services" RFB No. 2011-233-09-28-SMA.

approved

7. AI-29875

Appointment and/or designation by Commissioners' Court to select/assign an evaluation committee to grade/score RFP 2011-231-11-23-YZV "Certified Technical Supervisor for Hidalgo County Alcohol Breath Test Program", as referenced in the procurement packet.

approved

8. AI-29848

Recommending award of bid through request of sealed quote and approval of contract document to sole-bidder (Boots n' Jeans Inc.) meeting all requirements/specifications as attached hereto "Hidalgo County-Purchase of Straw Hat" RFSQ No.: 2011-242-11-02-SMA

9. AI-29895

Clarification on (action taken by CC 11-22-11 AI-29490) to proceed to negotiate a contract with number one ranked firm, Halff Associates, Inc.to be conducted by the customary protocol:

a. the Purchasing Department; and/or
b. a designated/assigned committee by CC

approved

10. AI-29799

Recommending award of bid to sole bidder and approval of contract as attached hereto meeting all specifications and/or requirements as detailed and reflected in documentation attached hereto for: "County Wide Mailing Services" RFB No. 2011-230-MEG.

approved

11. AI-29839

a. Approval to waive major purchases deadline order of 11/04/2011 so as to acquire needed equipment;

approved

b. Authority to purchase a new Class 200 Pemberton Brush Grapple from H & V Equipment, lowest bid received through solicited quotes in the amount of $15,000.00 through Req. #206437 and assurance from vendor of receipt of item prior to 12/31/2011.

12. AI-29430

Requesting authority to advertise and approval of a modified procurement packet (i.e. qualifications, requirements, and scope of services, etc.) with several recommended additions highlighted for review and notation as attached hereto for the overall improvement of the process in connection with the following "Hidalgo County Qualified Pools of Professional Services":

no action

a. Architectural Services (RFQ No. 2012-001-01-04-MSS)
b. Engineering Services (RFQ No. 2012-002-01-04-CGA)

AI-35574 **Purchasing Department 8. D.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha Salazar **Submitted By:** Tanya Delira, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

1. Approval to clarify and amend previous action taken by CC on 03/13/12-AI#31418 with Votec Corporation to reflect "for the purchase of any future hardware, software, maintenance, technical support/updates/upgrades/licenses and any other pertinent related to services through the life term of the equipment/hardware/software/maintenance/technical support/updates/upgrades/licenses support in place";

2. Approval to pay the annual VEMACS License software support fees on Invoice #11416 in the amount of $53,033.10 by Purchase Order 683742 and the Field Systems software support fees on Invoice 11469 in the amount of $14,400.00 by Purchase Order #683741 with Votec Corporation.

BACKGROUND

Software license agreement has been in place since May 1, 2007 and approved as to form by legal.

Fiscal Impact

FISCAL YEAR: 2 **ACCT. #:** 2-1100-414-00-130-001-0-336

FUNDS AVAILABLE Y/N?: YES **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO#683742 available for $53,033.10 Invoice 11416
PO#683741 available for $14,400.00 Invoice 11469

Attachments

Votec

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 01:01 PM
Budget & Management	Obdett Calzada	12/13/2012 02:32 PM
Roland Garcia	Rolando Garcia	12/14/2012 09:02 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Tanya Delira Started On: 12/05/2012 09:00 AM

Final Approval Date: 12/14/2012

VOTEC

VOTEC Corporation

March 8, 2012

Tanya De Lira
Hidalgo County Purchasing
2802 S. Business Hwy. 281
Edinburg, TX 78539

Dear Ms. De Lira:

VOTEC Corporation of San Diego California is pleased to offer support and maintenance for VOTEC Corporations VEMACS and VoteSafe software systems licensed to the Hidalgo County Elections Administrator.

VOTEC Corporation is the author and the sole provider of all VEMACS and VoteSafe software system modules.

Sincerely,

John Medcalf, CEO

New Address January 2011
16870 W BERNARDO DR • SUITE 340 • SAN DIEGO • CA 92127 • (800) 348-6832 • FAX (858) 674-6050

Req# 34815
683741

VOTEC

VOTEC Corporation

- INVOICE -

Yvonne Ramon
Hidalgo County Elections Administrator
PO Box 659
Edinburg TX 78539

Invoice # 11469
September 17, 2012

Subject: VoteSafe Support - 10/01/2012 - 09/30/2013
Reference: contract DIR-SDD-937

Item	Quantity	Description	Unit Price	Extended
1	80	Field System Software Support	$180.00	$14,400.00
		Total		**$14,400.00**

Due and payable upon invoice.

Thank you.

16870 W BERNARDO DR • SUITE 340 • SAN DIEGO, CA 92127 • (800) 348-6832 • FAX (858) 674-6050

3/6/12
3/13/12

Req# 224817
63742

VOTEC

VOTEC Corporation

- INVOICE -

Yvonne Ramon
Hidalgo County Elections Administrator
PO Box 659
Edinburg TX 78539

Invoice # 11416
October 1, 2012

Subject: VEMACS Support - 10/01/2012 - 09/30/2013
Reference: contract DIR-SDD-937

Item	Quantity	Description	Unit Price	Extended
1	10	Oracle license for VEMACS Support	$100.00	$1,000.00
2	1	Base VEMACS support fee	$1,200.00	$1,200.00
3	257,331	VEMACS per voter fee per schedule		$50,833.10
		Total		**$53,033.10**

Due and payable upon invoice.

Thank you.

16870 W BERNARDO DR • SUITE 340 • SAN DIEGO, CA 92127 • (800) 348-6832 • FAX (858) 674-6050

ATTACHMENT I- SOFTWARE LICENSE AGREEMENT

Agreement dated this _____ day of_____, 2007, by and between HIDALGO County, hereinafter referred to as the LICENSEE, and VOTEC CORPORATION of San Diego, California, hereinafter referred to as LICENSOR, for the installation, training, and licensing of the following Software Systems, hereinafter referred to as LICENSED SYSTEMS, to LICENSEE under the terms and conditions contained herein.

(Headings used in this Agreement are for the convenience of the reader and do not add meaning to the Agreement.)

1. LICENSED SOFTWARE SUB-SYSTEMS:

All screens, reports, and batch processes to support the mandated or otherwise agreed upon database functions of LICENSEE in the following areas:

- Voter Registration
- Mapping
- Mail Ballots
- Early Voting
- Election Initiation
- Polling Locations
- Poll Workers
- Petition Checking
- Administrative
- TEAM Support
- Imaging for all of the above

Such programs as may be added to these sub-systems from time to time.

2. INSTALLATION SITE AND COMPUTERS

LICENSED SYSTEM is licensed for use computers operated by the LICENSEE Elections Department in support of voter file management and elections within LICENSEE's jurisdiction.

3. LICENSE

LICENSOR agrees to grant, and LICENSEE agrees to accept, on the following terms and conditions, for valuable consideration the sufficiency of which is hereby acknowledged, a non-exclusive LICENSE to use the LICENSED SYSTEMS as set forth in this agreement.

4. SYSTEM REGISTRATION AND PROTECTION

LICENSEE agrees that the LICENSEE in the conduct of its business shall use the LICENSED SYSTEMS set forth hereinabove. The LICENSEE further agrees that all applicable LICENSOR copyrights and patent rights plus all LICENSOR copying protection, and security provisions will be strictly observed.

5. PROTECTION AND SECURITY

LICENSEE acknowledges that the LICENSED SYSTEMS constitute a valuable asset of the LICENSOR, and the LICENSOR has proprietary rights and interest in and to the Systems and that portions thereof are confidential. Accordingly, LICENSEE agrees as follows:

LICENSEE may make a) Working copies of the System in machine-readable format for backup purposes and in accordance with LICENSEE's standard software backup policies only.

b) LICENSEE agrees that it shall not make any copies of manuals, flow charts, or other related documents, or portions thereof, directly or indirectly, except for purposes of maintaining voter files and conducting elections within LICENSEE's jurisdiction.

c) LICENSEE agrees not to reveal the Licensed System materials including manuals, flow charts, program code, and related materials to any other parties other than LICENSEE's employees except as may be contractually stipulated in the event of catastrophic interruption of LICENSOR's business, as required by Freedom of Information laws operative in Hidalgo County whether they be County, State, or Federal laws, or as required in a court of law.

6. PATENT AND COPYRIGHT INDEMNIFICATION

LICENSOR agrees to defend and hold LICENSEE harmless from any patent, trade secret, or copyright infringement claim arising out of LICENSEE's use of the LICENSED SYSTEM.

7. WARRANTY

LICENSOR warrants the product, as delivered, will perform in the manner described in the accompanying System Documentation for a period of one year after delivery.

LICENSOR warrants that the product, as delivered, supports the voter registration and election management requirements mandated by the State of Texas and by the United States of America.

LICENSOR further agrees to make the product conform to any subsequent legal requirements for the State of Texas and of the United States of America within the one-year term of the installation warranty at no additional charge.

EXCEPT FOR THE FOREGOING, LICENSOR MAKES NO WARRANTIES EITHER EXPRESSED OR IMPLIED WITH RESPECT TO THE SYSTEM, AND WARRANTIES OF MERCHANTABILITY FOR ANY OTHER PURPOSES OR FITNESS FOR ANY OTHER PURPOSE ARE HEREBY EXPRESSLY DISCLAIMED.

8. LIMITATION OF LIABILITY

LICENSOR shall not be liable for any loss or damage caused by LICENSEE employees, consequential or otherwise, occurring out of or in connection with the use or performance of the System. LICENSOR may license the System to other customers without any consideration or liability to LICENSEE whatsoever.

9. TERMINATION

This license is terminable by the LICENSOR at any time, with thirty (30) days written notice, if LICENSEE fails to comply with any of the terms, conditions or provisions of Section 5 (SYSTEM REGISTRATION AND PROTECTION) and Section 6 (PROTECTION AND SECURITY) of this License.

In the event of default by LICENSEE of any of the terms of Sections 5 or 6 of this Agreement and a subsequent termination by LICENSOR, the LICENSOR shall be entitled to immediate possession of the LICENSED SYSTEM and LICENSEE shall forthwith return all related documents, materials, data, copies of the System, and the like.

LICENSEE shall be allowed continued use of the LICENSED SYSTEM for up to 120 days after written notice in order to conclude work on elections whose election date is within the 90 days following written notice of termination.

10. GENERAL

Performance hereunder shall be construed and regulated in accordance with the laws of the State of Texas.

This Agreement is not assignable and any attempt to assign any rights, duties or obligations under this Agreement will be void.

These terms and conditions are severable and should any be deemed invalid, then only that provision shall fail and the remainder of the terms and conditions shall be of full force and effect.

All rights and remedies of the parties hereto, whether evidenced hereby or by any subsequent agreement, instrument or paper, shall be cumulative and may be exercised singularly or concurrently.

In the event either party shall on any occasion fail to perform any term of this Agreement and the other party shall not enforce that term, failure to enforce on that occasion shall not prevent enforcement on any other occasion.

11. ACCEPTANCE

Acceptance by LICENSOR:

VOTEC Corporation

Authorized Signature

CEO
Title

5/21/7
Date

Acceptance by LICENSEE:

HIDALGO County

Authorized Signature

County Judge
Title

5/14/07
Date

APPROVED AS TO FORM:
Atlas & Hall, L.L.P
800 Pecan
McAllen, TX 78504

By:

ATTEST:

Arturo Guajardo Jr, County Clerk

AI-35592 **8. E.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar Submitted By: Matilde Faz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

370th District Court:

Acceptance and approval for Hidalgo County to purchase the continuation of the maintenance services with ending date of November 30, 2013 through assigned purchase order (no signed documents required only purchase order) with Office Communications Systems Inc. d/b/a Toshiba Business Solutions for Hidalgo County 370th Judicial District Court - Toshiba E281C-#CDJ513662 through Requisition #225858 in the amount of $819.72.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-412-00-007-001-0-432

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Req #225858 for Office Communications Systems, Inc.; funds available as of 12-14-12.

Attachments

Requisition

Office Communication-Toshiba Document

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 01:04 PM
Budget & Management	Obdett Calzada	12/13/2012 02:32 PM
Ivan Cantu	Ivan Cantu	12/14/2012 08:53 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Matilde Faz Started On: 12/05/2012 03:07 PM

Final Approval Date: 12/14/2012

Requisition

Req # 00225858

PO #

Date: 11/05/12

Consent
35592
12/18/12

Bill To: x
x

Vendor : 27057
OFFICE COMMUNICATIONS SYSTEMS, INC.
10231 KOTZEBUE
SAN ANTONIO TX 78217

Ship To: 370TH DISTRICT COURT
100 N. CLOSNER, 2ND FL
EDINBURG TX 78539

Contact:
956-318-2280

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
1.00	YEAR	OM ON RENEWAL OF PREMIUM PLUS MAINTENANCE AGREEMENT FOR MAIN UNIT ID #36138 MAIN UNIT MODEL TOSHIBA e281c SERIAL #cdj513662 FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013	819.72	819.72
		Account No	Encumbrance	
		2-1100-412-00-007-001-0-432	819.72	
			Freight	.00
			Total	819.72
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

93927

Authorized By: _____

TOSHIBA
BUSINESS SOLUTIONS

AIMS MAINTENANCE CONTRACT

MA-1.0.0

SALES PACKET NUMBER	DATE
	11/16/2012

Sales Representative: LEE ALVAREZ

Customer agrees to purchase and Toshiba Business Solutions agrees to provide parts, labor, ink, toner, and toner collection containers (the "Maintenance Services") for the equipment listed below in accordance with the terms and conditions of this contract. The Maintenance Services exclude paper, staples and all other parts and services listed under the Exclusion section on page two of the contract. A Connectivity & Security Options Agreement must be attached and executed for Network Integration Support.

CUSTOMER INFORMATION

Customer Name:	HIDALGO COUNTY	Bill to Number:	
Billing Address:	370th JUDICIAL COURT 1st floor	Phone #: 956 318 2280 Ext.	Fax #: 956 318 2285
Address 2:	100 N. CLOSNER	Contact: ESTER CONTRERAS	Customer PO #:
City:	EDINBURG State: TX Zip: 78539	email:	ester370@yahoo.com

INVOICE / METER COLLECTION INFORMATION

Meter Collection: Automated Meter Read	Electronic Invoicing: Yes	Invoice Location: Equipment Address	Term: 12 Months

SEE ATTACHED MAINTENANCE CONTRACT SCHEDULE FOR DEVICE DETAILS

TRANSACTION TERMS (Consolidated Minimums Per Pool)

Pool Description	Type	Includes	Units	Minimum Payment	Payment Frequency	Excess Per Unit Charge	Excess Billing Frequency
TOSHIBA E281C #CDJ513662	Black	60,000	Prints	$ 819.72	annual renewal	0.0109	Annually
	Color	0	Prints			0.09	Annually
Service Renewal for							
Dec. 1, 2012 to Nov. 30, 2013							

DECLINATION

☐ Customer is declining maintenance on the equipment listed above.

Printed Name:

Title: Date: Signature:

ACCEPTANCE

THE TERMS AND CONDITIONS HEREOF ARE PART OF THIS SERVICE AGREEMENT. BY SIGNING THIS CONTRACT, THE CUSTOMER ACKNOWLEDGES THAT THEY HAVE READ AND UNDERSTAND THESE TERMS.

Customer agrees to pay the Minimum Payment per transaction terms, plus any Excess Per Unit Charges for the term of this Contract. When this Contract is signed by Customer and TBS, it shall constitute a binding contract and is non-cancelable. This Contract will begin on the date signed by TBS below. You hereby acknowledge and agree that your electronic signature below shall constitute an enforceable and original signature for all purposes.

Customer:	**Toshiba Business Solutions**
Printed Name:	Printed Name:
Signature:	Signature:
Title: JUDGE Date:	Title: Effective Date:

TERMS AND CONDITIONS (CONTINUED)

1. ACCEPTANCE. This Contract shall not be effective unless signed by the authorized TBS representative (Effective Date) within 30 days from the Customer's signing of this Contract.

2. Term. This Contract will remain in force for 12 months from the Effective Date (Renewal Date) and will then be automatically renewed for annual period(s) unless either party provides notice of termination not less than thirty (30) days prior the Renewal Date. For each piece of equipment under this Contract there will be a Start Date & Start Meter. Service for each piece of equipment will be provided from the Start Date & Start Meter until this Contract is terminated or the equipment is withdrawn from the service. Customer may withdraw individual equipment by providing thirty (30) day written notice prior to the Renewal Date. Customer is responsible for all remaining Minimum Payments if Customer is in default or if equipment is withdrawn prior to Renewal Date.

3. SERVICE AVAILABILITY. TBS will provide service during TBS's normal service hours while the equipment is located within TBS's designated service area. Service outside TBS's designated area, if available and accepted by TBS is subject to a Trip Charge, which shall be based on reasonable travel expense for TBS's personnel. It is the responsibility of the Customer to notify TBS prior to relocating equipment.

The service to keep the equipment in or restore the equipment to good working order includes Emergency Service Calls and Periodic Maintenance (PM's). PM's may be performed during the course of an Emergency Service Call and are based upon the specific needs of the individual equipment as determined by TBS. Maintenance will include lubrication, adjustments and replacement of maintenance parts deemed necessary by TBS. Maintenance parts will normally be either new or equivalent to new in performance when installed in the equipment. Maintenance parts will be furnished on an exchange basis and the replaced parts become the property of TBS. Service provided under this Contract does not assure the uninterrupted operation of the equipment.

If the Customer requests service to be performed at a time outside TBS's normal service hours, there will be no additional charge for maintenance parts, however, the service, if available, will be furnished at TBS's applicable hourly rates and terms then in effect. Nothing herein shall be construed to require TBS to provide service outside its normal service hours and TBS hereby reserves the right to accept or reject such requests.

In the event there is a substantial increase in the cost of fuel, Customer agrees to pay a fuel surcharge. "Substantial" shall be defined as a 10% or more change over a six month period in the average national fuel cost as reported by the United States Energy Information Administration. If there is a substantial decline in the cost of fuel, the fuel surcharge, if applied by TBS pursuant to this provision, may be decreased accordingly. The benchmark will be the national average fuel cost as reported by the United States Energy Information Administration on the Effective Date of this Agreement.

4 . NETWORK INTEGRATION SUPPORT. Support of print controllers and print/scan enablers that permit the integration of the device onto a Customer's network is covered under the terms of a properly executed Connectivity & Security Options Agreement. The Connectivity & Security Options Agreement is an amendment to this contract and must be attached and/or on file for this optional service support.

5. INVOICING - LATE CHARGES. The first Minimum Payment is due upon receipt of an invoice. Thereafter, Minimum Payments will be due on the same date each month during the Term of this Contract whether or not Customer receives an invoice. Customer's obligation to pay the Minimum Payment is unconditional and is not subject to any reduction, set-off, defense, or counterclaim for any reason whatsoever. Excess Click Charge, if applicable, will be invoiced based on the billing period selected on the face of this contract.

If any part of a payment is not made by the Customer when due, Customer agrees to pay TBS a Late Charge of the higher of $25 or two percent (2%) of each such late payment, but not more than permitted by law. Customer agrees to pay TBS the Late Charge not later than one (1) month following the date of the original Minimum Payment.

6. USAGE. In return for the Minimum Payment, Customer is entitled to use the Minimum Number of Units each billing period. If Customer uses more than the Minimum Number of Units in any billing period, Customer will pay an additional amount equal to the number of metered Units exceeding the agreed Minimum Included Units times the Excess Charge as shown on the face of this Contract. In no event shall the Customer be entitled to any refund or rebate of the Minimum Payment if metered units result in less than the Minimum Number of Units in any billing period.

TBS may estimate the number of units used if requested Meter Readings are not received before a new billing period begins. TBS will adjust the estimated charge for Excess Units upon receipt of actual Meter Readings. Notwithstanding any adjustment, the Customer will never pay less than the Minimum Payment. Customer will provide meter readings via an automated website. TBS may charge a fee to recover the cost of meter collections if meters are not submitted through the automated website.

Upon the first Renewal Date and each subsequent Renewal Date thereafter, TBS reserves the right to increase the Minimum Payment and/or Excess Unit Charge by the greater of either (i) fifteen (15%) percent or (ii) the then-current cost per unit for that model.

7. CONSUMABLE SUPPLIES. TBS agrees to furnish consumable supplies (ink, toner and toner collection containers) for the Term of the Contract, except as excluded in section 11 below. Customer is responsible for ordering supplies to assure ample time for delivery. TBS may charge you a supply freight fee to cover our cost of shipping supplies to you. TBS will determine the number of supplies to be shipped based on the Minimum Number of Units and Excess Units metered. If TBS determines that the Customer has used more than fifteen percent (15%) supplies than normal for the number of metered units, based on yields published by the manufacturer, Customer agrees to pay TBS's customary charges for all excess supplies.

All supplies delivered as part of this Contract remain the property of TBS until and unless they are consumed by the equipment in the performance of this Contract. Any supplies not consumed as specified and not surrendered to TBS upon expiration or termination of this Contract will be invoiced to the Customer at TBS's then current prices. Customer agrees to provide insurance coverage for supplies in case of loss under any circumstances. Notwithstanding the foregoing, the risk of loss of the consumable supplies shall be transferred from TBS to Customer if such consumable supplies are stored at Customer's facility.

8. TAXES. In addition to the charges due under this Contract, the Customer agrees to pay amounts equal to any taxes resulting from this Contract, or any activities hereunder, exclusive of taxes based upon net income.

9. INSTALLATION AND ACCESS TO EQUIPMENT. Customer agrees to provide adequate space, environment and appropriate electrical requirements including, if required, a dedicated 120 volt or 220 volt electrical line, as published in the Operator and Service Manuals for the operation and maintenance of the equipment. If TBS has installed a power filter/surge protector on the equipment, it must at all times remain continuously installed. If it is removed Customer agrees to purchase a replacement from TBS immediately. TBS shall have full and free access to the equipment to provide service thereon.

If persons other than TBS representatives install conversions, feature additions, accessories or perform service on equipment and as a result further repair by TBS is required, such repairs shall be made at TBS's applicable Time and Material rates and terms then in effect. If such additional repair is required, TBS may immediately withdraw the equipment from this Contract.

10. KEY OPERATOR - END-USER TRAINING. Customer agrees to designate a Key Operator for training on the use, applications and features of the equipment. The Key Operator will be responsible for normal Key Operator activities as detailed in the Operators Manual and for training additional end-users. If the Key Operator assignment changes Customer agrees to designate a new Key Operator immediately. TBS agrees to provide training for the designated Key Operator and to provide initial training for end-users on the use, applications and features of the equipment. Additional training requested by Customer after thirty (30) days from Installation will be at TBS normal hourly rates.

11. EXCLUSIONS. Service under this Contract does not include:

(a) Furnishing paper, staples, replacement print heads, batteries, ribbons, media, periodic maintenance on thermal printers or any of the following: _____;

(b) Service of equipment if moved outside of TBS's designated service area;

(c) Repair of damage or increase in service time caused by accident, misuse, negligence, abuse or disaster;

(d) Service of accessories, attachments or click control devices other than those of the same manufacturer as the equipment;

(e) Painting or refinishing of the equipment;

(f) Making specification changes;

(g) overhaul; when TBS determines an overhaul is necessary because normal repair and parts replacement cannot keep the equipment in satisfactory operating condition, TBS will submit a cost estimate to Customer and TBS will not commence work until Customer has approved cost;

(h) Performing key operator functions as described in the operator manual;

(i) Moving equipment, repair of damage or increase in service time caused by the use of the equipment for other than the ordinary use for which designed;

(j) Repair of damage caused by electrical surges or lightning strikes, if equipment is connected to a TBS supplied power filter/surge protector repairs will be included;

(k) Repair of damage or increase in service time caused by failure to continually provide a suitable installation environment as defined by the manufacturer, with all the facilities prescribed by TBS including, but not limited to, adequate space, electrical power, air conditioning or humidity control.

(l) Repair of equipment that has been designated as obsolete by the manufacturer and genuine OEM parts are no longer available.

(m) Repair of damage or increase of service time caused by Customer's use of media outside the specifications as described in the operator manual.

12. INDEMNITY AND DISCLAIMER. TBS shall not be responsible for any injuries, damages, penalties, claims or losses including legal expenses incurred by Customer or any other person caused by the installation, selection, ownership, possession, maintenance, condition or use of the Equipment. Customer agrees to reimburse TBS for and to defend TBS against any claims for such losses, damages, penalties, claims, injuries or expenses. This indemnity shall continue even after this Contract has expired.

IN NO EVENT WILL TBS BE LIABLE FOR LOST PROFITS, CONSEQUENTIAL, EXPECTANCY OR INDIRECT DAMAGES EVEN IF TBS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. EXECPT AS OTHERWISE SET FORTH HEREIN, TBS DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, REPRESENTATION OR WARRANTY ARISING OUT OF USAGE AND TRADE, COURSE OR DEALING OR COURSE OR PERFORMANCE. EXCEPT AS PROVIDED HEREIN, THE PARTS AND SERVICES ARE PROVIDED "AS IS."

13. GENERAL. Subject to the terms of the following paragraph, TBS may modify the terms and conditions of this Contract effective on the Renewal Date by providing the Customer with prior written notice.

Any such modification will apply unless the Customer withdraws the equipment affected by such modification from this Contract. Otherwise this Contract can only be modified by a written agreement duly signed by persons authorized to sign contracts on behalf of the Customer and of TBS. Variance from the terms and conditions of this Contract in any Customer order or other written modification will be of no effect.

The Customer represents that the Customer is the owner of the equipment under this Contract, or, if not the owner, is the lessee or renter of the equipment. Customer will execute a maintenance agreement for the equipment with a Toshiba authorized dealer or Customer will waive certain rights under Toshiba's manufacturer's warranty.

This Contract is not assignable, its right, duties and obligations may not be assigned or transferred by the Customer without the prior written consent of TBS. Any attempt to assign or transfer any of the rights, duties or obligations of this Contract without such consent is void.

TBS's service provided outside the scope of this Contract will be furnished at TBS's applicable time and material rates and terms then in effect.

TBS is not responsible for failure to render service due to causes beyond its control.

This Contract will be governed by the laws of the state where the Customer executed this Contract. If either party fails to comply with the terms and conditions of this Contract, the non-breaching party shall notify the breaching party in writing using certified mail to the address on the face of this Contract. The breaching party shall have thirty (30) days to cure any breach of this Contract prior to the non-breaching party takes the legal action. No action, regardless of form, arising out of this Contract may be brought by either party more than one year after the cause of action has arisen, or, in the case of non-payment, more than two years from the date of the last payment.

AI-35638 **8. F.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Agapito Vargas Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Approval of Presentation for consideration, discussion, acceptance and approval of the following with Saenz Utility Contractors, LTD contracted vendor for Munoz Estates Subdivision, Pct. No. 3 as submitted through project engineer Javier Hinojosa Engineering. (C-CAP-12-019-01-31):
a. Application for payment No. 2 (Retainage) in the amount of $18,748.36;
b. "Certificate of Construction Completion" reflecting the completion date of August 30, 2012.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1312-206-00-000-037-0-000

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available balance as of 12-14-12 under retainage account(2-1312-206-00-000-037-0-000) $18,748.36 P.O.#674557

Attachments

Certificate of Construction Completion Munoz Estates Subdivision

Application for Payment No.2 Retainage Release Munoz Estates Subdivision

Form Review

Inbox	Reviewed By	Date
Yvette Islas	Yvette Islas	12/12/2012 03:25 PM
Purchasing Department	Marty Salazar	12/13/2012 01:13 PM
Budget & Management	Obdett Calzada	12/13/2012 02:53 PM
Manuel Chapa	Manuel Chapa	12/14/2012 03:49 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Marcie Jackson Started On: 12/07/2012 10:47 AM

Final Approval Date: 12/14/2012

CERTIFICATE OF CONSTRUCTION COMPLETION

THIS IS TO CERTIFY THAT ON 30th DAY OF August 2012 A FINAL INSPECTION was made of the project herein described.

CONTRACT

CONTRACT DATE: January 31, 2012
OWNER: HIDALGO COUNTY
CONSTRUCTION CONTRACTOR: Saenz Utility Contractors, LTD
OF THE CITY OF Edcouch STATE OF Texas

PROJECT DESCRIPTION

CONSTRUCTION OF Munoz Estates Subdivision

CONTRACT NO: C-CAP-12-019-01-31
Located in or near the City/Precinct of Hidalgo County Precinct No.3

THIS IS TO CERTIFY"

1. That the work has been completed in accordance with the plans and specifications and all addenda, change orders, supplemental agreements thereto, and with the following exceptions: NONE

2. That the sum of $0.00, deducted from the final payment of the Contractor is a fair and equitable settlement for the foregoing except work.

3. That the contractor has presented a "Certificate of Release" starting under oath, that all claims arising out of the performance of work have been fulfilled, and the Owner is released from all claims arising under or by virtue of said contract.

4. That the CONTRACTOR has presented in behalf of itself and its sureties, satisfactory evidence that it is bound to repair, replace, and make good any faulty workmanship and/or materials discovered in the work within a period of one year from this date, as provided in said contract.

5.

Amount of Original Contract	$213,200.40
Present Amount of Contract	$187,483.55
Total Amount of earned to Date	$187,483.55
Less: previous payments	$167,735.19
Balance	$ 18,748.36
Authorized deductions	$ 0.00
AMOUNTY OF FINAL PAYMENT	$ 18,748.36

6. That the final payment in the amount of Eighteen thousand seven hundred forty eight dollars and thirty six cents is now due and payable.

Javier Hinojosa Engineering
By: Javier Hinojosa, P.E.

CONCURRED BY:

Saenz Utility Contractors, Ltd
Contractor's Name

By: _____

Title: Manager

CONCURRED BY:

_____
City/Precinct

By: _____

Title: _____

APPLICATION FOR PAYMENT NO. 2 (RETAINAGE)

To: HIDALGO COUNTY (OWNER)
From: SAENZ UTILITY CONTRACTORS, LTD (CONTRACTOR)
Contract: HIDALGO COUNTY PRECINCT NO. 3 COLONIA ACCESS PROGRAM ROUND III ROAD & DRAINAGE CONSTRUCTION FOR MUNOZ ESTATES SUBDIVISION
Project: HIDALGO COUNTY PRECINCT NO. 3 COLONIA ACCESS PROGRAM ROUND III ROAD & DRAINAGE CONSTRUCTION FOR MUNOZ ESTATES SUBDIVISION
Owner's Contract No. C-CAP-12-019-01-31 Engineer's Project No.
For Work accomplished through the date of: August 29, 2012

1. Original Contract Price:		$213,200.40
2. Net change by Change Order No. 2 and Written Agreements(+):		- $25,716.85
3. Current Contract Price (1 plus 2):		$187,483.55
4. Total completed and stored to date:		$187,483.55
5. Retainage (per Agreement):		
0% of completed Work:	$0.00	
_____ of stored material		
Total Retainage:		$0.00
6. Total completed and stored to date less retainage (4 minus 5)		$187,483.55
7. Less previous Application for Payments:		$168,735.19
8. AMOUNT DUE THIS APPLICATION (6 MINUS 7)		$18,748.36

Accompanying Documentation:

1. **Application and Certification of Payment**
2. **Schedule of Values**
3. **Estimate Quantity Update Worksheet**
4. **Punch List**
5. **Certificate of Construction Completion**
6. **Contractor's Affidavit of Release of Liens**
7. **Contractor's Affidavit of Payment of Debts & Claims**

REQ# 215046 P.O.# 674557
2-1312-206-00-000-037-0-000→$18,748.36
MUNOZ ESTATES S/D-RTNG PAYBLE

CONTRACTOR'S Certification:
The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through 2 inclusive: (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payments is in accordance with the Contract Documents and not defective.

Date _____

NOTARY PUBLIC STATE OF TEXAS
CAROLINA SAENZ
My Commission Expires
August 21, 2016

SAENZ UTILITY CONTRACTORS, LTD
(CONTRACTOR)
By: _____
ROBERT RODRIGUEZ, JR. CFO
22290 FM 88
EDCOUCH, TEXAS 78538

State of TEXAS
County of HIDALGO
Subscribed and sworn to before me this _____ day of _____.

Notary Public
My Commission expires: August 21, 2016

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Date 11/29/12

JAVIER HINOJOSA ENGINEERING
(ENGINEER)
By: _____
Javier Hinojosa, P.E.

Exhibit E-C

INVOICE RECEIVED BY: _____ ON 11/30/12
GOODS/SERVICES RECEIVED BY: _____ ON 11/30/12

Saenz Utility Contractors, Ltd	Contractor Name
08/01/212	Starting Date
8/29/2012	Project Ending Date
0%	Retainage Percent

Application No.	**2 (RETAINAGE)**
Application Date:	**11/6/2012**
Period To:	**August 29, 2012**
Engineer Firm	**JAVIER HINOJOSA ENGINEERING**

Summary

CSJ#	PROJECT NAME	Original Schedule Value	Revised Schedule Value	Payment Application No 1	Payment Application No 2	Payment Application No 3	Total To Date	Balance To Finish	Retainage	Net	Payment To Date	Payment Due
3C1080488	Munoz Estates	$ 213,200.40	$ 187,483.55	$ 187,483.55	$ -	$ -	$ 187,483.55	$ -	$ -	$ 187,483.55	$168,735.19	$ 18,748.36
	Subdivision											
		$ 213,200.40	$ 187,483.55	$ 187,483.55	$ -	$ -	$ 187,483.55	$ -	$ -	$ 187,483.55	$168,735.19	$ 18,748.36

Saenz Utility Contractors, Ltd	Contractor Name
8/1/2012	Starting Date
8/29/2012	Project Ending Date
Munoz Estates Subdivision	Engineer's / County Project Description

Application No.: 2 (RETAINAGE)
Application Date: 11/6/2012
Period To: 10/29/2012
Engineer's / County Project No.: C-CAP-12-019-01-31

					Original Schedule Value			Revised Schedule Value		First Month			Second Month			Third Month				Balance To Finish	
No.	Item Code	Description	Unit	Original Rates	Quan	Dollars	Revised Rates	Quan	Dollars	Monthly Quan	QTY to Date	Item Cost (Monthly)	Monthly Quan	QTY to Date	Item Cost (Monthly)	Monthly Quan	QTY to Date	Item Cost (Monthly)	Total to Date	Quan	Dollars
		ROADWAY																			
1	100	Preparig ROW	STA	$ 500.00	21.74	$ 10,870.00	$ 500.00	21.74	$ 10,870.00	21.74	21.74	$ 10,870.00	0	21.74	$ -			$ -	$ 10,870.00	0	$ -
2	110	Excavation	CY	$ 5.00	2730	$ 13,650.00	$ 5.00	2730	$ 13,650.00	2730	2730	$ 13,650.00	0	2730	$ -			$ -	$ 13,650.00	0	$ -
3	247	FLEX BASE	CY	$ 12.50	1503	$ 18,787.50	$ 12.50	1503	$ 18,787.50	1503	1503	$ 18,787.50	0	1503	$ -			$ -	$ 18,787.50	0	$ -
4	251	Reworking BS Mtrl. (DC) (TY CL2)	CY	$ 21.05	644	$ 13,556.20	$ 21.05	644	$ 13,556.20	644	644	$ 13,556.20	0	644	$ -			$ -	$ 13,556.20	0	$ -
5	260	Lime Treated for Subgrade	SY	$ 1.75	6775	$ 11,856.25	$ 1.75	0	$ -	0	0	$ -	0	0	$ -			$ -	$ -	0	$ -
6	262	Lime Treated for Subgrade (Type A, B or C)	TON	$ 170.00	50.27	$ 8,545.90	$ 170.00	0	$ -	0	0	$ -	0	0	$ -			$ -	$ -	0	$ -
7	262	Lime Treated for Base Course (8")	SY	$ 1.00	6775	$ 6,775.00	$ 1.00	0	$ -	0	0	$ -	0	0	$ -			$ -	$ -	0	$ -
8	262	Lime Treated (Type A or B)	TON	$ 170.00	50.60	$ 8,602.00	$ 170.00	0	$ -	0	0	$ -	0	0	$ -			$ -	$ -	0	$ -
9	310	Prime Coat (MC-30)	GAL	$ 4.50	1277	$ 5,746.50	$ 4.50	1277	$ 5,746.50	1277	1277	$ 5,746.50	0	1277	$ -			$ -	$ 5,746.50	0	$ -
10	340	Asphalt Concrete Pavement (Type "D")	TON	$ 93.00	499.00	$ 46,407.00	$ 93.00	499.00	$ 46,407.00	499.00	499	$ 46,407.00	0	499	$ -			$ -	$ 46,407.00	0	$ -
11	502	Barricades, Signs & Traffic Handling	MO	$ 900.00	1.5	$ 1,350.00	$ 900.00	1.5	$ 1,350.00	1.5	1.5	$ 1,350.00	0	1.5	$ -			$ -	$ 1,350.00	0	$ -
12	506	Construction Exits (TY 2) (Install)	SY	$ 8.30	145	$ 1,203.50	$ 8.30	145	$ 1,203.50	145	145	$ 1,203.50	0	145	$ -			$ -	$ 1,203.50	0	$ -
13	506	Construction Exits (TY 2) (Remove)	SY	$ 2.45	145	$ 355.25	$ 2.45	145	$ 355.25	145	145	$ 355.25	0	145	$ -			$ -	$ 355.25	0	$ -
14	530.0	Turnouts (Asphalt Concrete Pavement)	SY	12.0	217.5	2610.00	12.0	217.5	$ 2,610.0	217.5	217.5	2610.0	0	217.5	$ -			0.0	2610.0	0	0.0
15	644	Small Road Sign Assembly (Type A)	EA	$ 450.00	3	$ 1,350.00	$ 450.00	0	$ -	0	0	$ -	0	0	$ -			$ -	$ -	0	$ -
16		Type III Barricade	EA	$ 450.00	0	$ -	$ 450.00	1	$ 450.00	1	1	$ 450.00	0	1	$ -			$ -	$ 450.00	0	$ -
			Total Roadway		**$**	**151,665.10**		**$**	**114,985.95**		**$**	**114,985.95**		**$**	**-**		**$**	**-**	**$ 114,985.95**	**$**	**-**
		DRAINAGE																			
17	464	RCP (CL III) (15")	LF	$ 22.00	866	$ 19,052.00	$ 22.00	1236	$ 27,192.00	1236	1236.00	$ 27,192.00	0	1,236	$ -			$ -	$ 27,192.00	0	$ -
18	464	RCP (CL III) (18")	LF	$ 29.00	166	$ 4,814.00	$ 29.00	166	$ 4,814.00	166	166.00	$ 4,814.00	0	166	$ -			$ -	$ 4,814.00	0	$ -
19	467	Safety End Treatment	EA	$ 1,200.00	6	$ 7,200.00	$ 1,200.00	6	$ 7,200.00	6	6.00	$ 7,200.00	0	6	$ -			$ -	$ 7,200.00	0	$ -
20	403	Driveways (TY PRB-1)(Asphalt, Concrete, Pavement (1")	EA	$ 12.00	403	$ 4,836.00	$ 12.00	663	$ 7,956.00	663	663.00	$ 7,956.00	0	663	$ -			$ -	$ 7,956.00	0	$ -
21	570	Driveways (TY PRB-1) (Concrete)	SY	$ 35.00	570	$ 19,950.00	$ 35.00	663	$ 23,205.00	663	663.00	$ 23,205.00	0	663	$ -			$ -	$ 23,205.00	0	$ -
22	164	Seeding for Erosion Control	SF	$ 0.55	5314	$ 2,922.70	$ 0.55	0	$ -	0	0.00	$ -	0	0	$ -			$ -	$ -	0	$ -
23	531	Concrete Sidewalks	SY	$ 32.00	28.8	$ 921.60	$ 32.00	28.8	$ 921.60	28.8	28.80	$ 921.60	0	28.8	$ -			$ -	$ 921.60	0	$ -
24	5249	Temporary Sediment Control Fence (Install)	LF	$ 2.00	403	$ 806.00	$ 2.00	403	$ 806.00	403	403.00	$ 806.00	0	403	$ -			$ -	$ 806.00	0	$ -
25	5249	Temporary Sediment Control Fence (Remove)	LF	$ 1.00	403	$ 403.00	$ 1.00	403	$ 403.00	403	403.00	$ 403.00	0	403	$ -			$ -	$ 403.00	0	$ -
26	529	18" Laydown Curb	LF	$ 7.00	90	$ 630.00	$ 7.00	0	$ -	0	0.00	$ -	0	0	$ -			$ -	$ -	0	$ -
			Total Drainage		**$**	**61,535.30**		**$**	**72,497.60**		**$**	**72,497.60**		**$**	**-**		**$**	**-**	**$ 72,497.60**	**$**	**-**
		GRAND TOTAL		**$**	**213,200.40**			**$187,483.55**			**$**	**187,483.55**		**$**	**-**				**$ 187,483.55**		**$ -**

APPROVED BY:

Javier Hinojosa P.E.
Print Name

Signature

11/29/12
Date

Exhibit E-D

AI-35631 **8. G.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Agapito Vargas Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Presentation for consideration, discussion, acceptance and approval of the following with Saenz Utility Contractors, LTD contracted vendor for Havana Subdivision, Pct. No. 3 as submitted through project engineer Javier Hinojosa Engineering. (C-CAP-12-020-01-24):

a. Application for payment No. 2 (Retainage) in the amount of $7,741.47;

b. "Certificate of Construction Completion" reflecting the date of August 30, 2012.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2 ACCT. #: 2-1312-206-00-000-036-0-000

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available balance in account $8,491.47.

P.O.#674556

Attachments

Application for Payment No.2 Retainage Release Havana Subdivision

Certificate of Construction Completion Havana Subdivision

Form Review

Inbox	Reviewed By	Date
Yvette Islas	Yvette Islas	12/12/2012 03:25 PM
Purchasing Department	Marty Salazar	12/13/2012 01:12 PM
Budget & Management	Obdett Calzada	12/13/2012 02:49 PM
Roland Garcia	Rolando Garcia	12/14/2012 11:47 AM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Marcie Jackson Started On: 12/07/2012 09:09 AM

Final Approval Date: 12/14/2012

APPLICATION FOR PAYMENT NO. 2 (RETAINAGE)

To: HIDALGO COUNTY (OWNER)
From: SAENZ UTILITY CONTRACTORS, LTD (CONTRACTOR)
Contract: HIDALGO COUNTY PRECINCT NO. 3 COLONIA ACCESS PROGRAM ROUND III ROAD & DRAINAGE CONSTRUCTION FOR HAVANA SUBDIVISION
Project: HIDALGO COUNTY PRECINCT NO. 3 COLONIA ACCESS PROGRAM ROUND III ROAD & DRAINAGE CONSTRUCTION FOR HAVANA SUBDIVISION
Owner's Contract No. C-CAP-12-020-01-24 Engineer's Project No.
For Work accomplished through the date of: August 29, 2012

1. Original Contract Price:		$111,443.25
2. Net change by Change Order No. 2 and Written Agreements(-):		- $26,528.60
3. Current Contract Price (1 minus 2):		$84,914.65
4. Total completed and stored to date:		$84,914.65
5. Retainage (per Agreement):		
0% of completed Work:	$0.00	
of stored material		
Total Retainage:		$0.00
6. Total completed and stored to date less retainage (4 minus 5)		$84,914.65
7. Less previous Application for Payments:		$76,423.18
8. Less Liquidated Damages (3 days @ $250.00 per day):		- $750.00
9. AMOUNT DUE THIS APPLICATION (6 MINUS 7)		$7,741.47

Accompanying Documentation:

1. **Application and Certification of Payment**
2. **Schedule of Values**
3. **Estimate Quantity Update Worksheet**
4. **Punch List**
5. **Certificate of Construction Completion**
6. **Contractor's Affidavit of Release of Liens**
7. **Contractor's Affidavit of Payment of Debts & Claims**

REQ# 215042 P.O.# 674556
2-1312-206-00-000-036-0-000→$7,741.47
HAVANA S/D-RTNG PAYBLE

CONTRACTOR'S Certification:
The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through 2 inclusive: (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payments is in accordance with the Contract Documents and not defective.

Date November 6, 2012

NOTARY PUBLIC STATE OF TEXAS
CAROLINA SAENZ
My Commission Expires
August 21, 2016

SAENZ UTILITY CONTRACTORS, LTD
(CONTRACTOR)
By: _____
ROBERT RODRIGUEZ, JR. CFO
22290 FM 88
EDCOUCH, TEXAS 78538

State of TEXAS
County of HIDALGO
Subscribed and sworn to before me this 27 day of November.

Notary Public
My Commission expires: August 21, 2016

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Date 11/29/12

JAVIER HINOJOSA ENGINEERING
(ENGINEER)
By: _____
Javier Hinojosa, P.E.

Exhibit E-C

INVOICE RECEIVED BY: _____ ON 11/30/12
GOODS/SERVICES RECEIVED BY: _____ ON 11/30/12

Saenz Utility Contractors, Ltd	Contractor Name
08/01/212	Starting Date
8/29/2012	Project Ending Date
0%	Retainage Percent

Application No.	**2 (RETAINAGE)**
Application Date:	**11/6/2012**
Period To:	**August 29, 2012**
Engineer Firm	**JAVIER HINOJOSA ENGINEERING**

Summary

CSJ#	PROJECT NAME	Original Schedule Value	Revised Schedule Value	Payment Application No 1	Payment Application No 2	Total To Date	Balance To Finish	Retainage	Net	Liquidated Damages (3 Days @ $250.00 per day)	Payment To Date	Payment Due
3C1080312	Havana Subd.	$ 111,443.25	$ 84,914.65	$ 84,914.65	$ -	$ 84,914.65	$ -	$ -	$ 84,914.65	-$750.00	$ 76,423.18	$ 7,741.47
		$ 111,443.25	$ 84,914.65	$ 84,914.65	$ -	$ 84,914.65	$ -	$ -	$ 84,914.65	-$750.00	$ 76,423.18	$ 7,741.47

Saenz Utility Contractors, Ltd	Contractor Name
8/1/2012	Starting Date
8/29/2012	Project Ending Date
Havana Subdivision	Engineer's / County Project Description

Application No.: 2 (RETAINAGE)
Application Date: 11/6/2012
Period To: 10/29/2012
Engineer's / County Project No.: C-CAP-12-020-01-24

No.	Item Code	Description	Unit	Original Rates	Original Schedule Value Quan	Original Schedule Value Dollars	Revised Rates	Revised Schedule Value Quan	Revised Schedule Value Dollars	First Month Monthly Quan	First Month QTY to Date	First Month Item Cost (Monthly)	Second Month Monthly Quan	Second Month QTY to Date	Second Month Item Cost (Monthly)	Third Month Monthly Quan	Third Month QTY to Date	Third Month Item Cost (Monthly)	Total to Date	Balance To Finish Quan	Balance To Finish Dollars
		ROADWAY																			
1	100	Preparig ROW	STA	$ 700.00	11.25	$ 7,875.00	$ 700.00	11.25	$ 7,875.00	11.25	11.25	$ 7,875.00	0	11.25	$0.00			$ -	$ 7,875.00	0	$ -
2	110	Excavation	CY	$ 4.25	1650.00	$ 7,012.50	$ 4.25	1650	$ 7,012.50	1650	1650.00	$ 7,012.50	0	1650	$0.00			$ -	$ 7,012.50	0	$ -
3	247	FLEX BASE	CY	$ 10.75	778	$ 8,363.50	$ 10.75	778	$ 8,363.50	778	778.00	$ 8,363.50	0	778	$0.00			$ -	$ 8,363.50	0	$ -
4	251	Reworking BS Mtrl. (DC) (TY CL2)	CY	$ 8.65	813	$ 7,032.45	$ 8.65	813	$ 7,032.45	813	813.00	$ 7,032.45	0	813	$0.00			$ -	$ 7,032.45	0	$ -
5	260	Lime Treated for Subgrade	SY	$ 2.00	3486	$ 6,972.00	$ 2.00	0	$ -	0	0.00	$ -	0	0	$0.00			$ -	$ -	0	$ -
6	262	Lime Treated for Subgrade (Type A or B)	TON	$ 200.00	25.98	$ 5,196.00	$ 200.00	0	$ -	0	0.00	$ -	-	0	$0.00			$ -	$ -	0	$ -
7	262	Lime Treated for Base Course (8")	SY	$ 2.00	3486	$ 6,972.00	$ 2.00	0	$ -	0	0.00	$ -	0	0	$0.00			$ -	$ -	0	$ -
8	262	Lime Treated (Type A or B)	TON	$ 200.00	26.09	$ 5,218.00	$ 200.00	0	$ -	0	0.00	$ -	0	0	$0.00			$ -	$ -	0	$ -
9	310	Prime Coat (MC-30)	GAL	$ 4.00	602	$ 2,408.00	$ 4.00	602	$ 2,408.00	602	602.00	$ 2,408.00	0	602.00	$0.00			$ -	$ 2,408.00	0	$ -
10	340	Asphalt Concrete Pavement (Type "D")	TON	$ 94.00	296.55	$ 27,875.70	$ 94.00	296.55	$ 27,875.70	296.55	296.55	$ 27,875.70	0	296.55	$0.00			$ -	$ 27,875.70	0	$ -
11	502	Barricades, Signs & Traffic Handling	MO	$ 500.00	1.5	$ 750.00	$ 500.00	1.5	$ 750.00	1.5	1.50	$ 750.00	0	1.50	$0.00			$ -	$ 750.00	0	$ -
12	506	Construction Exits (TY 2) (Install)	SY	$ 5.25	290	$ 1,522.50	$ 5.25	290	$ 1,522.50	290	290.00	$ 1,522.50	0	290.00	$0.00			$ -	$ 1,522.50	0	$ -
13	506	Construction Exits (TY 2) (Remove)	SY	$ 2.00	290	$ 580.00	$ 2.00	290	$ 580.00	290	290.00	$ 580.00	0	290.00	$0.00			$ -	$ 580.00	0	$ -
14	530	Turnouts (Asphalt Concrete Pavement)	SY	$ 15.00	290	$ 4,350.00	$ 15.00	290	$ 4,350.00	290	290.00	$ 4,350.00	0	290.00	$0.00			$ -	$ 4,350.00	0	$ -
15	644	Small Road Sign Assembly (Type A)	EA	$ 300.00	4	$ 1,200.00	$ 300.00	0	$ -	0	0.00	$ -	0	0.00	$0.00			$ -	$ -	0	$ -
			Total Roadway		**$ 93,327.65**			**$ 67,769.65**			**$ 67,769.65**			**$0.00**			**$ -**	**$ 67,769.65**	**$ -**	
		DRAINAGE																			
16	494	RCP (CL III) (15")	LF	$ 25.00	260	$ 6,500.00	$ 25.00	332	$ 8,300.00	332	332	$ 8,300.00	0	332	0.00			$ -	$ 8,300.00	0	$ -
17	164	Seeding for Erosion	LF	$ 1.00	2735	$ 2,735.00	$ 1.00	0	$ -	0	0	$ -	0	0	0.00			$ -	$ -	0	$ -
18	530	Driveways (TY PRB-1)(Asphalt, Concrete, Pavement (1")	EA	$ 15.00	211	$ 3,165.00	$ 15.00	267	$ 4,005.00	267	267	$ 4,005.00	0	267	0.00			$ -	$ 4,005.00	0	$ -
19	530	Driveways (TY PRB-1) (Concrete)	SY	$ 40.00	73	$ 2,920.00	$ 40.00	95	$ 3,800.00	95	95	$ 3,800.00	0	95	0.00			$ -	$ 3,800.00	0	$ -
20	5249	Temporary Sediment Control Fence (Install)	LF	$ 3.00	260	$ 780.00	$ 3.00	260	$ 780.00	260	260	$ 780.00	0	260	0.00			$ -	$ 780.00	0	$ -
21	5249	Temporary Sediment Control Fence (Remove)	LF	$ 1.00	260	$ 260.00	$ 1.00	260	$ 260.00	260	260	$ 260.00	0	260	0.00			$ -	$ 260.00	0	$ -
22	529	18" Laydown Curb	LF	$ 6.65	264	$ 1,755.60	$ 6.68	0	$ -	0	0.00	$ -	0	0.00	$0.00			$ -	$ -	0	$ -
			Total Drainage		**$ 18,115.60**			**$ 17,145.00**			**$ 17,145.00**			**$0.00**			**$ -**	**$ 17,145.00**	**$ -**	
		GRAND TOTAL			**$ 111,443.25**			**$84,914.65**			**$ 84,914.65**			**$0.00**				**$ 84,914.65**		**$ -**

APPROVED BY:

Javier Hinojosa P.E.
Print Name

Signature

11/29/12
Date

Exhibit E-D

CERTIFICATE OF CONSTRUCTION COMPLETION

THIS IS TO CERTIFY THAT ON 30th DAY OF August A FINAL INSPECTION was made of the project herein described.

CONTRACT

CONTRACT DATE: January 24, 2012
OWNER: Hidalgo County
CONSTRUCTION CONTRACTOR: Saenz Utility Contractors, Ltd
OF THE CITY OF Edcouch STATE OF Texas

PROJECT DESCRIPTION

CONSTRUCTION OF Havana Subdivision Road and Drainage Improvements

CONTRACT NO: C-CAP-12-020-01-24
Located in or near the City/Precinct of Hidalgo County Precinct No. 3

THIS IS TO CERTIFY"

1. That the work has been completed in accordance with the plans and specifications and all addenda, change orders, supplemental agreements thereto, and with the following exceptions:
   Liquidated damages in the amount of $750.00 (3 days @ $250.00 per day).

2. That the sum of $750.00, deducted from the final payment of the Contractor is a fair and equitable settlement for the foregoing except work.

3. That the contractor has presented a "Certificate of Release" starting under oath, that all claims arising out of the performance of work have been fulfilled, and the Owner is released from all claims arising under or by virtue of said contract.

4. That the CONTRACTOR has presented in behalf of itself and its sureties, satisfactory evidence that it is bound to repair, replace, and make good any faulty workmanship and/or materials discovered in the work within a period of one year from this date, as provided in said contract.

5.

Amount of Original Contract	$111,443.25
Present Amount of Contract	$ 84,914.65
Total Amount of earned to Date	$ 84,914.65
Less: previous payments	$ 76,423.18
Balance	$ 8,491.47
Authorized deductions	$ - 750.00
AMOUNTY OF FINAL PAYMENT	$ 7,741.47

6. That the final payment in the amount of Seven thousand Seven hundred forty-one dollars and forty seven cents is now due and payable.

Javier Hinojosa Engineering
By: Javier Hinojosa, P.E.

CONCURRED BY:

Saenz Utility Contractors, Ltd
Contractor's Name

By: _____

Title: Manager

CONCURRED BY:

_____
City/Precinct

By: _____

Title: _____

AI-35658 **Purchasing Department 8. H.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar **Submitted By:** Rocio Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of the following invoices submitted by contracted/project engineer, L & G Consulting Engineers, Inc. in the total amount of $189,191.33:

Ivoice #	P.O. #	Amount	Project Name	Contract #
11324313	683229	$84,435.25	Tom Gill/Liberty Road Project	C-12-247-10-01
11324327	682473	$25,755.68	US 83-La Joya Relief Route	C-12-247-10-01
11324321	625224	$3,140.00	FM 681-FM 2221 to SH 107	C-09-192-06-08
11324322	625225	$2,750.00	FM 681-FM 364	C-09-192A-06-08
11324320	671613	$65,370.00	La Homa	C-11-312-02-07
11324305	682472	$7,740.40	Abatement Air Monitor	C-12-123-05-22

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 **ACCT. #:** 2-1342-431-00-123-100-0-731

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO 683229-Tom Gil/Liberty Rd Project

FISCAL YEAR: 2012 **ACCT. #:** 2-1342-431-00-123-101-0-841

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO 682473-La Joya Relief Route

FISCAL YEAR: 2012 **ACCT. #:** 2-1315-431-00-123-070-0-841

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO 625224-FM 681-FM 2221 to SH 107

FISCAL YEAR: 2012 **ACCT. #:** 2-1315-431-00-123-071-0-841

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO 625225-FM 681 Project

FISCAL YEAR: 2012 **ACCT. #:** 2-1342-431-00-123-045-0-841

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO 671613-La Homa

FISCAL YEAR: 2012 **ACCT. #:** 2-1100-415-00-115-002-0-334

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO 682472-Asbestos Abatement Air Monitor

Attachments

Invoices

Invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/14/2012 12:03 PM
Budget & Management	Obdett Calzada	12/14/2012 01:16 PM
Olga Garza	Olga Garza	12/14/2012 04:29 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Rocio Villarreal Started On: 12/07/2012 03:35 PM

Final Approval Date: 12/14/2012

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324313
INVOICE DATE: 11/30/12

SIGN:
REQ# 824683
PO# 683229

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 120801
Tom Gill/Liberty Road Project
WA#1 - P.O.# 683229
C-12-246-10-16

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of November 2012.						
11005-Pre Comp Util	32.232.54	8.058.14	4.834.88	12.893.02	40.0	19.339.52
11006-Design Schem	263.416.43	52.683.29	52.683.28	105.366.57	40.0	158.049.86
11007-Prelim ROW	27.568.65	6.892.16	4.135.30	11.027.46	40.0	16.541.19
12001-EA Reports	95.024.83	4.751.24	4.751.24	9.502.48	10.0	85.522.35
12002-Pub Involvment	37.579.61	1.878.98	7.515.92	9.394.90	25.0	28.184.71
12008-Engr/Pub Mtgs	20.005.84	2.000.58	3.000.88	5.001.46	25.0	15.004.38
12009-Engr/Pub Hear	12.593.28				0.0	12.593.28
12070-Arch & Hist	41.780.40				0.0	41.780.40
16101-Hydro Map	37.568.78	7.513.76	7.513.75	15.027.51	40.0	22.541.27
TOTALS:	567.770.36	83.778.15	84.435.25	168.213.40	29.6	399.556.96

ORIGINAL CONTRACT SUM	$	567.770.36
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	567.770.36
TOTAL COMPLETED TO DATE	$	168.213.40
LESS PREVIOUS INVOICES	$	83.778.15
CURRENT PAYMENT DUE	$	84.435.25

PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
ON 12/4/12
GOODS/SERVICES RECEIVED BY
ON 11/30/12

2-1342-431-00-123-100-0-731

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324327

INVOICE DATE: 11/30/12

SIGN: _____
REQ# 223924
PO# 682473

BILL TO:
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 120701
US 83 - La Joya Relief Route
WA#1 - P.O.#682473
Contract# C-12-247-10-01

Engineering services for the month of November 2012.

Task#1 - Project Engineer	18.00 hr	119.380 / hr	2,148.84
Task#1 - Senior Engineer	16.00 hr	166.580 / hr	2,665.28
Task#1 - Senior Project Manager	8.00 hr	199.890 / hr	1,599.12
TASK #1 - COORDINATION MEETINGS/AFFECTED PROPERTY OWNERS & PROJECT STAKEHOLDERS			
Task#2 - Project Engineer	14.00 hr	119.380 / hr	1,671.32
Task#2 - Senior Engineer	8.00 hr	166.580 / hr	1,332.64
Task#2 - Senior Project Manager	6.00 hr	199.890 / hr	1,199.34
TASK#2 - COORDINATION OF IMPROVEMENTS TO OTHER ROADWAYS SUCHS AS MILE 3, TOM GILL RD., LIBERTY BLVD., ETC			
Task#3 - Project Engineer	32.00 hr	119.380 / hr	3,820.16
Task#3 - Senior Engineer	28.00 hr	166.580 / hr	4,664.24
Task#3 - Senior Project Manager	12.00 hr	199.890 / hr	2,398.68
TASK#3 - COORDINATION W/HIDALGO COUNTY DRAINAGE #1 (HCDD#1) FOR DRAINAGE OUTFALLS & HYDROLOGIC STUDIES			
Task#4 - Project Engineer	15.00 hr	119.380 / hr	1,790.70
Task#4 - Senior Engineer	10.00 hr	166.580 / hr	1,665.80
Task#4 - Senior Project Manager	4.00 hr	199.890 / hr	799.56
TASK#4 - COORDINATION W/OWNERS OF AFFECTED IRRIGATION & UTILITY FACILITIES (I.E. LOCATES, MEETING, ADJUSTMENTS)			
		TOTAL	25,755.68

INVOICE RECEIVED BY
NA ON 12/5/12
GOODS/SERVICES RECEIVED BY
Tom Flores ON 11/30/12

2-1342-431-60-123-101-0-841

Project Manager's Signature

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324321
INVOICE DATE: 11/30/12

SIGN: _____
REQ# 156841
PO# 625924

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 090501
FM 681
From FM 2221 to SH 107

Contract# C-09-192-06-08 P.O.#625224

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of November 2012.						
13002-ROW Map	6,200.00	6,200.00		6,200.00	100.0	
13020-ROW Map/Sub	158,100.00	158,100.00		158,100.00	100.0	
15001-Surv.Plans&Des	677.32	677.32		677.32	100.0	
15010-Field Srvy/Sub	65,748.00	62,460.60		62,460.60	95.0	3,287.40
15050-Outfall Sy Sub	15,204.00	15,204.00		15,204.00	100.0	
15060-Outfall Sy Sub	34,218.00	34,218.00		34,218.00	100.0	
16001-Rdwy Design	365,920.00	365,920.00		365,920.00	100.0	
16102-Hydraulic Dsgn	40,000.00	40,000.00		40,000.00	100.0	
16104-Outfall Dsgn	40,000.00	40,000.00		40,000.00	100.0	
16201-Signing	20,000.00	20,000.00		20,000.00	100.0	
16202-Pvmt Marking	16,000.00	16,000.00		16,000.00	100.0	
16230- Signal/Illum	90,000.00	90,000.00		90,000.00	100.0	
16302-Traf Cntrl Pln	30,000.00	30,000.00		30,000.00	100.0	
16304-Irrigation	30,000.00	30,000.00		30,000.00	100.0	
16306-Qty Specs	30,000.00	30,000.00		30,000.00	100.0	
16307-Utilities	30,000.00	30,000.00		30,000.00	100.0	
32001-Const. Mgnmt	22,075.47				0.0	22,075.47
60000-Row Acq. Admin	272,852.83	272,852.83		272,852.83	100.0	
60100-Title Services	31,800.00	31,800.00		31,800.00	100.0	
60200-Appraisal Srv	37,100.00	37,100.00		37,100.00	100.0	
60220-Appr Svc/Sub	106,000.00	106,000.00		106,000.00	100.0	
60300-Appraisal Rvw	22,525.00	22,525.00		22,525.00	100.0	
60301-Apprais Update	9,500.00	4,000.00	3,100.00	7,100.00	74.7	2,400.00
60330-Appr Rev/Sub	19,875.00	19,875.00		19,875.00	100.0	
60400-Parcel Negtion	185,500.00	163,800.00		163,800.00	88.3	21,700.00
60500-Clsng Srvs Fee	10,600.00	7,140.00	40.00	7,180.00	67.7	3,420.00
60600-Relocation Srv	12,000.00	12,000.00		12,000.00	100.0	
60700-Land	38,716.98	38,716.98		38,716.98	100.0	
TOTALS:	1,740,612.60	1,684,589.73	3,140.00	1,687,729.73	97.0	52,882.87
16002-Rdwy Dsg-2 Set	34,566.98	34,566.98		34,566.98	100.0	
13021-ROW Map/Sub	4,150.00	4,150.00		4,150.00	100.0	
60700-Land	-38,716.98	-38,716.98		-38,716.98	100.0	
Supplemental #1						

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324321
INVOICE DATE: 11/30/12
PAGE: 2

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 090501
FM 681
From FM 2221 to SH 107

Contract# C-09-192-06-08 P.O.#625224

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
TOTALS:	1,740,612.60	1,684,589.73	3,140.00	1,687,729.73	97.0	52,882.87

ORIGINAL CONTRACT SUM	$	1,740,612.60
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	1,740,612.60
TOTAL COMPLETED TO DATE	$	1,687,729.73
LESS PREVIOUS INVOICES	$	1,684,589.73
CURRENT PAYMENT DUE	$	3,140.00

PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY _____ ON 12/4/12
GOODS/SERVICES RECEIVED BY _____ ON 11/30/12

2-1315-431-W-B23-070.0-841

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324322
INVOICE DATE: 11/30/12

SIGN: _____
REQ# 156,846
PO# 625225

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 090502
FM 681 Project
From FM 2221/FM 492:
FM 681 to FM 364

Contract# C-09-192A-06-08 P.O.#625225

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of November 2012.						
13020-ROW Map/Sub	99,200.00	99,200.00		99,200.00	100.0	
15001-Surv.Plans&Des	16,611.68	16,611.68		16,611.68	100.0	
15010-Field Srvy/Sub	30,940.00	29,393.00		29,393.00	95.0	1,547.00
15050-Outfall Sy/Sub	7,154.00	7,154.00		7,154.00	100.0	
16001-Rdwy Design	126,800.00	126,800.00		126,800.00	100.0	
16102-Hydraulic Dsgn	20,000.00	20,000.00		20,000.00	100.0	
16104-Outfall Dsgn	20,000.00	20,000.00		20,000.00	100.0	
16201-Signing	10,000.00	10,000.00		10,000.00	100.0	
16202-Pvmt Marking	8,000.00	8,000.00		8,000.00	100.0	
16303-Signal/Ill	8,490.57	8,490.57		8,490.57	100.0	
16230-Signal/Ill Sub	30,000.00	30,000.00		30,000.00	100.0	
16302-Traf Cntrl Pln	15,000.00	15,000.00		15,000.00	100.0	
16304-Irrigation	15,000.00	15,000.00		15,000.00	100.0	
16306-Qty Specs	15,000.00	15,000.00		15,000.00	100.0	
16307-Utilities	15,000.00	15,000.00		15,000.00	100.0	
32001-Const. Mgnmt	14,433.96				0.0	14,433.96
60000-Row Acq. Admin	145,172.17	145,172.17		145,172.17	100.0	
60100-Title Services	19,200.00	19,200.00		19,200.00	100.0	
60200-Appraisal Srv	22,400.00	21,011.20		21,011.20	93.8	1,388.80
60220-Appr Svc/Sub	64,000.00	60,000.00		60,000.00	93.8	4,000.00
60300-Appraisal Rvw	13,600.00	12,321.60		12,321.60	90.6	1,278.40
60301-Apprais Update	4,500.00		2,750.00	2,750.00	61.1	1,750.00
60330-Appr Rev/Sub	12,000.00	10,875.00		10,875.00	90.6	1,125.00
60400-Parcel Negtion	112,000.00	77,700.00		77,700.00	69.4	34,300.00
60500-Clsng Srvs Fee	6,400.00	3,200.00		3,200.00	50.0	3,200.00
60600-Relocation Srv	6,000.00	6,000.00		6,000.00	100.0	
60700-Land	18,283.02	18,283.02		18,283.02	100.0	
TOTALS:	875,185.40	809,412.24	2,750.00	812,162.24	92.8	63,023.16
16002-Rdwy Design	14,133.02	14,133.02		14,133.02	100.0	
13021-ROW Map/Sub	4,150.00	4,150.00		4,150.00	100.0	
60700-Land	-18,283.02	-18,283.02		-18,283.02	100.0	
Supplemental #1						

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324322
INVOICE DATE: 11/30/12
PAGE: 2

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 090502
FM 681 Project
From FM 2221/FM 492:
FM 681 to FM 364

Contract# C-09-192A-06-08 P.O.#625225

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
TOTALS:	875.185.40	809.412.24	2.750.00	812.162.24	92.8	63.023.16

ORIGINAL CONTRACT SUM	$	875.185.40
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	875.185.40
TOTAL COMPLETED TO DATE	$	812.162.24
LESS PREVIOUS INVOICES	$	809.412.24
CURRENT PAYMENT DUE	$	2.750.00

PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
DBC ON 12/7/12
GOODS/SERVICES RECEIVED BY
[illegible] ON 11/30/12

2-1315-1/31-60-123-671-0.841

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324320
INVOICE DATE: 11/30/12

SIGN: _____
REQ# 211011
PO# 671613

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 120101
La Homa ROW - WA#1
Limits: SH495 to FM 1924
PO#671613

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of November 2012.						
32001-Const Mgmt	108.000.00				0.0	108.000.00
60000-Row Acq. Admin	329.000.00	329.000.00		329.000.00	100.0	
60100-Title Services	42.000.00	37.800.00	3.600.00	41.400.00	98.6	600.00
60200-Appraisal Srv	49.000.00	20.286.00		20.286.00	41.4	28.714.00
60220-Appraisal Srv	140.000.00	58.000.00		58.000.00	41.4	82.000.00
60300-Appraisal Rvw	24.500.00	10.143.00		10.143.00	41.4	14.357.00
60330-Appraisal Rev	31.500.00	13.050.00		13.050.00	41.4	18.450.00
60400-Parcel Negtion	245.000.00		61.770.00	61.770.00	25.2	183.230.00
60500-Clsng Srvs Fee	14.000.00				0.0	14.000.00
TOTALS:	983.000.00	468.279.00	65.370.00	533.649.00	54.3	449.351.00

ORIGINAL CONTRACT SUM	$	983.000.00
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	983.000.00
TOTAL COMPLETED TO DATE	$	533.649.00
LESS PREVIOUS INVOICES	$	468.279.00
CURRENT PAYMENT DUE	$	65.370.00

PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
TAC ON 12/5/12
GOODS/SERVICES RECEIVED BY
Comm Floor ON 11/30/12

2-1342-431-00-123-045-0-841

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324305
INVOICE DATE: 11/30/12

SIGN: _____
REQ# 280026
PO# 682472

BILL TO: 08
Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 120502
Asbestos Abatement Air Monitor
414 W. 12th Street WA#2
C-12-123-05-22 P.O.#682472
Mission, TX

Engineering services for the month of November 2012.

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
12030-Asbestos Test	1,300.00		1,300.00	1,300.00	100.0	
12040-Asbestos Remov	3,350.00		3,350.00	3,350.00	100.0	
16400-Contract Mgmt	2,595.40		2,595.40	2,595.40	100.0	
16401-Direct Expense	495.00		495.00	495.00	100.0	
TOTALS:	7,740.40	0.00	7,740.40	7,740.40	100.0	0.00

ORIGINAL CONTRACT SUM	$	7,740.40
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	7,740.40
TOTAL COMPLETED TO DATE	$	7,740.40
LESS PREVIOUS INVOICES	$	0.00
CURRENT PAYMENT DUE	$	7,740.40

PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY _____ ON 12/3/12
GOODS/SERVICES RECEIVED BY _____ ON 11/30/12

2-1100-415-00-115-002-0-334

AI-35492 **8. I.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha Salazar Submitted By: Sandy Suarez, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to advertise and approval of procurement packet (i.e. specifications/requirements, legal notice, draft requirements agreement etc.) as attached hereto for: Hidalgo County Sheriff's Office- "Electronic Security System Maintenance & Repair Services"- RFB No.: 2013-007-00-00-SGS-including the re-advertising of project in the event no bid responses are received and/or are rejected and project is still required.

BACKGROUND

1.Current contract expires on : March 16, 2013
2. New contract will commence on: March 17,2013
3. Proposed schedule of events:
1st advertisement: January 05, 2013
2nd advertisement:January 12, 2013
Bid Opening date: January 23,2013

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 2-1100-423-21-280-002-0-432

FUNDS AVAILABLE Y/N?: n MATCHING FUNDS Y/N?: n

BUDGETARY IMPACT:

Available balance as of 12-14-12 $19,980.65

Contract will be for next year, 2013. On an As needed basis
2013 budget $77,000

Attachments

Approval, Revised Specs & Legal Notice

Legal approval & Draft

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 11:48 AM
Budget & Management	Obdett Calzada	12/13/2012 01:59 PM
Manuel Chapa	Manuel Chapa	12/14/2012 03:38 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Sandy Suarez Started On: 11/29/2012 01:38 PM

Final Approval Date: 12/14/2012

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

MEMORANDUM

(APPROVAL OF **2013** SPECIFICATIONS)

To: **Lt.** Richard Ozuna III
Hidalgo County Adult Detention Facility

Attn: Juan Tapia Procurement Specialist

From: Sandy Suarez, Buyer II
Hidalgo County Purchasing Department

Date: October 17, 2012

Re: **Approval or Disapproval of Specifications for: RFB NO.: -2013-007-00-00-SGS Hidalgo County Sheriff's Office-"Electrical Security System Maintenance and Repair Service"**

Please review the following **SPECIFICATIONS** and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE.** If specification is **NOT** met, make any and all modifications necessary and return the revised copy to the designated Buyer in the Purchasing Department.
If you have any questions, please call me at (956) 318-2626 ext# 4860.

APPROVE ☐	DISAPPROVE ☐
APPROVED WITH MODIFICATIONS ✓	

FUNDS AVAILABILITY: ✓ YES / _____NO/_____Other

(Specify)_____

BUDGET ACCOUNT #: 2-1100-423-21-280-002-0-432

[signature]	Comdr. R. Gonzalez	HCSO	11/01/12
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: sandy.suarez@co.hidalgo.tx.us by no later than OCTOBER 26, 2012 @ 1:00 P.M.

Enclosures

EXHIBIT "A" REVISED

HIDALGO COUNTY SHERIFF'S OFFICE

"Electronic Security System Maintenance and Repair Service"

RFB NO.: 2013-007-00-00-SGS

The County of Hidalgo Sheriff's Office is seeking to contract with a qualified bidder to conduct **"Electronic Security System Maintenance & Repair Service"** on an "As Needed Basis" including, but not limited to, the following:

Requirements/Specifications

1. All costs and expenses associated with the preparation and submission of (bids, proposals, statements of qualifications (RFQ) and quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

2. Vendors submitting bid must warranty all services performed/parts.

3. Vendor shall have been in business (in this field) for a minimum of three (3) years

4. A list of a minimum of three (3) current references/contracts for any state, local political subdivision, private sector or any other law enforcement agency must be submitted with your bid. Information should include, but not limited to the following:

   A). Company
   B). Contact Person
   C). Phone Number
   D). Work Preformed
   E).Contract Term

5. **All prices** for inspections, repairs and maintenance shall include consideration for hourly rate plus parts percentage mark up; (if applicable). Any and all additional fees should be included in bid price. (Exhibit "B").

6. Costs are to be net F.O.B. County Prepaid.

7. All billing invoices must be itemized (i.e. parts, labor, etc....) on all work performed

9. Any/all supporting documentations for travel must be submitted with all invoices.
   - All billing for travel time must be itemized (i.e. air travel, lodging, car rental, meals, mileage etc.)
   - **Copies of original receipts** for all travels expenses must be provided with your invoice

10. Vendor submitting bid must use authorized service technicians and parts.

    A). Manufactured through Montgomery Technology Incorporated (MTI), Hardware and software:
    1. System interface control panel boards
    2. Touch screen monitor systems
    3. Opening and/or closing jail door electronic locking system
    4. Cameras and intercom systems programmable logic controllers
    5. **All MTI** parts, products, components; including hardware and/or software for system **must be Backward Compatible** (equal to or better), to the existing MTI system.

6. Any new technology must be able to be integrated into the existing system.
7. The following MTI parts and products listed below, but not limited too, must be available on a repair or replace basis and must be **"Backward Compatible"** to the existing system: (equal to or better)

HP Compaq computers w/software program installed by MTI	RS-422 converters	amps
PLC 2000 Plus (102612DBI).	V-link Ethernet serial server	camera & speaker control boards
Mux board	Graphic panel (flat push button & key pad	control wire (20, 18, 16, 14-awg shield 2, 4, 6 pair conductor wire and/or cat 5 plenum)
locking boards	switches	wire terminating devices (wire nut, spade connectors, wire connectors, terminating blocks)
locking relays	power supply 12-DC	And/ or any part made by MTI or for MTI use in the door control system.
decoder boards	backup power supplies	
relay's	microphones	
graphic panel PLC processors	speakers	
Can routers (102612DBI) network drivers	analog audio modules	

8. All work being performed on the electronic security system must be marked and identified with tape, labels etc. (i.e. not in use, change in system, changes to the wires etc.) A copy of all changes to programs or downloading information must be copied to a USB drive provided by the Sheriff's Maintenance Shop.
9. All parts used must meet the original Manufactures specs (MTI) and/or their subsidiaries. (equal to or better)
10. **If at any time,** a part or product is no longer available or being made by the Manufacturer; a letter must be sent from the original manufacturer (MTI) or their subsidiaries; to the Sheriff's Maintenance Shop, notifying them of this matter.

B). Vendor must also be available for troubleshooting via telephone.

C). Vendor must be able to respond within a reasonable time for onsite repairs.

1. Call Response time – on a Regular hour basis: _____ hours.
2. Call Response time – on an Emergency basis: _____hours.

Unless otherwise specified, any reference to make, manufacturer and/or model used in the bid specification is merely descriptive and not restrictive, and is used only to indicate type, style, or quality of material desired.

Terms & Conditions

1. The term of the contract will be for one (1) year with the county's option to extend additional one (1) year under the same rates, terms and conditions.

2. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.

3. Hidalgo County has the authority to utilize state awarded contracts from its membership with their existing or new cooperatives whenever it is in the county's best interest to do so.

4. Vendor must submit and maintain all proper insurances for the duration of contract term (refer to

EXHIBIT C).

5. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

6. Hidalgo County reserves the right to add or delete items during the term of the contract under the same rates and conditions.

7. Hidalgo County reserves the right to reject any or all bids submitted, to waive any/all formalities or technicalities or to accept the bid considered the best and most advantage to the County.

8. Hidalgo County reserves the right to award the bid to one bidder or to multiple bidders if the county determines it is in the best interest to do so.

9. The contract shall remain in effect until: a) contract expires, b) delivery/completion of services ordered or c) terminated by either party with a thirty (30) day written notice prior to any cancellation.

10. After bid is awarded and low bidder(s) defaults in meeting the general instructions to bidders and/or comply with contract agreement. Hidalgo County reserves the right to seek services from the next low bidder. In such event, County will charge the successful bidder the difference for any additional cost of such item.

11. Bidder(s) agrees that to the extent an item(s) is not available from Bidder(s) own inventory, Bidder(s) will be responsible for locating an alternative supplier and for providing the product or service to Hidalgo County.

12. The bidder awarded the contract shall not engage the services of a subcontractor without prior written consent of Hidalgo County. When requesting written consent from Hidalgo County to retain a subcontractor to perform services hereunder the successful bidder must present evidence and submit to the County that the successful bidder and the proposed subcontractor possess all necessary licenses and permits to perform the services described herein and that the successful bidder and the proposed subcontractor have obtained and submitted the required insurance coverage and policies as required by Hidalgo County.

13. Name Brands: Specifications may reference name brands and model numbers. It is not the intent of Hidalgo County to restrict theses bids in such cases, but to establish a desired quality level of merchandise or to meet a pre-established standard due to like existing items. Offerors may offer items of equal stature and the burden of proof of such stature rests with offerors. Hidalgo County shall act as sole judge in determining equality and acceptability of products offered

Market Volatility and Unit Price Adjustments:

Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

1) **Requesting Price Adjustment**: Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.

   - A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.
   - The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.
   - The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.
   - No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
   - The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

2) **Price Reduction**: Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.

3) **Timeframe for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter.
   Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

4) **Allowable Review Periods**: Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices

relating directly to the contract transaction in question after reasonable notice and during normal business hours.

5) **Dollar Limit to Price Changes**: The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

Additional information

Hidalgo County is requesting that any and all questions, inquiries, and clarifications regarding quotes, bids, proposals, or statements of qualifications be addressed to, Martha l. Salazar, CPPB, purchasing agent, postal/mailing: 2812 S. Business Highway 281, new administration building, Edinburg, Texas 78539 Telephone **inquiries will not be accepted.**

All written inquiries will be accepted via facsimile no later than, Wednesday Month 00, 2012, by 5:00 P.M. responses to said inquiries will be sent to all applications via facsimile by no later than, Friday, Month 00, 2012, by 5:00 P.M.

DRAFT

Changes for the following Memorandum

A) **Manufactured through Montgomery Technology Incorporated Hardware and software:**

1. **System interface control panel boards.**
2. **Touch screen monitors systems.**
3. **Opening and / closing jail door electronic locking systems.**
4. **Cameras and intercom system programmable logic controllers.**
5. **The following parts for this system must be (BACKWARDS COMPATIABLE) to the existing system. MTI part and products**
6. **All components must be compatible with the MTI system. Any new technology must be able to be intergraded in to the existing system. All components (hardware & or software) MUST BE BACKWARD COMPATIBLE.**
7. **The following part must be available on a repair or replace base, the following parts are listed: Hp Compaq computers with soft ware program installed by MTI, PLC 2000 Plus (102612DBI), Mux board, locking boards, locking relays, decoder boards, relay's, graphic panel PLC processors, Can routers (102612DBI) network drivers, RS-422 converters, V-links Ethernet serial server, graphic panel (flat push button & key pad), switches, power supply 12-DC, back up power supplies, microphones, speakers, analog audio modules, amps, Camera & speaker control boards, control wire (20,18,16,14 - awg shield 2,4,6, pair conductor wire & or cat 5 plenum), wire terminating devices (wire nut, spade connectors, wire connectors, terminating blocks) and or any parts made by MTI or for MTI use in the door control system.**
8. **All work done to system must mark. A copy of any changes must be given to the Sheriff Maintenance shop.**
9. **All part used must meet the original Manufactures specs (MTI) and or there subsidiaries.**
10. **If any part's are no longer being made by the manufactory. There must be a letter from the original manufacture (MTI) or there subsidiaries stating this part is not longer being made.**

EXHIBIT "A"
HIDALGO COUNTY SHERIFF'S OFFICE
"Electronic Security System Maintenance and Repair Service"
RFB NO.: 2013-007-00-00-SGS

The County of Hidalgo Sheriff's Office is seeking to contract with a qualified bidder to conduct **"Electronic Security System Maintenance & Repair Service"** on an "As Needed Basis" including, but not limited to, the following:

Requirements/Specifications

1. All costs and expenses associated with the preparation and submission of (bids, proposals, statements of qualifications (RFQ) and quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

2. Vendors submitting bid must warranty all services performed/parts.

3. Vendor shall have been in business (in this field) for a minimum of three (3) years

5. A list of a minimum of three (3) current references/contracts for any state, local political subdivision, private sector or any other law enforcement agency must be submitted with your bid. Information should include, but not limited to the following:

   A). Company
   B). Contact Person
   C). Phone Number
   D). Work Preformed
   E).Contract Term

6. **All prices** for inspections, repairs and maintenance shall include consideration for hourly rate plus parts percentage mark up, (if applicable). Any and all additional fees should be included in bid price. (Exhibit "B").

7. Costs are to be net F.O.B. County Prepaid.

8. All billing invoices must be itemized (i.e. parts, labor, etc....) on all work performed

9. Any/all supporting documentations for travel must be submitted with all invoices.
   - All billing for travel time must be itemized (i.e. air travel, lodging, car rental, meals, mileage etc.)
   - **Copies of original receipts** for all travels expenses must be provided with your invoice

10. Vendor submitting bid must use authorized service technicians and parts for:

    A). Manufactured through Montgomery Technology Incorporated
    Hardware and software:
    1. System interface control panel boards
    2. Touch screen monitor systems
    3. Opening and/or closing jail door locking system
    4. Cameras and intercom systems programmable logic controllers

    B). Vendor must also be available for troubleshooting via telephone.

DRAFT

C). Vendor must be able to respond within a reasonable time for onsite repairs.

1. Call Response time – on a Regular hour basis: _____ hours.
2. Call Response time – on an Emergency basis: _____hours.

Unless otherwise specified, any reference to make, manufacturer and/or model used in the bid specifications is merely descriptive and not restrictive, and is used only to indicate type, style, or quality of material desired.

Terms & Conditions

1. The term of the contract will be for one (1) year with the county's option to extend additional one (1) year under the same rates, terms and conditions.
2. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.
3. Hidalgo County has the authority to utilize state awarded contracts from its membership with their existing or new cooperatives whenever it is in the county's best interest to do so.
4. Vendor must submit and maintain all proper insurances for the duration of contract term (refer to EXHIBIT C).
5. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.
6. Hidalgo County reserves the right to add or delete items during the term of the contract under the same rates and conditions.
7. Hidalgo County reserves the right to reject any or all bids submitted, to waive any/all formalities or technicalities or to accept the bid considered the best and most advantage to the County.
8. Hidalgo County reserves the right to award the bid to one bidder or to multiple bidders if the county determines it is in the best interest to do so.
9. The contract shall remain in effect until: a) contract expires, b) delivery/completion of services ordered or c) terminated by either party with a thirty (30) day written notice prior to any cancellation.
10. After bid is awarded and low bidder(s) defaults in meeting the general instructions to bidders and/or comply with contract agreement. Hidalgo County reserves the right to seek services from the next low bidder. In such event, County will charge the successful bidder the difference for any additional cost of such item.
11. Bidder(s) agrees that to the extent an item(s) is not available from Bidder(s) own inventory, Bidder(s) will be responsible for locating an alternative supplier and for providing the product or service to Hidalgo County.

DRAFT

12. The bidder awarded the contract shall not engage the services of a subcontractor without prior written consent of Hidalgo County. When requesting written consent from Hidalgo County to retain a subcontractor to perform services hereunder the successful bidder must present evidence and submit to the County that the successful bidder and the proposed subcontractor possess all necessary licenses and permits to perform the services described herein and that the successful bidder and the proposed subcontractor have obtained and submitted the required insurance coverage and policies as required by Hidalgo County.

Market Volatility and Unit Price Adjustments:

Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

1) **Requesting Price Adjustment**: Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.

   - A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.
   - The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.
   - The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.
   - No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
   - The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.

2) **Price Reduction**: Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.

3) **Timeframe for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter.

Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

4) **Allowable Review Periods**: Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.

5) **Dollar Limit to Price Changes**: The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

Additional information

Hidalgo County is requesting that any and all questions, inquiries, and clarifications regarding quotes, bids, proposals, or statements of qualifications be addressed to, Martha I. Salazar, CPPB, purchasing agent, postal/mailing: 2812 S. Business Highway 281, new administration building, Edinburg, Texas 78539 Telephone **inquiries will not be accepted.**

All written inquiries will be accepted via facsimile no later than, Wednesday Month 00, 2012, by 5:00 P.M. responses to said inquiries will be sent to all applications via facsimile by no later than, Friday, Month 00, 2012, by 5:00 P.M.

DRAFT

REQUEST FOR BIDS

HIDALGO COUNTY SHERIFF'S OFFICE
"Electronic Security System Maintenance & Repair Service"
BID OPENING DATE:
MONTH 00, 2013

Contact Person:

Martha L. Salazar, CPPB,Purchasing Agent
Hidalgo County Purchasing Department
2802 S. Bus. Hwy. 281 - Administration Building
Edinburg, Texas 78539

956 318-2626 Form HCPD-03

1. Sealed bids will be received for **HIDALGO COUNTY SHERIFF'S OFFICE- "ELECTRONIC SECURITY SYSTEM MAINTENANCE & REPAIR SERVICE"** in accordance with the specifications attached as Exhibit "A" hereto. Bids should address all specifications set forth. Bidders may suggest substitutions of features which they feel would be in the best interest of Hidalgo County ("County"). Strong rationale must be presented for any deviation from the specifications. Hidalgo County reserves the right to reject the deviation and its effect on the overall bid.

2. **One (1) original and Three (3) copies** of all bids are required with the bidders name and return address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package: **BID: 2013-007-00-00-SGS HIDALGO COUNTY SHERIFF'S OFFICE"ELECTRONIC SECURITY SYSTEM MAINTENANCE & REPAIR SERVICE"** and in County's Purchasing Department, Physical location: 2802 S. Business Highway 281 Postal/Mailing: 2812 S. Business Highway 281, New Administration Building, Edinburg, Texas, **on or before 9:30 A.M., MONTH 00, 2013. NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFB RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE OR PACKAGE WITH REFERENCE TO RFB: 2013-007-00-00-SGS HIDALGO COUNTY SHERIFF'S OFFICE-"ELECTRONIC SECURITY SYSTEM MAINTENANCE & REPAIR SERVICE".** Hidalgo County reserves the right to refuse and reject any/all RFB and to waive any/all formalities or technicalities, or to accept the RFB considered the best and most advantageous to Hidalgo County.

3. Hidalgo County reserves the right to: A. separate and accept, or eliminate any item(s) listed under this bid that it deems necessary to accommodate budgetary and/or operational requirements; B. reject any or all bids submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid for approval; and C. award the bid to one bidder or to multiple bidders if the County determines it is in its best interest to do so."

4. The Bidder shall not substitute items named in the bid without the express written consent of Hidalgo County. Failure of the delivered item(s) to perform as specified, or failure to meet the stated delivery schedule shall release Hidalgo County from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible bidder, or to reject all bids and re-advertise.

5. For work to be performed at a County owned or operated location, each bidder shall, in its sole discretion, visit the job site before preparing the bid and thoroughly familiarize himself/herself with existing conditions. Bidder should take field dimensions and note all circumstances which affect the dollar amount of the bid.

6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by Hidalgo County. Due to various styles and models of equipment, bidders are required to include illustrations, specifications, explanation of warranties, and service data with their bid including catalogue numbers and any

necessary references.

7. No bid may be withdrawn within thirty (30) days from the scheduled time to open bids.

8. Proposed prices are to remain firm for a minimum of ninety (90) days after bid opening.

9. Any interpretations, amendments, corrections or changes to this bid document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Bids. Bidders shall acknowledge receipt of all addenda as a part of their bid.

10. County reserves the right to accept or reject any or all bids.

11. Costs are to be net F.O.B., County Prepaid.

12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.

13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a bid or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.

14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security cards to the Hidalgo County Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy o their Federal ID Number Certificate.

15. **DELIVERY INSTRUCTIONS:**

- No deliveries accepted after 3:00 P.M., Monday-Friday.
- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, Purchasing Agent before delivery will be accepted.
- If you need additional information call the office listed below:

Hidalgo County Purchasing Department
Martha L. Salazar, Purchasing Agent
(956) 318-2626

16. **BILLING AND PAYMENT INSTRUCTIONS:**

- Invoices must include:
  a) Name and address of successful bidder
  b) Name and address of receiving department or official
  c) Purchase Order Number (if any)

d) Notation - **HIDALGO COUNTY SHERIFF'S OFFICE- "ELECTRONIC SECURITY SYSTEM MAINTENANCE & REPAIR SERVICE"** Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.

. Discount payments will be considered when offered.

. Contact person for Billing and Payment questions:

Hidalgo County Sheriff's Office
711 El Cibolo Road
Edinburg Texas 78539
ATTN.: Accounts Payable Department
(956) 383-8114

17. **SCHEDULE OF EVENTS:**

Bid Opening, 9:30 AM	**MONTH 00, 2013**
Award of Contract	_____, 2013
Commence Work or Deliver Products	_____, 2013

18. **BID OR PERFORMANCE BOND AND DEBARMENT CERTIFICATION; PAYMENT UNDER CONTRACT:**

. If the contract proposed is for the construction of public works or is for a contract for goods & services exceeding $100,000, all bidders shall furnish a good and sufficient bid bond in the amount of five percent of the total contract price. A bid bond must be executed with a surety company authorized to do business in Texas. All bidders are also required to furnish a certification or acknowledgment stating that the contractor or vendor is free from suspension or debarment pursuant to federal regulation 45CFR Part 76.

. Together with the signing of a contract or issuance of a purchase order following the acceptance of a bid, and prior to commencement of the actual work, the bidder shall furnish a performance bond to the County for the full amount of the contract, if that contract exceeds $50,000.

. If the contract is for $50,000 or less, no money will be paid to the contractor until completion and acceptance of the work or the fulfillment of the purchase obligation to the County, and, if applicable, the receipt by County of satisfactory evidence that all subcontractors and material men have been paid.

. If a contract is for the construction, alteration or repair of public buildings or public works, the contractor *shall* provide a payment bond for a contract in excess of Twenty Five Thousand Dollars ($25,000.00), as required by Tex. Govt. Code Ch. 2253.

. For requirements contracts, bond requirements are determined by applying the proposed unit price to the estimated quantities included in the specifications.

19. **ETHICAL STANDARDS:**

. 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 the County, or for any elected official, department head or employee or former elected official, department head or employee of the County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an offer 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 advice, 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 therefore pending before any department or agency of the County.

. 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 the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

. No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. **DISCLOSURE OF CONFLICT OF INTEREST:**

. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as Exhibit D, the vendor, person, consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contracts or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please Submit completed CIQ forms to the Hidalgo County Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.**

21. If, during the life of any contract or bid awarded, the successful bidder's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to County.

22. Bids, and all goods and services provided there under, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.

23. Minimum Standards For Responsible Prospective Bidders: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder, by submitting a bid, represents to County that it meets the following requirements:

- Possess or is able to obtain adequate financial resources as required to perform under the bid;
- Be able to comply with the required or proposed delivery schedule;
- Have a satisfactory record of performance;
- Have a satisfactory record of integrity and ethics;
- Be otherwise qualified and eligible to receive an award.

24. Successful bidder will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful bidder's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

25. Any contract award to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated by County with thirty day's written notice prior to cancellation.

26. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful bidder; County reserves the right to terminate any contract immediately in the event a successful bidder fails to:

A. Meet schedules;
B. Pay any required fees or taxes; or
C. Otherwise perform in accordance with the specifications.

27. Successful bidder shall defend, indemnify and save harmless County and all its elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier of successful bidder in the execution of, or performance under, any contract which may result from bid award or which arises from any event or casualty happening on or within County premises themselves or happening upon or in any halls, elevators, entrances, stairways or approaches of or to such County facilities. Successful bidder shall pay any judgement with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably

acceptable to County. Successful bidder's indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods and services provided by successful bidder.

28. Successful bidder shall warrant that all items/services shall conform with the specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for Bids shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful bidder within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.

29. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in Hidalgo County, Texas.

30. The successful bidder shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.

Bid
for
HIDALGO COUNTY SHERIFF'S OFFICE
"ELECTRONIC SECURITY SYSTEM MAINTENANCE & REPAIR SERVICE"
Bid No: 2013-007-00-00-SGS

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
2802 S. Business Highway 281– New Administration Building
Edinburg, Texas 78539

In accordance with the Specifications, and subject to all laws and regulations of the United States and state and local laws, the undersigned bidder proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned bidder further agrees, upon acceptance of its bid, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Specifications within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Bidder acknowledges receipt of all of the pages of the documents referenced in the Invitation to Bid Checklist presented in connection with this procurement. Bidder understands that Hidalgo County reserves the right to reject any or all bids and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids, as contained in the Specifications.

Respectfully submitted,

Bidder: _____

Address: _____

By: _____

Printed Name: _____

Title: _____

Leticia Saenz

From: Steve Crain [scrain@atlashall.com]
Sent: Thursday, November 29, 2012 7:55 AM
To: 'Leticia Saenz'
Subject: RE: Review & Approval of Draft Contracts-Bid Proj#-2013-007-00-00-SGS(Electronic Sec Maint & Repairs) & Bid Proj# 2012-286-00-00-SGS (Purchase of Mattresses)

Both contracts are fine.

From: Leticia Saenz [mailto:leticia.saenz@co.hidalgo.tx.us]
Sent: Wednesday, November 28, 2012 2:40 PM
To: 'Steve Crain'; 'Marynel Trevino'
Cc: 'Darlene Betancourt'; 'Sandy Suarez'
Subject: Review & Approval of Draft Contracts-Bid Proj#-2013-007-00-00-SGS(Electronic Sec Maint & Repairs) & Bid Proj# 2012-286-00-00-SGS (Purchase of Mattresses)

Mr. Crain-

Please review and approve as to form the attached DRAFT contract for the purposes of proceeding with the procurement process for the following:

1) Bid Project #2013-007-00-00-SGS-Electronic Security Maintenance & Repairs – HCSO
2) Bid Project #2012-286-00-00-SGS-Purchase of Correctional Safety Mattresses – HCSO

Please advise.

Thank you.

Leticia H. Saenz
Hidalgo County Purchasing Department
CPPB/Contracts Manager

(956) 318-2626 Work
(956) 292-7000 x-4861 Work
leticia.saenz@co.hidalgo.tx.us
2812 South Business Hwy. 281
Edinburg, Texas 78539

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-13-007-00-00

THIS CONTRACT is made and entered into this ___day of _____, **2013** by and between the **County of Hidalgo, Texas** ("County") and ("Company").

WHEREAS, Company responded to notices for Request for Sealed Bids (RFB) for: **"Electrical Security System Maintenance and Repair Service" (on an as needed basis)** (the "Services"); and

WHEREAS, Company submitted a sealed quote to provide services in accordance with Exhibit "A" Request for Sealed Bids (RFB) Procurement Packet attached hereto respectively, and incorporated herein for all purposes of (the "RFSQ"); and;

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications within Exhibit "A" Request for Sealed Bids (RFB) Procurement Packet, the Commissioners Court of County awarded the sealed quote to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to **Hidalgo County**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the services in accordance with the Specifications contained in Exhibit "A" Request for Sealed Bids (RFB) Procurement Packet within

DRAFT

Hidalgo County following a request for Services by the **Hidalgo County Sheriff's Office**. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services. Further Hidalgo County reserves the right to request these services from other sources other than the successful vendor and shall not be in violation of any terms or conditions of said contract.

3. This Contract shall be for a period of **one (1) year (on an as needed basis)**, commencing on _____, **2013** and expiring on _____, **2014** and may be extended at the sole discretion of the County for an additional one (1) year term under the same rates, terms and conditions. Hidalgo County also reserves the right to continue this sealed quote for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay of award for the next term and contingent upon cost remaining unchanged.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

DRAFT

7. 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 the 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.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County:

County of Hidalgo
Attn: County Judge
302 West University Drive
Edinburg, Texas 78539

If to Company:

_____
_____
_____

13. In case any one or more of the provisions contained in this Agreement shall for any

DRAFT

reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by County without cause upon thirty (30) days written notice.

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

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. **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 County under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Company. County 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 County pursuant to the provisions of Tex. Loc. Govt. Code Ann. ' 271.903 (Vernon Supp. 1996).

DRAFT

WITNESS our hands in duplicate originals this ____day of _____, 2013.

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

By:_____
Stephen L. Crain, Attorney

COUNTY OF HIDALGO

ATTEST:

By: _____
Ramon Garcia, County Judge

By: _____
Arturo Guajardo, Jr., County Clerk

COMPANY:

By:_____
Printed Name: _____

_____

Title:_____

_____

DRAFT

EXHIBIT "A"

REQUEST FOR SEALED BIDS (RFB) PROCUREMENT PACKET

DRAFT

EXHIBIT "B"

VENDOR'S BID PRICE & TABULATION

DRAFT

EXHIBIT "C"
INSURANCE REQUIREMENTS

DRAFT

AI-35430 **8. J.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar Submitted By: Gricelda Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to advertise and approval of procurement packet (i.e. legal notice, specifications, etc.) for a request for bids for "Additional Laboratory Services" for Health and Human Services Department. (Bid No.: 2012-290-CGA)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-441-00-340-003-0-339

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

2013 Budget $94,000

Attachments

Dept. Request

Draft Packet 12-290

Legal Draft Approval

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/14/2012 12:02 PM
Budget & Management	Obdett Calzada	12/14/2012 01:16 PM
Manuel Chapa	Manuel Chapa	12/14/2012 04:23 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Gricelda Villarreal Started On: 11/27/2012 03:57 PM

Final Approval Date: 12/14/2012

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: darlene.betancourt@co.hidalgo.tx.us or oscarg.garza@co.hidalgo.tx.us **(Requests will be processed on a first come, first basis)**

Request Date: November 6, 2012	
Department: Hidalgo County Health & Human Services	
Name of Approving Elected Official/Department Head/Supervisor: Eduardo Olivarez, Chief Administrative Officer	
Point of Contact: Josie Escalante	Contact Phone Number: (956) 383-6221 Contact Fax Number: (956) 383-3229
Contact E-Mail: josie.escalante@hchd.org	
Budget Account Number: 2-1100-441-00-340-003-0-339	
Signature of Approving Elected Official/Department Head/Supervisor:	
Estimated Date Goods/Services are required: ASAP	

Goods/Services Description: (Please provide detailed information (specifications)of the Goods/Services being requested) use additional sheets if required.
Health Department Lab Services.. see attached list

FOR PURCHASING DEPARTMENT OFFICE USE: To be completed by the Purchasing Department

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

Special Instructions by Procurement Manager:

Bid No: 2012-290-00-00-CGA	Buyer III: Gricelda (Cris) Ayala	Tel. No: (956) 318-2626

REQUEST FOR BIDS

HIDALGO COUNTY HEALTH AND HUMAN SERVICES

"ADDITIONAL LABORATORY SERVICES"

DRAFT

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

956 318-2626

Form HCPD-03

1. Sealed bids will be received for **"Hidalgo County Health And Human Services – Additional Laboratory Services"** in accordance with the specifications attached as Exhibit "A" hereto. Bids should address all specifications set forth. Bidders may suggest substitutions of features which they feel would be in the best interest of Hidalgo County ("County"). Strong rationale must be presented for any deviation from the specifications. Hidalgo County reserves the right to reject the deviation and its effect on the overall bid.

2. **ONE (1) ORIGINAL AND THREE (3) COPIES** of all bids are required with the bidders name and return address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package: **BID-2012-290-00-00-CGA- Hidalgo County Health And Human Services – "Additional Laboratory Services"** and in County's Purchasing Department, physical address: 2812 S. Business Hwy. 281, mailing address: 2812 S. Business 281- New Administration Building, Edinburg, Texas, **on or before 9:30 a.m., WEDNESDAY, , 2012. NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFB RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE OR PACKAGE WITH REFERENCE TO REQUEST FOR BIDS-2012-290-00-00-CGA -Health And Human Services "Additional Laboratory Services".**

   Hidalgo County reserves the right to refuse and reject any/all RFB and to waive any/all formalities or technicalities, or to accept the RFB considered the best and most advantageous to Hidalgo County**.**

3. Hidalgo County reserves the right to: A. separate and accept, or eliminate any item(s) listed under this bid that it deems necessary to accommodate budgetary and/or operational requirements; B. reject any or all bids submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid for approval; and C. award the bid to one bidder or to multiple bidders if the County determines it is in its best interest to do so."

4. The Bidder shall not substitute items named in the bid without the express written consent of Hidalgo County. Failure of the delivered item(s) to perform as specified, or failure to meet the stated delivery schedule shall release Hidalgo County from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible bidder, or to reject all bids and re-advertise.

5. For work to be performed at a County owned or operated location, each bidder shall, in its sole discretion, visit the job site before preparing the bid and thoroughly familiarize himself/herself with existing conditions. Bidder should take field dimensions and note all circumstances which affect the dollar amount of the bid.

6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by Hidalgo County. Due to various styles and models of equipment, bidders are required to include illustrations, specifications, explanation of warranties, and service data with their bid including catalogue numbers and any necessary references.

7. No bid may be withdrawn within thirty (30) days from the scheduled time to open bids.

8. Proposed prices are to remain firm for a minimum of ninety (90) days after bid opening.

9. Any interpretations, amendments, corrections or changes to this bid document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Bids. Bidders shall acknowledge receipt of all addenda as a part of their bid.

10. County reserves the right to accept or reject any or all bids.

11. Costs are to be net F.O.B., County Prepaid.

12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.

13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a bid or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.

14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security cards to the Hidalgo County Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy o their Federal ID Number Certificate.

15. DELIVERY INSTRUCTIONS:

- No deliveries accepted after 3:00 P.M., Monday-Friday.

- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, Purchasing Agent before delivery will be accepted.

- If you need additional information call the office listed below:

Hidalgo County Purchasing Department
Martha L. Salazar, Purchasing Agent

DRAFT

(956) 318-2626

16. BILLING AND PAYMENT INSTRUCTIONS:

. Invoices must include:

a) Name and address of successful bidder
b) Name and address of receiving department or official
c) Purchase Order Number and Contract Number (if any)
d) Notation – **"Hidalgo County Health And Human Services – Additional Laboratory Services"** Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.

. Discount payments will be considered when offered.

. Contact person for Billing and Payment questions:

Hidalgo County Health And Human Services
1304 S. 25th Avenue
Edinburg, Texas 78542
Attn: Josie Escalante
956-383-6221

17. Schedule of Events

Bid Opening, 9:30 AM	**_____, 2013**
Award of Contract	_____, 2013
Commence Work or Deliver Products	_____, 2013

18. Bid or Performance Bond and Debarment Certification; Payment Under Contract:

. If the contract proposed is for the construction of public works or is for a contract for goods & services exceeding *$100,000*, all bidders shall furnish a good and sufficient bid bond in the amount of five percent of the total contract price. A bid bond must be executed with a surety company authorized to do business in Texas. All bidders are also required to furnish a certification or acknowledgment stating that the contractor or vendor is free from suspension or debarment pursuant to federal regulation 45CFR Part 76.

. Together with the signing of a contract or issuance of a purchase order following the acceptance of a bid, and prior to commencement of the actual work, the bidder shall furnish a performance bond to the County for the full amount of the contract, if that contract exceeds *$50,000*.

. If the contract is for *$50,000* or less, no money will be paid to the contractor until completion and acceptance of the work or the fulfillment of the purchase obligation to the County, and, if applicable, the receipt by County of satisfactory evidence that all subcontractors and material men have been paid.

DRAFT

. If a contract is for the construction, alteration or repair of public buildings or public works, the contractor *shall* provide a payment bond for a contract in excess of Twenty Five Thousand Dollars *($25,000.00),* as required by Tex. Govt. Code Ch. 2253.

. For requirements contracts, bond requirements are determined by applying the proposed unit price to the estimated quantities included in the specifications.

19. Ethical Standards:

. 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 the County, or for any elected official, department head or employee or former elected official, department head or employee of the County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an offer 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 advice, 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 therefore pending before any department or agency of the County.

. 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 the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

. No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. Disclosure of Conflict of Interest

. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as **Exhibit D**, the vendor, person, consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contracts or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local

Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please Submit completed CIQ forms to the Hidalgo County Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.**

21. If, during the life of any contract or bid awarded, the successful bidder's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to County.

22. Bids, and all goods and services provided thereunder, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.

23. Minimum Standards For Responsible Prospective Bidders: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder, by submitting a bid, represents to County that it meets the following requirements:

- Possess or is able to obtain adequate financial resources as required to perform under the bid;
- Be able to comply with the required or proposed delivery schedule;
- Have a satisfactory record of performance;
- Have a satisfactory record of integrity and ethics;
- Be otherwise qualified and eligible to receive an award.

24. Successful bidder will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful bidder's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

25. Any contract award to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated by County with thirty day's written notice prior to cancellation.

26. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful bidder; County reserves the right to terminate any contract immediately in the event a successful bidder fails to:

A. Meet schedules;

B. Pay any required fees or taxes; or
C. Otherwise perform in accordance with the specifications.

27. Successful bidder shall defend, indemnify and save harmless County and all its elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier of successful bidder in the execution of, or performance under, any contract which may result from bid award or which arises from any event or casualty happening on or within County premises themselves or happening upon or in any halls, elevators, entrances, stairways or approaches of or to such County facilities. Successful bidder shall pay any judgement with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably acceptable to County. Successful bidder's indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods and services provided by successful bidder.

28. Successful bidder shall warrant that all items/services shall conform with the specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for Bids shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful bidder within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.

29. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in Hidalgo County, Texas.

30. The successful bidder shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.

DRAFT

Bid
for
HIDALGO COUNTY HEALTH AND HUMAN SERVICES
"Additional Laboratory Services"
BID NO.: 2012-290-00-00-CGA

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Specifications, and subject to all laws and regulations of the United States and state and local laws, the undersigned bidder proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned bidder further agrees, upon acceptance of its bid, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Specifications within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Bidder acknowledges receipt of all of the pages of the documents referenced in the Invitation to Bid Checklist presented in connection with this procurement. Bidder understands that Hidalgo County reserves the right to reject any or all bids and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids, as contained in the Specifications.

Respectfully submitted,

Bidder: _____

Address: _____

Sign By: _____

Printed Name: _____

Title: _____

DRAFT

EXHIBIT "A"
SPECIFICATIONS/REQUIREMENTS
Hidalgo County Health and Human Services
"ADDITIONAL LABORATORY SERVICES"
BID NO.:2012-290-00-00-CGA

Hidalgo County is requesting bidder(s) from firms that can adequately demonstrate that they have the resources, experience and qualifications necessary to provide **"*Laboratory Services***" in a timely manner; ensure that such services meet the County Health Department; ensure quality, yet be cost effective.

The following are the minimum requirements and/or specifications that will be acceptable to the Hidalgo County. These requirements and/or specifications must be **equal or better**, including, but not limited to, the following:

SPECIFICAITONS/REQUIREMENTS, TERMS AND CONDITIONS

1) All costs and expenses associated with the preparation and submission of bids shall be the responsibility of the bidder and no reimbursement for such charges or expenses shall be passed onto Hidalgo County.

2) Hidalgo County has the authority to utilize State Contracts from its membership with their existing or new cooperatives whenever it is in the County's best interest to do so.

3) All services will be on an "**As Needed Basis**", there are no set quantities to be requested only approximations.

4) The initial contract term for this project will be for one (1) year with the County's option to extend for an additional two (2) one (1) year terms.

5) Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period, under the same rates, terms and conditions at the end of the contract term for unforeseen delays in award of new bid for the next contract term.

6) Insurance requirements for this project to be maintained throughout the contract term (Refer to limits on the EXHIBIT "C" for limits).

7) Hidalgo County reserves the right to award to one (1) or multiple vendors whichever is more valuable to the County.

8) All bid prices for items shall take into consideration shipping and handling costs and any other items mentioned on specifications as part of the fixed item price.

9) Hidalgo County reserves the right to add/delete items as it deems to be in the best interest of the County.

10) Any/all health care services provided to inmates who are in the custody of Hidalgo County will only pay (apply) current Medicaid rates when invoicing charges are greater than the Medicaid rate fees. (*as referred and attached hereto and approved by Commissioner's court on September 25, 2007)*

11) Any test/and or service required by our medical personnel that is not mentioned on the contract, such service(s) will also be paid under Medicaid rates fee. (*as referred and attached hereto and approved by Commissioner's court on September 25, 2007)*

DRAFT

12) Specimens will be collected by Hidalgo County Staff.

13) Provide at least one (1) accessible lab location to refer patients for collection if specimen cannot be collected by Hidalgo County staff (i.e. Edinburg). Laboratory will be responsible for delivery/processing of such specimens when necessary.

14) Electronic Lab results are required.

15) All certificates, licenses, etc. for laboratory to operate in the State of Texas are required and copies must be submitted with bid. *(Including but not limited to Clinical Laboratory Improvement Amendment (CLIA) 1988 certification)*

16) All supplies must be provided to Hidalgo County for all required testing and results must be available and provided within 24 hours.

17) Lab must schedule and provide pick up services for all specimens from each facility listed below. Hidalgo County reserves the right to add or delete locations as it deems in the best interest of the County.

LOCATIONS/CLINICS	
HIDALGO COUNTY HEALTH & HUMAN SERVICES	
1)	Edinburg Clinic 3105 E Schunior Edinburg, TX 78539
2)	Elsa Clinic 708 Edinburg St. Elsa, Texas 78543 Phone: (956)262-1141 Supervisor: Marisol Escamilla, R.N.
3)	Hidalgo Clinic 702 E. Texano Hidalgo, Texas 78557 Phone: (956)843-7463 Supervisor: Cecilia Lopez, R.N.
4)	McAllen Clinic 300 E. Hackberry McAllen, Texas 785001 Phone: (956)682-6155 Supervisor Norma Garza, R.N.
5)	Mission Clinic 211 N. Schurebach Road Mission. Texas 78572 Phone: (956)585-2461 Supervisor: Victoria Garza, R.N.
6)	Pharr Clinic 300 W. Hall Acres Pharr, Tx Phone: (956)787-1531 Supervisor: Lilia Velasco, R.N.
7)	Weslaco Clinic 1901 N. Bridge Weslaco, Texas 78596 Phone: (956)969-8332 Supervisor: Elva Murphy, R.N.
8)	Pulmonary Clinic (South Entrance) 1304 South 25th Ave

DRAFT

	Edinburg, Texas 78542 Phone: (956)387-0118 Supervisor: Gloria Salinas, R.N., TB Program Manager

SERVICES REQUIRED:

The vendor shall provide qualified and trained personnel and certified licensed facilities for the laboratory services. Laboratory testing services shall; include, but is not limited to the following services:

1.	ABO and Rh
2.	Affirm (Trich, G. Vaginalis, Candida)
3.	Antibody Screen RFB w/Reflex to identification, Titer and Antigen Typing; X3 of panels performed; X# of titers performed; X# of antigens performed
4.	AFG Smear and Culture W/ Susceptibilities
5.	Aspergillosis Immunodifussion
6.	Acute Hepatitis Panel
7.	B_{12} and Folate.
8.	Bacterial Vaginosis/Vaginitis Panel
9.	CBC w Diff w/ Platelets
10.	CBC w Diff w/o Platelets
11.	CD4 Count
12.	Chlamydia/GC DNA, SDA Probe/Urine w/confirmation on positives
13.	Chlamydia/GC DNA, SDA CX Male/Urethra Probe/Urine/ confirmation on prositives
14.	Chlamydia/GC (out of vial)
15.	Cholesterol Total
16.	Complete Metabolic Panel
17.	Creatinine
18.	24hr. Creatinine Clearance
19.	Culture (& Sensitivity)- Wound
20.	Fecal Globin by Immuniochemistry (FOB)
21.	Ferritin
22.	FSH and LH
23.	Fungus Culture
24.	Fungal CF Panel
25.	Glucose Plasma
26.	Glucose Serum
27.	Glucose Gestational Screen 50 Gram
28.	Glucose Tolerance Test (GTT), Gestational 4 specimens 100 grams
29.	Group B Strep Colonization Culture/DNA Probe
30.	HCG, Beta Subunit, qualitative
31.	HCG, Beta Subunit, quantitative
32.	Hdl-Cholesterol
33.	Hemoglobin AIC w/MBG
34.	Hepatitis B Surface Antibody
35.	Hepatitis B Surface Antigen with confirmation
36.	HIV-1 Antibodies (HIV Antibody, HIV-1/2m EIA w/Reflex)
37.	HIV Western Blot, if HIV positive
38.	HIV-2 Antibody EIA if Western Blot positive
39.	HIV-2 Antibody Western Blot if HIV-2 Antibody EIA if positive

DRAFT

40.	H. Pylori (serum)
41.	HPV Genotypes 16, 18
42.	HPV High Risk
43.	HSV ½
44.	Lead
45.	Lipid Panel
46.	Maternal Serum Screen 4 (Quad) (age, hcG, UE3, DIA, ITA)
47.	Maternal Serum Screen 5 (Penta)
48.	Ova and Parasites
49.	Prenatal (OB) Panel Total of 11 tests which include Hept. B HIV, RPR, & Rubella
50.	Prolactin
51.	Prothrombin Time (PT)
52.	PSA
53.	PTT Activated
54.	RPR Titer
55.	RPR with reflex to titer & confirmatory testing
56.	RPR (Monitor) with Reflex to Titer (without confirmations)
57.	RPR (DX) Refelx FTA-ABS
58.	Rubella Antibodies, IgG
59.	Surpath (liquid pap smear)
60.	Surpath Pathology if pap smear abnormal
61.	Surpath with CT/GC (out of the vial)
62.	Testosterone
63.	Total Iron and TIBC
64.	Triglycerides
65.	TSH
66.	TSH with Reflex to Free T4
67.	Urine, complete
68.	Urine Culture (& Sensitivity), Routine
69.	Uric Acid

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to, Sandra Montalvo, Buyer, Physical: 2802 S. Business Hwy. 281 Postal/Mailing: 2812 S. Business Hwy. 281, New Administration Building, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRIES WILL BE ACCEPTED via facsimile (956)292-7612 or via e-mail: cris.villarreal@co.hidalgo.tx.us by no LATER THAN, **Wednesday, by 5:00 p.m.** Responses to said inquiries will be sent to all applicants via facsimile by no later than **Friday, , by 5:00 p.m.** TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

DRAFT

RESOLUTION

A WRITTEN RESOLUTION AUTHORIZING SENDING NOTICE TO ALL HEALTHCARE PROVIDERS, AND PHARMACIES AND AUTHORIZING THE COUNTY TO PAY INDIGENT AND MEDICAID RATES FOR THE CARE OF INMATES IN THE CUSTODY OF HIDALGO COUNTY

BE IT RESOLVED THAT, that the Commissioners Court of Hidalgo County hereby resolves and authorizes that effective September 25, 2007, Hidalgo County will only pay current indigent or Medicaid rates for all health care and drugs provided to inmates who are in the custody of Hidalgo County and hereby authorizes the sending of written notice by the County Auditors to all health care providers and pharmacies notifying them that Hidalgo County will only pay current indigent or Medicaid rates for all health care and drugs provided to inmates who are in the custody of Hidalgo County.

NOW, THEREFORE be it resolved, that the Commissioners Court of Hidalgo County hereby approves the above resolution.

Juan D Saldana, III
County Judge

Sylvia S Handy
Commissioner Precinct 1

Hector "Tito" Palacios
Commissioner Precinct 2

Joe M Flores
Commissioner Precinct 3

Oscar Garza, Jr.
Commissioner Precinct 4

EXHIBIT "B"

Bid Page

HIDALGO COUNTY HEALTH AND HUMAN SERVICES

"ADDITIONAL LABORATORY SERVICES"

ITEM No.	DIAGNOSTIC PROCDURES	UNIT COST
1.	ABO and Rh	$
2.	Affirm (Trich, G. Vaginalis, Candida)	$
3.	Antibody Screen RFB w/Reflex to identification, Titer and Antigen Typing; X3 of panels performed; X# of titers performed; X# of antigens performed	$
4.	AFG Smear and Culture W/ Susceptibilities	$
5.	Aspergillosis Immunodifussion	$
6.	Acute Hepatitis Panel	$
7.	B_{12} and Folate.	$
8.	Bacterial Vaginosis/Vaginitis Panel	$
9.	CBC w Diff w/ Platelets	$
10.	CBC w Diff w/o Platelets	$
11.	CD4 Count	$
12.	Chlamydia/GC DNA, SDA Probe/Urine w/confirmation on positives	$
13.	Chlamydia/GC DNA, SDA CX Male/Urethra Probe/Urine/ confirmation on prositives	$
14.	Chlamydia/GC (out of vial)	$
15.	Cholesterol Total	$
16.	Complete Metabolic Panel	$
17.	Creatinine	$
18.	24hr. Creatinine Clearance	$
19.	Culture (& Sensitivity)- Wound	$
20.	Fecal Globin by Immuniochemistry (FOB)	$
21.	Ferritin	$
22.	FSH and LH	$
23.	Fungus Culture	$
24.	Fungal CF Panel	$
25.	Glucose Plasma	$
26.	Glucose Serum	$
27.	Glucose Gestational Screen 50 Gram	$
28.	Glucose Tolerance Test (GTT), Gestational 4 specimens 100 grams	$
29.	Group B Strep Colonization Culture/DNA Probe	$
30.	HCG, Beta Subunit, qualitative	$
31.	HCG, Beta Subunit, quantitative	$
32.	Hdl-Cholesterol	$
33.	Hemoglobin AIC w/MBG	$
34.	Hepatitis B Surface Antibody	$
35.	Hepatitis B Surface Antigen with confirmation	$
36.	HIV-1 Antibodies (HIV Antibody, HIV-1/2m EIA w/Reflex)	$
37.	HIV Western Blot, if HIV positive	$
38.	HIV-2 Antibody EIA if Western Blot positive	$
39.	HIV-2 Antibody Western Blot if HIV-2 Antibody EIA if positive	$
40.	H. Pylori (serum)	$
41.	HPV Genotypes 16, 18	$

DRAFT

EXHIBIT "B"

Bid Page

HIDALGO COUNTY HEALTH AND HUMAN SERVICES

"ADDITIONAL LABORATORY SERVICES"

42.	HPV High Risk	$
43.	HSV ½	$
44.	Lead	$
45.	Lipid Panel	$
46.	Maternal Serum Screen 4 (Quad) (age, hcG, UE3, DIA, ITA)	$
47.	Maternal Serum Screen 5 (Penta)	$
48.	Ova and Parasites	$
49.	Prenatal (OB) Panel Total of 11 tests which include Hept. B HIV, RPR, & Rubella	$
50.	Prolactin	$
51.	Prothrombin Time (PT)	$
52.	PSA	$
53.	PTT Activated	$
54.	RPR Titer	$
55.	RPR with reflex to titer & confirmatory testing	$
56.	RPR (Monitor) with Reflex to Titer (without confirmations)	$
57.	RPR (DX) Refelx FTA-ABS	$
58.	Rubella Antibodies, IgG	$
59.	Surpath (liquid pap smear)	$
60.	Surpath Pathology if pap smear abnormal	$
61.	Surpath with CT/GC (out of the vial)	$
62.	Testosterone	$
63.	Total Iron and TIBC	$
64.	Triglycerides	$
65.	TSH	$
66.	TSH with Reflex to Free T4	$
67.	Urine, complete	$
68.	Urine Culture (& Sensitivity), Routine	$
69.	Uric Acid	$
70.		$

DRAFT

EXHIBIT "B"

Bid Page

HIDALGO COUNTY HEALTH AND HUMAN SERVICES

"ADDITIONAL LABORATORY SERVICES"

BIDDER'S INFORMATION:

I/We the undersigned hereby certify that I/We am/are a duly authorized official of the company and have the authority to sign on behalf of the company and assure that all statements made in the bid are true. I/We agree to furnish and deliver the specified items/services at the prices stated herein, and have read, understand, and agree to the terms and conditions contained herein and on all of the attachments.

BIDDER/COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

PHONE & FAX NO'S: _____

CELLULAR NO: _____

E-MAIL ADDRESS: _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TITLE _____

DRAFT

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-12-290-00-00

THIS CONTRACT is made and entered into this ___ Day Of _____, 2012 by and between the County Of Hidalgo, Texas ("County"), and _____ ("Company").

WHEREAS, Company responded to advertised notices for bids for **"Additional Laboratory Services"** the ("Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" ("Vendor's Bid") respectively, and incorporated herein for all purposes (the "RFB Packet"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agree that this Contract is entered into in order to provide the Services to locations/clinics at **Hidalgo County**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder

DRAFT

or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the Department Head or their designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period of one year effective _____**, 2012** and ending on _____**, 2013.** Hidalgo County at its sole discretion may elect the option to extend the contract for one (1) year at the same rates, terms and conditions and may further extend for an additional sixty (60) days grace period at the end of the contract term due to any unforeseen delay in the procurement process, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits , including but not limited to Clinical Laboratory Improvement Amendment (CLIA) 1988 certification or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads

DRAFT

and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

7. 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 the 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.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Indemnification: Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

DRAFT

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
Attn: County Judge
1615 So. Closner, Suite J
Edinburg, Texas 78539

If to Company _____
_____
_____

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. Any contract award to a successful bidder will be in effect until (a) the contract expires, (b) delivery and acceptance of products, and/or performance of services ordered, or (c) terminated without cause by County with thirty (30) day's written

DRAFT

notice prior to cancellation.

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

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. 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 County under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Contractor. County agrees, however, to use reasonable efforts to secure funds necessary for the continuing right to terminate this Agreement at the expiration of each budget period of County pursuant to the provisions of Tex. Loc. Govt. Code Ann.§ 271.903 (Vernon Supp. 1995).

Approved by Commissioner's Court of Hidalgo County on this the ____day of _____,2013.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____
Arturo Guajardo Jr., County Clerk

DRAFT

COMPANY:_____

By:_____

Printed Name:_____

Title:_____

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

By:_____
Stephen L. Crain

DRAFT

EXHIBIT “A”

REQUEST FOR BIDS (RFB)
PROCUREMENT PACKET

DRAFT

EXHIBIT “B”

VENDOR’S BID

DRAFT

EXHIBIT “C”

INSURANCE REQUIREMENTS

DRAFT

From:	Martha Salazar
To:	"Cris Villarreal"
Subject:	FW: Draft Contract 12-290- for Additional Laboratory Services
Date:	Friday, December 14, 2012 10:59:57 AM
Importance:	High

Way to Go!!!! Do I move the agenda item on? Attach and let me know.
Marty

From: Steve Crain [mailto:scrain@atlashall.com]
Sent: Friday, December 14, 2012 10:55 AM
To: 'Martha Salazar'
Subject: RE: Draft Contract 12-290- for Additional Laboratory Services

The draft contract is fine.

From: Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Friday, December 14, 2012 10:31 AM
To: 'Steve Crain'
Cc: 'Cris Villarreal'
Subject: FW: Draft Contract 12-290- for Additional Laboratory Services
Importance: High

Mr. Crain:
Please review and comment as to form the draft document attached. The specifications are provided in order to facilitate your review. We have it on 12-18-12 CC agenda.
Thanks,
Marty

From: Cris Villarreal [mailto:cris.villarreal@co.hidalgo.tx.us]
Sent: Thursday, December 13, 2012 4:49 PM
To: 'Martha Salazar'
Subject: Draft Contract 12-290- for Additional Laboratory Services

Ms. Marty,
Attached is a draft contract and specifications for the "Additional Laboratory Services" project for Health & Human Services Department. Please forward to legal for review in order to get authority to advertise said project. Agenda pending for CC meeting of 12-18-12.

Thank you,

Cris Ayala
Gricelda (Cris) Ayala, Buyer III
Hidalgo County Purchasing Department
Ph.: (956) 318-2626 or (956) 292-7000 Ext. 4867
Fax: (956) 292-7612
email: cris.villarreal@co.hidalgo.tx.us

AI-35496 **8. K.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar Submitted By: Rocio Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of Invoice #11324294-for $6,982.68 from L & G Consulting Engineers, Inc. contracted engineer for "On Call Services for MPO and HCRMA Representation"-contract #C-11-054-04-12.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-429-30-125-014-0-334

FUNDS AVAILABLE Y/N?: MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO #658778 for L & G Consulting Engineers, Inc.

Amount available as of 12-13-12	$41,896.08
Less Inv. #11324294	$(6,982.68)
Amount o/s to be paid	$34,913.40

Attachments

Invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/11/2012 02:25 PM
Budget & Management	Obdett Calzada	12/13/2012 01:59 PM
Ivan Cantu	Ivan Cantu	12/13/2012 02:25 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Rocio Villarreal Started On: 11/29/2012 02:17 PM

Final Approval Date: 12/14/2012

L&G Engineering
Transportation Consultants

November 1, 2012

Hidalgo County
Budget Office
Attn: Sergio Cruz
2818 S. Bus. Hwy 281
Edinburg, TX 78539

RE: PROGRESS REPORT
On-call Services for the HCMPO and HCRMA and Traffic Studies –
Work Authorization No. 1 Contract #C-11-054-04-12

Dear Judge Garcia and County Commissioners,

Attached is our invoice for the month of October 2012. This invoice covers the basic fee associated for attending Hidalgo County Metropolitan Planning Organization (HCMPO) technical and policy meetings, and the Hidalgo County Regional Mobility Authority (HCRMA) meeting.

The following tasks were accomplished this month.

- October 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCMPO TAC agenda and packet. Anthony Garza attended the meeting(s) and the sign in sheet is attached.

- October 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCMPO Policy Committee agenda and packet, provided recommendations and information to Commissioners Court. Anthony Garza attended the meeting and the sign in sheet is attached.

- As outlined in the policy memo Commissioner Joe Flores, Precinct No. 3, and Commissioner Joseph Palacios, Precinct No. 4, requested an update on the status of projects within their precincts at the MPO prior to the policy meeting. Mr. Jacinto Garza and staff visited with the commissioners individually and provided them with the most recent project information.

- October 18, 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCRMA meeting agenda. Christopher Rodriguez attended the meeting on behalf of Anthony Garza due to a conflict with the date/time HCMPO Policy meeting. The narrative report provided to the court regarding the events at the meeting and the sign in sheet are attached.

Should you have any questions or require additional information, please do not hesitate to give me a call at (956) 565-9813.

Sincerely,

Jacinto Garza, P.E.
CEO / President
Attachments

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324294

INVOICE DATE: 10/29/12

BILL TO:

Hidalgo County
100 E. Cano
Edinburg, TX 78539

JOB: 110101
HCMPO - On Call Eng Services
Contract#C-11-054-04-12
2818 S. Bus Hwy 281
Edinburg, TX 78539

HCMPO POLICY MTG			
October 2012	1.00 mtg	2327.560 / mtg	2,327.56
	HCMPO POLICY MTG TOTAL:		2,327.56
HCMPO TECH MEETING			
October 2012	1.00 mtg	2327.560 / mtg	2,327.56
	HCMPO TECH MEETING TOTAL:		2,327.56
HCRMA STATUS & PROG			
October 2012	1.00 mtg	2327.560 / mtg	2,327.56
	HCRMA STATUS & PROG TOTAL:		2,327.56
		TOTAL	6,982.68

Project Manager's Signature

AGENDA

Hidalgo County Metropolitan Planning Organization
Technical Advisory Committee Meeting
HCMPO Conference Room
510 South Pleasantview Drive
Weslaco, TX.
Tuesday, October 02, 2012
@ 1:30 P.M.

1)	Roll Call		Chairman
2)	Approval of Minutes of: ➢ Sept. 4, 2012	(ACTION ITEM)	MPO Staff
3)	Cost Over-Run Project(s) (If Needed)	(ACTION ITEM)	TxDOT
4)	Discussion & Approval of HCMPO Planning Contract	(ACTION ITEM)	MPO Staff
5)	Discussion & Approval FY2013-16 TIP Amendment #2/ MTP Amendment #9	(ACTION ITEM)	MPO Staff
6)	Discussion & Approval of Legislative Sub-Committee	(ACTION ITEM)	MPO Staff
7)	Discussion & Approval of "No Truck in Left Lane" Resolution	(ACTIONITEM)	TxDOT
8)	Discussion & Approval of CAT 7 Resolution	(ACTIONITEM)	MPO Staff
9)	Discussion of Pedestrian Map	(DISCUSSION ITEM)	MPO Staff
10)	Discussion of Congestion Management Process RFP	(DISCUSSION ITEM)	MPO Staff
11)	Discussion of Performance Measures	(DISCUSSION ITEM)	MPO Staff
12)	Discussion of Transportation Enhancement Program Call	(DISCUSSION ITEM)	MPO Staff
13)	Monthly Letting Update	(DISCUSSION ITEM)	TxDOT
14)	Staff Report	(UPDATE / DISCUSSION / ACTION ITEM)	MPO Staff

A. Calendar: October & November 2012
   ➢ Combine Date on November & December Meetings. (Choose a date)
B. Legislative / RTAP Update
C. HCMPO Budget Report
D. HCMPO Project Update
E. Director's Update

15)	HCRMA Update	(UPDATE)	HCRMA
16)	Valley Metro	(UPDATE)	VALLEY METRO
17)	Metro	(UPDATE)	METRO
18)	Hidalgo County Commuter Rail District	(UPDATE)	HCCRD
19)	Old or New Business	(UPDATE / DISCUSSION / ACTION ITEM)	Chairman
20)	Adjournment		

HIDALGO COUNTY METROPOLITAN PLANNING ORGANIZATION

Technical Advisory Committee Meeting –Tuesday, October 2, 2012

HCMPO Conference Room

Weslaco, TX.

PLEASE PRINT

	NAME	ENTITY AND ADDRESS	PHONE	FAX	E-MAIL ADDRESS
1.	Joe A Calixto	c/Missio- LTG			
2.	OSCAR Ramirez	City of Donna, Texas	956-464-3314		o.ramirez@cityofdonna.org
3.	Jim Edge	HCCRD			
4.	Jaime Sandoval	COA			
5.	Anthony Garza	HC. +LTG			
6.	Homer Bazan	TXDOT	956-702-6214		
7.	Tom Logan	VM			
8.	Monica Gomez	San Juan	223-2220		mgomez@cityofsanjuantexas.com
9.	RAYMOND G. SANCHEZ	TxDot-San Juan	702-6231		
10.	JEREMY SANTOSCOY	McALLEN			
11.	Juan R. Lopez	Edinburg	388-8202		
12.					
13.					
14.					
15.					

AGENDA

Hidalgo County Metropolitan Planning Organization
Policy Committee Meeting
HCMPO Conference Room
510 South Pleasantview Drive
October 18, 2012
@ 5:30 PM

TAB I **ROLL CALL**

TAB II **CITIZEN'S INPUT**

TAB III **PRESENTATIONS / ACTION / DISCUSSION ITEM(S)**

A.	Approval of Minutes ➢ September 20, 2012	(ACTION ITEM)	CHAIRMAN
B.	Discussion & Approval of HCMPO Planning Contract	(ACTION ITEM)	MPO STAFF
C.	Discussion & Approval of FY2013-16 TIP Amendment #2/ MTP Amendment #9	(ACTION ITEM)	MPO STAFF
D.	Discussion & Approval of "No Truck in Left Lane" Resolution	(ACTION ITEM)	MPO STAFF
E.	Discussion & Approval of CAT 7 Resolution	(ACTION ITEM)	MPO STAFF
F.	Discussion & Approval of Transportation Enhancement Program Call	(ACTION ITEM)	TxDOT
G.	Discussion of Legislative Sub-Committee	(DISCUSSION ITEM)	MPO STAFF
H.	Monthly Letting Update	(UPDATE ITEM)	TxDOT

TAB IV **STAFF REPORT** **(UPDATE / DISCUSSION / ACTION ITEM)** **MPO STAFF**

A. Calendar: November & December 2012
   - ➢ Combine Date for November & December Meetings.
B. Legislative / RTAP Update
C. HCMPO Budget Report
D. HCMPO Project Update
E. Director's Update

TAB V	**OFF SYSTEM REPORT**	**(UPDATE)**	**PROJECT ENGINEERS**
TAB VI	**TxDOT CONSTRUCTION REPORT**	**(UPDATE)**	**TxDOT**
TAB VII	**HIDALGO COUNTY RMA**	**(UPDATE)**	**HCRMA**
TAB VIII	**HIDALGO COUNTY COMMUTER RAIL DISTRICT**	**(UPDATE)**	**HCCRD**
TAB IX	**VALLEY METRO**	**(UPDATE)**	**VALLEY METRO**
TAB X	**METRO**	**(UPDATE)**	**METRO**
TAB XI	**OLD OR NEW BUSINESS**	**(UPDATE / DISCUSSION / ACTION ITEM)**	**CHAIRMAN**
TAB XII	**ADJOURNMENT**		

Hidalgo County MPO

Transportation Policy Committee Meeting

October 18, 2012

PLEASE PRINT

	NAME	ENTITY AND ADDRESS	PHONE	FAX	E-MAIL ADDRESS
1.	Raymond Garcia	TxDOT-Pharr Dist.	702-6772		RAYmond.Garcia@txdot.gov
2.	Oscar Cantu	Penitas	581-3345	581-3546	oscarpenitas@yahoo.com
3.	Jorge Arcante	Alton	432-0760		
4.	Anthony Garza	LtG			
5.	Israel Silva	Palmhurst	956-792-5270		israel.silva@sbcglobal.net
6.	Ed Tinajero	McAllen			
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

L&G Engineering
Transportation Consultants

MEMO

To: Hidalgo Co. Comm. Pct. #3, Joe Flores

From: Jacinto Garza, P.E.

Date: October 17, 2012

RE: Hidalgo County Metropolitan Planning Organization (HCMPO) Policy Committee Meeting, October 18, 2012 at 5:30 p.m. – Action Items and Recommendations

Desk Of: Anthony Garza

As your Technical Representative for the Hidalgo County MPO, attached for your use and information, is the Policy Committee Meeting Agenda and Packet made available on October 16, 2012 for the upcoming meeting to be held on Thursday, October 18, 2012 at 5:30 p.m. If you have any questions regarding these items or projects within your precinct contact your Technical Representative Mr. Anthony Garza at (956) 565-9813.

We have reviewed the agenda items that are to be discussed and we would like to advise you that the following item(s) require your attention. We are therefore giving you our recommendations.

TAB III PRESENTATIONS / ACTION / DISCUSSION ITEM(S)

B. Discussion & Approval of HCMPO Planning Contract (ACTION ITEM) MPO STAFF

TECHNICAL INFORMATION:

Every six years the federal government requires the renewal of the "Planning Contract" between the federal government, the HCMPO, and the fiscal agent to allow the HCMPO to exist. The current fiscal agent to the HCMPO is the Lower Rio Grande Valley Development Council (LRGVDC).

The most recent contract is similar to the 2006 contract with minor changes from TxDOT legal. HCMPO staff is proposing the renewal of the planning contract with three (3) amendments. The proposed areas with changes are included in the packet and highlighted in yellow. The document in the packet included the language from the 2006 contract as approved by the Policy Board.

- The first change includes some language that modifies the description of the urbanized area served by the MPO.
- The second amendment is regarding Human Resources (HR) matters as they relate to the Director of the MPO. Currently HR matters including the hiring, termination, and evaluation of the director are executed by the Policy Committee and the proposed changes would transfer the sole responsibility to the LRGVDC director Mr. Ken Jones.
- The third amendment relates to reducing the reimbursement time from 30 days to 15 days as per the recent MAP-21 federal transportation bill.

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

C. Discussion & Approval of FY2013-16 TIP Amendment #2/ MTP Amendment #9 (ACTION ITEM) MPO STAFF

TECHNICAL INFORMATION:
In recent months bids received on TxDOT projects have been 30% to 50% higher than the engineer's estimates for each individual project. On September 11, 2012 the HCMPO requested updates to the construction cost estimates for all the projects on the TIP and MTP. MPO staff, TxDOT, and the Technical Committee are currently reviewing the information received and proposing changes to the planning documents to reflect the updated estimates. The current draft TIP and MTP do not include these updated cost estimates.

In the interim some of the notable changes were made to the TIP:

- Adjustments to the FM 88 project were made to account for the bid received by TxDOT in excess of the originally programmed amount. The overrun was approximately $1.0 million dollars. The current amendment to the TIP/MTP reflects the additional funding to cover the overrun.
- An additional $70,000 was programmed to the FM 1926 Operational Improvements project.
- TxDOT let the US 281 project(s) from FM 2812 to FM 490 utilizing TxDOT funding to cover the approx $5.0 million dollar cost overrun.
- 2 Mile line from SH 107 to Inspiration Road was moved from FY 2013 to FY 2014.
- 2 Mile line from Inspiration Road to SH 364 (La Homa Road) was moved from FY 2013 to FY 2014.

RECCOMENDATION:
It is our recommendation to approve the current TIP and MTP amendments as presented. The next revision will most likely reflect major changes to project costs and placement.

D. Discussion & Approval of "No Truck in Left Lane" Resolution (ACTION ITEM) MPO STAFF

TECHNICAL INFORMATION:
In the preceding months the HCMPO has worked with TxDOT to study the benefits of restricting heavy truck traffic in the left lane. The signage would inform drivers that the outermost lane is to be used for "passing only". This restriction would only apply on the US 83 Expressway and portions of US 281 with 3 travel lanes in each direction.

TxDOT is in concurrence with the proposal and pledges to oversee the process and provide the needed coordination and public involvement to implement the necessary changes to laws / ordinances. In addition TxDOT has agreed to cover the costs associated with the necessary signage.

RECCOMENDATION:
It is our recommendation that the MPO approve the resolution of support as presented.

E. Discussion & Approval of CAT 7 Resolution (ACTION ITEM) MPO STAFF

TECHNICAL INFORMATION:
In recent months bids received by TxDOT on transportation projects funded by the HCMPO have been in excess of the engineers estimate and over the programmed amount at the MPO. The proposed resolution intends to implement a system to cover cost overruns and allow projects to be let without further formal action from the HCMPO Technical and Policy committees.

Time constraints between TxDOT bid openings and final approval by the TxDOT Transportation Commission do not allow time for review and a meeting of the MPO Technical Committee after bids are received in the same calendar month.

The alternative solution to this resolution is for the HCMPO Policy Committee agenda include an action item to individually approve any overrun at the monthly policy meeting and evaluate its potential effects to other projects on the TIP and MTP without review by the Technical committee.

F. Discussion & Approval of Transportation Enhancement Program Call (ACTION ITEM) TxDOT

TECHNICAL INFORMATION:

In the preceding months TxDOT and the MPO have been working to identify Transportation Enhancement projects within cities and the county. Two eligible projects were identified within the cities of Edinburg and McAllen.

RECCOMENDATION:

It is our recommendation that the MPO approve the resolution of support for the projects that were submitted.

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

NOTICE OF AND AGENDA FOR A REGULAR MEETING
TO BE HELD BY THE BOARD OF DIRECTORS

DATE: THURSDAY, OCTOBER 18, 2012
TIME: 5:30 PM
PLACE: PHARR CITY HALL, 2ND FLOOR
CITY COMMISSION CHAMBERS
118 SOUTH CAGE BOULEVARD
PHARR, TEXAS 78577

PRESIDING: DENNIS BURLESON, CHAIRMAN

CALL TO ORDER FOR REGULAR MEETING

PUBLIC COMMENT

1. **REPORTS**

   A. Update on SH 365 Financing – Jody Ellington, TxDOT
   B. Update on SH 365 Project – Louis Jones, Program Manager
   C. Update on Overweight Truck Corridor Proposal – Pilar Rodriguez, Executive Director

2. **CONSENT AGENDA** *(All matters listed under Consent Agenda are considered to be routine by the Governing Body and will be enacted by one motion. There will be no separate discussion of these items; however, if discussion is desired, that item(s) will be removed from the Consent Agenda and will be considered separately. The Governing Body may also elect to go into Executive Session on any item, whether or not such item(s) are posted as an Executive Session item, at any time during the meeting when authorized by provisions of the Open Meeting Act.)*

   A. Approval of Minutes for Regular Meeting held September 20, 2012.
   B. Approval of Project Expense Report for Period from September 12, 2012 to October 9, 2012
   C. Approval of Financial Report for August 2012

3. **REGULAR AGENDA**

   A. Resolution 2012-33 – Amendment and Restatement of Work Authorization Number 5 of Professional Service Agreement with Dannenbaum Engineering for Public Outreach
   B. Resolution 2012-24 – Amending 2012-2017 Strategic Plan – Project Manager Strategy No. 8 to include Environmental Clearance and Preliminary Engineering of SH 365 from FM 396 to FM 1016 and related actions
   C. Resolution 2012-29 – Approval of Interlocal Agreement with the City of Mission and Mission Redevelopment Authority for Advance Project Development of SH 365 from FM 396 to FM 1016
   D. Resolution 2012-30 – Approval of Supplemental No. 1 to Work Authorization No. 1 of Professional Service Agreement with L&G Engineering for Preliminary Engineering of SH 365 from FM 396 to FM 1016
   E. Resolution 2012-31 – Approval of Supplemental No. 2 to Consulting Agreement with Atkins North America, Inc. adding Environmental Clearance of SH 365 from FM 396 to FM 1016
   F. Resolution 2012-34 – Approval of Advance Funding Agreement with the Texas Department of Transportation for the SH 365 Project

4. **CHAIRMAN'S REPORT**

   A. Report on Texas Transportation Commission Meeting to be held October 25, 2012, in Austin, Texas
   B. Report on Border to Border Conference (November 13-12, 2012) at South Padre Island, Texas and 8th Annual Texas Transportation Forum (February 17-19, 2013) at Austin, Texas

5. **TABLED ITEMS**

   A. None

6. **EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY), SECTION 551.072 (DELIBERATION OF REAL PROPERTY), AND SECTION 551.074 (PERSONNEL MATTERS)**

   A. Consultation with Board Attorney regarding legal issues pertaining to Dannenbaum Engineering Work Authorization No. 5 (Section 551.071 T.G.C.)
   B. Consultation with Board Attorney and Financial Advisor on legal issues pertaining to financial options, including current obligations (Section 551.071 T.G.C.)

ADJOURNMENT OF REGULAR MEETING

PUBLIC COMMENT POLICY

Public Comment Policy: "At the beginning of each HCRMA meeting, the HCRMA will allow for an open public forum/comment period. This comment period shall not exceed one-half (1/2) hour in length and each speaker will be allowed a maximum of three (3) minutes to speak. All individuals desiring to address the HCRMA must be signed up to do so, prior to the open comment period. The purpose of this comment period is to provide the public an opportunity to address issues or topics that are under the jurisdiction of the HCRMA. For issues or topics which are not otherwise part of the posted agenda for the meeting, HCRMA members may direct staff to investigate the issue or topic further. No action or discussion shall be taken on issues or topics which are not part of the posted agenda for the meeting. Members of the public may be recognized on posted agenda items deemed appropriate by the Chairman as these items are considered, and the same time limitations (3 minutes) applies."

CERTIFICATION

I, the Undersigned Authority, do hereby certify that the attached agenda of the Hidalgo County Regional Mobility Authority Board of Directors is a true and correct copy and that I posted a true and correct copy of said notice on the Hidalgo County Regional Mobility Authority Web Page (www.hcrma.net) and the bulletin board in the Hidalgo County Court House (100 North Closner, Edinburg, Texas 78539), a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 12th day of October, 2012 at 12:00 pm and will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Flor E. Koll
Program Administrator

Note: If you require special accommodations under the Americans with Disabilities Act, please contact Flor E. Koll at 956-402-4762 at least 24 hours before the meeting.

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD OF DIRECTORS MEETING
THURSDAY, OCOTBER 18, 2012 5:30 PM
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Norma Y. Garza	TxDOT	702-6180	
2	Daniel Garces	S&B Infr.	926-5005	
3	Chris Rodriguez	L&G Engineering	585-1904	
4	Gus Ybarra	Dos	9896-8500	
5	Lois Jaber	DEL	956 682 3627	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

L&G Engineering
Transportation Consultants

October 24, 2012

Ramon Garcia, Hidalgo County Judge
1615 S. Closner
Suite J
Edinburg, TX 78539

RE: Hidalgo County Regional Mobility Authority (HCRMA) Meeting, October 18, 2012 at 5:30 P.M. – Progress Report

Dear Judge Garcia:

As your Technical Representative for the Hidalgo County MPO, we provide you with a monthly HCRMA update. Attached for your use and information is the HCRMA Meeting Agenda(s) for the meeting held on Thursday October 18, 2012 at 5:30 P.M. We have reviewed the agenda items that were discussed as they relate to Hidalgo County and have provided the following progress report.

CALL TO ORDER FOR REGULAR MEETING
PUBLIC COMMENT
1. REPORTS

A. Update on SH 365 Financing – Jody Ellington, TxDOT

Norma Garza of TxDOT provided an update regarding the SH 365 (West) project. Recently TxDOT provided the HCRMA with a Draft of the Advanced Funding Agreement for the SH 365 project. This agreement outlines the terms for the $112 million in TxDOT funding that will be allocated to the SH 365 project. These funds were sourced from the previously allocated TxDOT Pass Through funding awarded to HCRMA projects.

TxDOT is currently working on comments on the agreement and hope to have them completed by next week.

B. Update on SH 365 Project – Louis Jones, Program Manager

Mr. Louis Jones of Dannenbaum Engineering provided an update on the status of individual tasks related to the development of HCRMA projects. The critical item mentioned in this update was the status of the Environmental Classification Letter for the SH 365 (TCC) project. Mr. Jones anticipates a decision by TxDOT / FHWA on the environmental classification of the SH 365 project by the end of the 2012 calendar year. The Traffic and Revenue (T&R) study should be completed in the same timeframe.

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

Mr. Jones also reported that drainage studies associated with the SH 365 (west) project had been turned in and were under review.

C. Update on Overweight Truck Corridor Proposal – Pilar Rodriguez, Executive Director

Mr. Pilar Rodriguez, Executive Director of the HCRMA, provided an update on the status of the overweight truck corridor. Discussions are underway on possibly extending the corridor to the east to connect to the Alliance International Bridge in Donna, Texas.

3. REGULAR AGENDA

A. Resolution 2012-33 – Amendment and Restatement of Work Authorization Number 5 of Professional Service Agreement with Dannenbaum Engineering for Public Outreach

This item relates to the public involvement efforts by the HCRMA. This item was discussed in executive session and was approved unanimously.

B. Resolution 2012-24 – Amending 2012-2017 Strategic Plan – Project Manager Strategy No. 8 to include Environmental Clearance and Preliminary Engineering of SH 365 from FM 396 to FM 1016 and related actions

C. Resolution 2012-29 – Approval of Interlocal Agreement with the City of Mission and Mission Redevelopment Authority for Advance Project Development of SH 365 from FM 396 to FM 1016

D. Resolution 2012-30 – Approval of Supplemental No. 1 to Work Authorization No. 1 of Professional Service Agreement with L&G Engineering for Preliminary Engineering of SH 365 from FM 396 to FM 1016

E. Resolution 2012-31 – Approval of Supplemental No. 2 to Consulting Agreement with Atkins North America, Inc. adding Environmental Clearance of SH 365 from FM 396 to FM 1016

Items 3 - B, C, D, and E relate to the extension of the limits of the SH 365 (west) project from FM 396 east to FM 1016. The Mission Redevelopment Authority in conjunction with the City of Mission completed an inter-local agreement with the HCRMA to advance the funds needed to complete the additional environmental and engineering work associated with the extension of the project to the west. The HCRMA approved supplemental agreements to existing work authorizations with consultants currently working on the design and environmental documents related to the adjoining section of the project.

These items were approved unanimously.

F. Resolution 2012-34 – Approval of Advance Funding Agreement with the Texas Department of Transportation for the SH 365 Project

This item was discussed in executive session; no action was taken in executive session.

6. EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY), SECTION 551.072 (DELIBERATION OF REAL PROPERTY), AND SECTION 551.074 (PERSONNEL MATTERS)

A. Consultation with Board Attorney regarding legal issues pertaining to Dannenbaum Engineering Work Authorization No. 5 (Section 551.071 T.G.C.)

B. Consultation with Board Attorney and Financial Advisor on legal issues pertaining to financial options, including current obligations (Section 551.071 T.G.C.)

No action was taken in executive session

Additional info: A public meeting has been scheduled by TxDOT for the La Joya bypass project on November 15, 2012. A copy of the meeting notice and map is attached.

If you have any questions or would like to schedule a meeting to discuss these items or projects within your precinct please contact me, or your Technical Representative, Mr. Anthony Garza at (956) 565-9813.

Sincerely,

for

Jacinto Garza, P.E.
CEO / President

AI-35778 **8. L.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha Salazar Submitted By: Vangie Garcia, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of request for payment for the following invoices as submitted by L&G Engineering amid Contract #C-08-417-12-09 for professional engineering services for the "FM 493 from US 281 (Military Highway) to Business 83" project with authority for County Treasurer to issue payment after County Auditor's review and processing procedures are completed.

Invoice #11324311 in the amount of $ 3,000.00 - Work Authorization #1-PO#617489
Invoice #11324316 in the amount of $27,000.00 - Work Authorization #2-PO#644483

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1339-431-00-121-053-0-841

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO #617489 for L & G Consulting Engineers, Inc.

Amount available as of 12-14-12	$30,000.00
Less Inv. #11324311	$(3,000.00)
Amount o/s to be paid	$27,000.00

FISCAL YEAR: 2012 ACCT. #: 2-1342-431-00-121-053-0-841

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

PO #644483 for L & G Consulting Engineers, Inc.

Amount available as of 12-14-12	$75,919.99
Less Inv. #11324316	$(27,000.00)
Amount o/s to be paid	$48,919.99

Attachments

Invoice #11324311

Invoice #11324316

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/14/2012 12:07 PM

Budget & Management	Obdett Calzada	12/14/2012 01:26 PM
Ivan Cantu	Ivan Cantu	12/14/2012 02:12 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Vangie Garcia Started On: 12/13/2012 05:16 PM

Final Approval Date: 12/14/2012

COUNTY of HIDALGO



Joel Quintanilla
County Commissioner, Pct. 1
1902 Joe Stephens Ave.
Weslaco, TX 78596
(956) 968-8733

MEMORANDUM

TO: Ms. Evangelina Garcia, Contract's Manager

FROM: Noe Montez, Director of Management Support

DATE: December 13, 2012

RE: Agenda Item Invoice

Please place invoice #11324311 dated November 30th, L & G Consulting Engineers, Inc on the next regularly scheduled County Commissioner's meeting for approval and payment.

If you have any questions, please do not hesitate to contact me at ext 1014. Thank you for your continued support!

on

THE COUNTY OF HIDALGO TEXAS

L&G Engineering
Transportation Consultants

December 3, 2012

Hon. Joel Quintanilla
Hidalgo County Commissioner, Pct. #1
Attn: Martha Mena
1902 Joe Stevens
Weslaco, TX 78596

RE: FM 493 South, Work Authorization No. 1, PO# 617489, C08-417-12-09, L&G Job#090201

Dear Commissioner Quintanilla:

Attached for your approval is our invoice for services rendered for the month of November 2012. The following is attached:

- L & G's Invoice
- Sub-consultant Invoice (when applicable)
- Exhibit C "Project Schedule"

TASK		% COMPL
FC 11006 – DESIGN SCHEMATICS		
We have received final schematic approval from TxDOT. This task is complete.	L&G	100%
FC 12001 – EA REPORTS		
L&G has received a Finding of No Significant Impact on this project. It is attached. This task is complete.	L&G	100%
FC 12002 – PUBLIC INVOLVEMENT		
This task is complete.	L&G	100%
FC 12040 – CULTURAL RESOURCES		
The Texas Historical Commission has approved the Archeological report and the Historical report.	L&G	100%
FC 13002 – OWNERSHIP DATA COLLECTION		
This task is complete.	L&G	100%
FC 15011 – SURVEY PLANS AND DESIGN/SUB		
All design survey data has been collected for this work authorization.	J.E.S.	100%
FC 16001 – ROADWAY DESIGN		
L&G has established the final centerline and profile based on survey data. We have coordinated with the IBWC regarding a construction permit within the floodway and are completing the design of the pilot channel bridge. We have received the boring permits from the IBWC to finalize the bridge design. We have submitted the 90% package to TxDOT on Sept 30, 2011. We have received comments from TxDOT on the 90% submittal and are completing final mylars.	L&G	98%
FC 16104 – OUTFALL DESIGN		
We have identified outfalls and developed a hydrologic map. We have evaluated the hydraulic capacities of existing outfalls and continue to finalize the design. We have submitted the 90% package to TxDOT on Sept 30, 2011. We have received comments from TxDOT on the 90% submittal and are completing final mylars.	L&G	98%

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

FC 16302 – TRAFFIC CONTROL PLAN		
Final TCP typical sections and sequence of construction has been finalized. A TCP has been submitted to TxDOT for review. We have received TxDOT comments and have finalized the TCP design. We have submitted the 90% package to TxDOT on Sept 30, 2011. We have received comments from TxDOT on the 90% submittal and are completing final mylars.	L&G	98%
FC 16304 – IRRIGATION		
We have identified existing irrigation lines and continue to coordinate with the Districts for exposure and tie downs. We have submitted the 90% package to TxDOT on Sept 30, 2011. We have received comments from TxDOT on the 90% submittal and are completing final mylars.	L&G	98%
FC 16306 – QUANTITIES & SPECS		
A preliminary estimate with quantities, specification list as well as General Notes has been developed. E&Q sheets have been developed and a construction estimate has been revised. We have submitted the 90% package to TxDOT on Sept 30, 2011. We have received comments from TxDOT on the 90% submittal and are completing final mylars.	L&G	98%
FC 16307 – UTILITIES		
Surface utilities have been identified and coordination letters have been sent to all utilities. We have drawn up the utilities and included them in the plan sheets. We continue to coordinate with all utility companies. We have submitted the 90% package to TxDOT on Sept 30, 2011. We have received comments from TxDOT on the 90% submittal and are completing final mylars.	L&G	98%
FC 32000 – CONSTRUCTION MANAGEMENT		
This task has not yet begun.	L&G	0%

Should you have any questions regarding this submittal, please do not hesitate to call me at (956) 565-9813.

Sincerely,

Robert Macheska, P.E.
Project Manager

Attachment

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324311
INVOICE DATE: 11/30/12

BILL TO: 34
Hidalgo County Pct. #1
902 Joe Stephens
Weslaco, TX 78596

JOB: 090201
FM 493 South WA#1
PO# 617489

Engineering services for the month of November 2012.

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
11006-Design Schem	254,000.00	254,000.00		254,000.00	100.0	
12001-EA Reports	60,000.00	57,000.00	3,000.00	60,000.00	100.0	
12002-Pub Involvment	10,000.00	10,000.00		10,000.00	100.0	
12040-Cul Resc/Sub	20,000.00	20,000.00		20,000.00	100.0	
13002-Owner Data/Cor	35,000.00	35,000.00		35,000.00	100.0	
15011-Field Sur/Sub	150,000.00	150,000.00		150,000.00	100.0	
16001-Rdwy Dsgn	401,000.00	392,980.00		392,980.00	98.0	8,020.00
16104-Outfall Design	67,000.00	65,660.00		65,660.00	98.0	1,340.00
16302-Traf Cntrl Pln	30,000.00	29,400.00		29,400.00	98.0	600.00
16304-Irrigation	32,000.00	31,360.00		31,360.00	98.0	640.00
16306-Qty Specs	30,000.00	29,400.00		29,400.00	98.0	600.00
16307-Utilities	40,000.00	39,200.00		39,200.00	98.0	800.00
3200-Const. Mgnmt	15,000.00				0.0	15,000.00
TOTALS:	1,144,000.00	1,114,000.00	3,000.00	1,117,000.00	97.6	27,000.00

HIDALGO COUNTY
COMMISSIONER PCT. # 1
DEC 13 2012
RECEIVED

ORIGINAL CONTRACT SUM	$	1,144,000.00
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	1,144,000.00
TOTAL COMPLETED TO DATE	$	1,117,000.00
LESS PREVIOUS INVOICES	$	1,114,000.00
CURRENT PAYMENT DUE	$	3,000.00

PROJECT MANAGER'S SIGNATURE

2-1339-431-00-121-053-0-841 MM
PO 617489

POSTED

INVOICE RECEIVED BY
Olga Noriega on 12/13/2012
GOODS/SERVICES RECEIVED BY:
_____ on _____

Client: Hidalgo County
Job#090201

ATTACHMENT C
WORK SCHEDULE
FM 493 SOUTH
FROM US 281, North to Business 83

TASK AND DESCRIPTION	FIRM		2012												2013												2014	
		Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
WORK AUTHORIZATION NO. 1																												
Entire Length of Project																												
PROJECT PLANNING																												
Obtain Right of Entry (SURVEYING)	JES	Complete																										
Update Planimetric and DTM files	JES	Complete																										
DESIGN SURVEYS	JES	Complete																										
EXISTING RIGHT-OF-WAY LAYOUT	JES	Complete																										
meetings - w/ Hidalgo County Drainage District No. 1	L&G	Complete																										
meetings w/ City of Donna	L&G	Complete																										
meetings - w/ Precinct No.1	L&G	Complete																										
Hydrologic Map	L&G	Complete																										
Utility Coordination	L&G	Complete																										
Coordination with TXDOT AND COUNTY	L&G	Complete																										
Coordination with 2 Irrigation Districts	L&G	Complete																										
Schematic & Environmental Document Development		Complete																										
Develop Schematic with outfalls	L&G	Complete																										
Meet w/TxDOT and revise schematic as per comments	L&G	Complete																										
TXDOT and COUNTY approves Schematic	TXDOT	Complete																										
Draft Environmental Document, Field Visits, etc	L&G	Complete																										
Submit Draft EA to District for 1st review	L&G	Complete																										
Public Meeting	TXDOT	Complete																										
District Review/Revisions	TXDOT	Complete																										
ENV Review/Revisions	TXDOT	Complete																										
Revisions as per ENV comments	L&G	Complete																										
Agency Coordination	TXDOT	Complete																										
FHWA Review/Revisons	TXDOT																											
Afford an Opportunity for Public Hearing	TXDOT																											
Fonsi	TXDOT																											
PS&E																												
TXDOT and COUNTY review of outfall locations	L&G	Complete																										
Complete Intersection Layouts	L&G	Complete																										
Design Hydraulic Structures, Outfalls, etc	L&G	Complete																										
Design Roadway	L&G	Complete																										
Signing, Pavement Markings, and Signals	L&G	Complete																										
Turn in 90% Plan Submittal	L&G	Complete																										
TxDOT Review Plan Submittal	TXDOT																											
Turn in 95% Plan Submittal	L&G																											
TxDOT Review Plan Submittal	TXDOT																											
Turn in 100% Mylars	L&G																											
NEW CONTRACT																												
ROW ACQUISTION FOR ENTIRE PROJECT																												
Project Administration	L&G																											
Coordination with County and TxDOT	L&G																											
Preliminary Administrative & Acquisition Process	L&G																											
Title Commitments	L&G																											
Appraisal Reports	L&G																											
Appraisal Review Reports	L&G																											
Appraisal Update Reports	L&G																											
Approved Values by TXDOT	TXDOT																											
Acquisition Negotiation Offers	L&G																											
Title Curative Process	L&G																											
Title Commitment Updates	L&G																											
Payments for Parcels	L&G																											
Condemnation Support Process	L&G																											
Eminent Domain Proceedings by COUNTY	L&G																											
Title Insurance Policies - Negotiations/ED	L&G																											
Consummation of Outstanding Cases	L&G																											

COUNTY of HIDALGO



Joel Quintanilla
County Commissioner, Pct. 1
1902 Joe Stephens Ave.
Weslaco, TX 78596
(956) 968-8733

MEMORANDUM

TO: Ms. Evangelina Garcia, Contract's Manager

FROM: Noe Montez, Director of Management Support

DATE: December 13, 2012

RE: Agenda Item Invoice

Please place invoice #11324316 dated November 30th, L & G Consulting Engineers, Inc on the next regularly scheduled County Commissioner's meeting for approval and payment.

If you have any questions, please do not hesitate to contact me at ext 1014. Thank you for your continued support!

on

THE COUNTY OF HIDALGO TEXAS

L&G Engineering
Transportation Consultants

December 3, 2012

Hon. Joel Quintanilla
Hidalgo County Commissioner, Pct. #1
1902 Joe Stevens
Weslaco, TX 78596

RE: FM 493 South, Work Authorization No. 2
C08-417-12-09, PO# 644483, L&G Job#090202

Dear Commissioner Quintanilla:

Attached for your approval is our invoice for services rendered for the month of November 2012. ROW Map for 105 Parcels with J.E.S. on original contract was completed at 65% and Design Surveys at 95% and his contract was terminated. The following is attached:

- L & G's Invoice
- Sub-consultant Invoice (when applicable)
- Exhibit C "Project Schedule"

Original Contract

TASK		% COMPL
FC 13001 – RIGHT-OF-WAY MAP		
L&G has reviewed the final map and provided final comments to the surveyors. This task is not complete.	L&G	100%
FC 13010 – RIGHT-OF-WAY MAP/SUB		
This task has been closed out and the amount reduced originally contracted to J.E. Saenz. J.E. Saenz and Associates completed 65% of the total contracted work and his contract was terminated.	J.E.S.	100%
FC 15010 – DESIGN SURVEYS/SUB		
This task has been closed out and the amount reduced originally contracted to J.E. Saenz. J.E. Saenz and Associates completed 95% of the total contracted work and his contract was terminated.	J.E.S.	100%

Supplemental #1

TASK		% COMPL
FC 13004 – RIGHT-OF-WAY MAP MANAGEMENT		
L&G has reviewed the map and provided comments and is awaiting final submittal. G&M has submitted a revised ROW map and L&G has provided G&M a final review.	L&G	100%
FC 13020 – RIGHT-OF-WAY MAP/SUB		
G&M has provided a final ROW map with filed notes & parcel sketches for review. L&G has finalized the review of their map and have provided final comments. We will be submitting the final map to TxDOT September 7th.	G&M	90%
FC 15010 – DESIGN SURVEYS/SUB		
G&M has placed pins in all of the property corners within the take as per TxDOT guidelines and has placed all BM's in the field and provided the survey control sheets for review. L&G has finalized the review of the survey control sheets and will submit them to TxDOT.	G&M	90%
FC 09010 – PHOTOS&MISC/SUB		
This task is complete.	G&M	100%
FC 13041 – 60% RIGHT-OF-WAY (BLUE LINE)		
This task has been completed and submitted to Guzman & Munoz for his finalization of the ROW Map.	L&G	100%

J.E. Saenz & Associates (J.E.S) replaced with SAM Engineering and Surveying, Inc. (SAMES) to complete 105 Parcel ROW Map

FC 13011 – RIGHT-OF-WAY MAP/SUB		
J.E. Saenz and Associates completed 65% of the 105 Parcel ROW Map and SAM Engineering are completing the remaining 35% of the 105 Parcels as approved by Commissioners Court meeting on May 1st, 2012 (See attached). SAMES continues to finalize the map. They have completed and submitted a 99% right of way map and parcel plat package. L&G has reviewed the map and they are revising the map as per the red-lines for the final submittal to TxDOT.	SAMES	66.9%

Should you have any questions regarding this submittal, please do not hesitate to call me at (956) 565-9813.

Sincerely,

Robert Macheska, P.E.
Project Manager

L &G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956)565-9813 Fax (956)565-9018

INVOICE#: 11324316
INVOICE DATE: 11/30/2012

RECEIVED
DEC 13 2012
HIDALGO COUNTY
COMMISSIONER PCT # 1
JOEL QUINTANILLA

BILL TO:34
Hidalgo County Pct#1
902 Joe Stephens
Weslaco, TX 78596

JOB:090202
FM 493 South WA#2
PO#644483

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of November 2012.						
Note:ROW Map for 105 Parcels with J.E. Saenz & Associates (105 Parcels for 65% to be completed) and Design Surveys (95% to be complete).						
13003-ROW Map	25,745.50	25,745.50		25,745.50	100.0	
13030-ROW Map/Sub ($367,500 x 65%)	238,875.00	238,875.00		238,875.00	100.0	
15010-Design Srv/Sub ($58,420 x 95%)	55,500.00	55,500.00		55,500.00	100.0	
TOTALS:	320,120.50	320,120.50	0.00	320,120.50		0.00
Note:Supplemental#1 for additional 25 Parcels to ROW Map with Guzman & Munoz (For 100% to be complete)						
13004-ROW Map Mgmt	15,014.00	15,014.00		15,014.00	100.0	
13020-ROW Map/Sub	40,492.88	36,443.60		36,443.60	90.0	4,049.28
15010-Design Survey/Sub	13,257.12	11,931.41		11,931.41	90.0	1,325.71
09010-Photo & Misc/Sub	8,750.00	8,750.00		8,750.00	100.0	
13041-60% ROW Map (Blue Line)	37,500.00	37,500.00		37,500.00	100.0	
TOTALS:	115,014.00	109,639.01	0.00	109,639.01		5,374.99
Note: ROW Map for 105 Parcels with SAM Engineering & Surveying. Inc for 35% to complete ROW Map.						
15010-Design Survey/Sub	131,545.00	61,000.00	27,000.00	88,000.00	66.9	43,545.00
TOTALS:	131,545.00	61,000.00	27,000.00	88,000.00		43,545.00
GRAND TOTALS:	566,679.50	490,759.51	27,000.00	517,759.51	91.4	48,919.99

2-1342-431-00-121-053-0-841
PO 644483

POSTED

ORIGINAL CONTRACT SUM	$	451,665.50
CHANGE BY CHANGE ORDER	$	115,014.00
CONTRACT SUM TO DATE	$	566,679.50
TOTAL COMPLETED TO DATE	$	517,759.51
LESS PREVIOUS INVOICES	$	490,759.51
CURRENT PAYMENT DUE	$	27,000.00

PROJECT MANAGER' SIGNATURE

INVOICE RECEIVED BY
Olga Noriega on 12/13/12
GOODS/SERVICES RECEIVED BY:
_____ on _____

SAM Engineering and **S**urveying, Inc.

SAMES

Reg. No. F-10602

200 South Cage Blvd, Pharr, Texas 78577 (P.O. Box 3353 Edinburg, TX. 78540)

November 9, 2012

Robert Macheska, PE, CFM
Project Manager
L&G Engineers
900 Stewart Road, Suite 9
Mission, Texas 78572

Re: Status Report 4
FM 493 Right-of-Way Mapping and Surveying

Mr. Macheska,
Please accept this Status Report 4 for the above-mentioned project, in relation to our scope of work and the progress.

To date we have:

1. Completed and submitted for preliminary review by L&G a 99% right-of-way strip map and parcel plat package (currently working on re-lines from L&G);
2. Are pending the following items;
    a. 100% submittals for right-of-way map and Parcel Plats for TXDOT review;
    b. Topographic Surveying of ditches/Irrigation system, and;
    c. Benchmarks and Control Sheets.

Please find attached a partial invoice for work performed to date. As per our discussion, we are submitting a minimal amount of **$27,000.00** pay request (which reflects approximately a total 66% of the total budget). Please call me at (956) 702-8880 if you have any questions or would like to discuss this submittal.

Respectfully,

Samuel D. Maldonado, P.E., RPLS
Principal – SAMES, Inc.

Sames Inc. 2012
200 S. Cage Blvd.
Pharr, TX 78577
Office (956) 702-8880 - Fax (956) 702-8883

SAMES
SAM ENGINEERING & SURVEYING INC.
Reg. No. F-10602

Invoice

Bill To
L & G Engineering Transportation Consultants 2100 W. Expressway 83 Mercedes, Texas 78570

Date	11/7/2012
Invoice #	12-312-2
Job #	SUR 12.078
Terms	Due on receipt

Project Description		Rate	Amount
SUR: FM 493 Right of Away Mapping and Surveying #4		27,000.00	27,000.00
(A) Research	$13,645.00		
(B) Control Work	$16,645.00		
(C) Right Of Way	$30,400.00		
(D) Parcels Plats	$31,475.00		
(E) Topography	$21,900.00		
(FL) QA/QC	$17,475.00		
Total Contract :	$131,545.00		
Paid up to Date	10,000.00		
Outstanding Bal(INV#2 & #3)	51,000.00		
Balance	70,545.00		

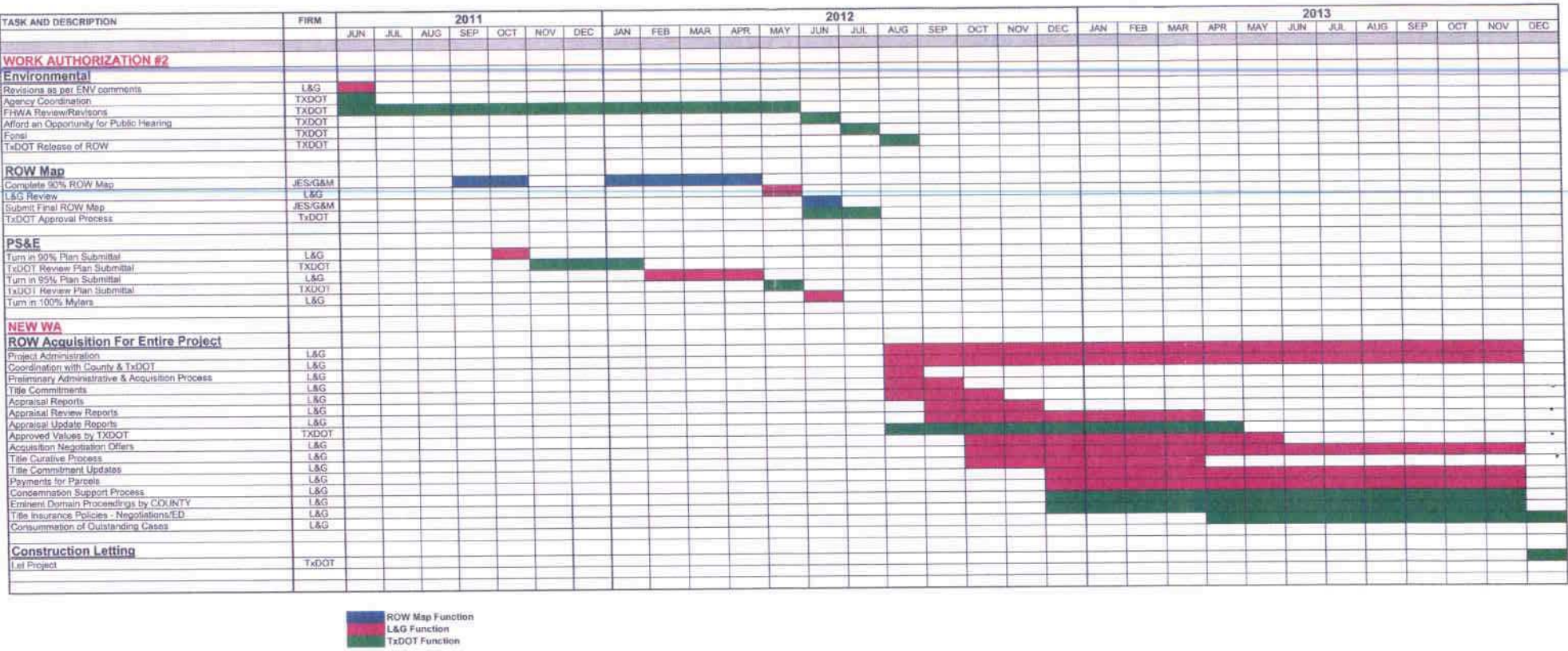
APPROVED
By Robert at 8:40 am, Nov 26, 2012

THANK YOU FOR YOUR BUSINESS
AND
THE OPPORTUNITY TO SERVE YOU!

Subtotal	$27,000.00
Sales Tax (8.25%)	$0.00
Total	$27,000.00

Client: Hidalgo County

EXHIBIT C
WORK SCHEDULE
FM 493 SOUTH
FROM US 281, North to Business 83



9:53 AM 10/19/2012

AI-35768 **8. M.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L Salazar Submitted By: Letty Saenz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting approval of **Invoice# M167231** in the amount of **($ 43,378.00)** submitted by **HALFF ASSOCIATES INC.** in connection to Professional Engineering Services Agreement# **C-12-291-01-24 (WA#1) PO# 681398** for: "Building Repairs/Renovations, Alteration and/or Additions to County Owned Buildings" (on an as needed basis), utilized by various departments for projects located within Hidalgo County Precinct #4 area **(PROJECT: MODULARS BUILDING ANNEX AT COURTHOUSE).**

BACKGROUND

Invoice#M167231-Halff Assoc Inc-C-12-291-01-24 (Modulars at Crthse)

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1342-419-40-220-048-0-720

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available funds as of 12/14/12.

Attachments

Invoice # M167231-Halff Assoc Inc-C-12-291-01-24 (Modulars)

WA#1-C-12-291-01-24 (Modulars)

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/14/2012 12:05 PM
Budget & Management	Obdett Calzada	12/14/2012 01:26 PM
Olga Garza	Olga Garza	12/14/2012 04:55 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Letty Saenz Started On: 12/13/2012 04:01 PM

Final Approval Date: 12/14/2012

INVOICE

HALFF

ENGINEERS · ARCHITECTS · SCIENTISTS · PLANNERS · SURVEYORS

REMITTANCE ADDRESS:
P.O. Box 910259
Dallas, TX 75391-0259
www.halff.com

Hidalgo County Commissioner's Court
3100 South Business 281
Edinburg, TX. 78539

Attention: Mr. Richard Sunday

Invoice Date : 10/31/2012
Invoice # : M167231
Project : 29024
Invoice Group : 01
Client Code : HIDAL5

Project Name : Hidalgo County\2012 Various WA

RECEIVED BY COUNTY AUDITOR
2012 NOV 9 AM 10:53

For Professional Services Rendered through: 10/14/2012
Re: Engineering Services
Edinburg, TX

Project Name: 3 Modular Buildings Annex Structure
Contract Number: C-11-291-01-24
Work Athorization #01
Purchase Order #681398

** Please contact Maribel Martinez (956-664-0286) with any questions regarding this invoice.

Phase / Task / Name	Fee	Previous Amount	% Complete	Current Amount	Total Fee Earned
WA01 -- 3 Modular Buildings Annex Structur					
CM01 -- B1 - Bid Phase Services	1,620.00	0.00	85.00	1,377.00	1,377.00
CM02 -- C1 - Construction Phase Services	10,020.00	0.00	20.00	2,004.00	2,004.00
CS01 -- A8 - Proj Specifications & Bid Doc.	1,360.00	0.00	100.00	1,360.00	1,360.00
DE01 -- A4- Electrical Engineering	9,040.00	0.00	80.00	7,232.00	7,232.00
DM01 -- A3 - Mechanical \Plumbing	2,560.00	0.00	100.00	2,560.00	2,560.00
DZ01 -- A2 - Civil Engineering	9,060.00	0.00	100.00	9,060.00	9,060.00
SD01 -- A1 - Survey for Design	1,040.00	0.00	100.00	1,040.00	1,040.00
SUB1 -- A5 - ADA Compliance \Coordination	2,725.00	0.00	20.00	545.00	545.00
SUB2 -- A6 - Geotechnical Report-RABA	6,200.00	0.00	100.00	6,200.00	6,200.00
SUB3 -- A7 - Architectural \Dannenbaum	12,000.00	0.00	100.00	12,000.00	12,000.00
Phase WA01 Subtotal	**55,625.00**	**0.00**	**77.98**	**43,378.00**	**43,378.00**
Totals:	**55,625.00**	**0.00**	**77.98**	**43,378.00**	**43,378.00**

2-1342-419-40-220-048-0-720
43,378.00
PO# 681398

Total Fee Earned To Date	43,378.00
Less Previous Billings	0.00
Amount Due this Invoice	**43,378.00**

GOOD SERVICES RECEIVED BY: Modulars Bld ON Richard Sunday
INVOICE RECEIVED BY: ON 11/8/12

Sunday 11/8/2012

TERMS: DUE UPON RECEIPT
ORIGINAL

(214) 346-6200 (214) 739-0108 Fax

HIDALGO COUNTY

Professional Engineering Services

Contract # C-11-291-01-24

Work Authorization Form

CORRECTED WORK AUTHORIZATION No. 01

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between HIDALGO COUNTY, action herein by and through the Commissioner's Court, hereinafter called the "Owner," and, HALFF ASSOCIATES, INC., professional engineers of McAllen, TEXAS, hereinafter called the "Engineer".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the Engineer to provide **Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures / Three (3) Modular Buildings to the existing Hidalgo County Courthouse**.

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 Engineer is identified in ***EXHIBIT "B" – Scope of Services to be Provided by the Engineer*** attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is $55,625.00 This amount is based upon the costs outlined in the Estimated Cost Proposal attached hereto as EXHIBIT "D".

PART 3. PAYMENT

Compensation and payment to the Engineer for the services established under this Work Authorization shall be made in accordance with Article/Part/Section 6 of the Agreement.

PART 4. FUNDING

This Work Authorization No.1 shall be funded through funding source:
Account No. 2-1342-419-40-220-048-0-720 .

Requisition Number _222314_. (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 upon completion of scopes of the work authorization.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

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

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by Hidalgo County Precinct #4, Commissioner Joseph Palacios and/or Valde Guerra, Executive Officer (P.O.C.) as to content and detail of this Work Authorization.

HIDALGO COUNTY PRECINCT # 4

By: _____
Joseph Palacios, Commissioner

HIDALGO COUNTY

By: _____
Valde Guerra, Executive Officer (P.O.C)

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on 9/11/12 as indicated below and effective as of 11th day of September 2012.

THE ENGINEER:
HALFF ASSOCIATES, INC.

By: _____
Menton J. Murray, III, PE, LEED AP

THE OWNER:
HIDALGO COUNTY

By: Ramon Garcia
Hon. Ramon Garcia, County Judge

Approved by Commissioners' Court
on 9/11/12 RO

ATTEST:
By: _____
Arturo Guajardo, Jr., County Clerk

LIST OF ATTACHMENTS

ATTACHMENT "A" – Service to be Provided by the Owner
ATTACHMENT "B" – Services to be Provided by the Engineer
ATTACHMENT "C" – Work Schedule
ATTACHMENT "D" – Cost Proposal

HALFF

Tuesday, September 04, 2012

Leticia Saenz
Hidalgo County Purchasing Department
2802 South Business Hwy. 281
Edinburg, Texas 78539

Ref: Rates on Fee Schedule spreadsheet "Installation Infrastructure Engineering, Drawings & Specification for the Addition of Annex Structures"

Please let this letter serve as confirmation of the Rates used on the Fee Schedule submitted as Halff Associates' Best and Final Offer for the project listed above. The Rates are different from "Exhibit D Engineers' Contract Rate" of our Contract #C11-291-01-24 with the County.

Should you have any questions please feel free to contact Mr. Trey Murray myself.

Sincerely,

Tom Dearmin, PE, LEED AP

HALFF ASSOCIATES, INC.
5000 WEST MILITARY, SUITE 100
McALLEN, TX 78503-7446
TEL (956) 664-0286
FAX (956) 664-0282
WWW.HALFF.COM

EXHIBIT "A"

Services to be provided by the OWNER

The following provides an outline of the services to be provided by the OWNER in the development of the Project.

The OWNER will provide to the ENGINEER the following:

(1) Authorization to the ENGINEER to begin work in accordance with Section 3 of this Agreement.

(2) Payment for work performed by the ENGINEER and accepted by the OWNER in accordance with Section 6 of the Agreement.

(3) Assistance to the ENGINEER, as necessary, to obtain the required data and information from other local, regional, State and Federal agencies that the ENGINEER cannot easily obtain.

(4) Provide any available relevant data the OWNER may have on file concerning the project.

(5) Provide timely review and decisions in response to the ENGINEER'S request for information and/or required submittals and deliverables, in order for the ENGINEER to maintain the agreed-upon work schedule prepared in accordance with Attachment "C" of this Agreement.

(6) Attend and participate in progress meetings as required and as coordinated and conducted by the ENGINEER.

(7) Assist the ENGINEER in the preparation of the project mailing list; provide representation, a site and stenographer for all public meetings; additionally:

Public Meetings

(a) Approve agenda and all exhibits prior to public meeting.
(b) Approve date and location of the meeting.
(c) Review/approve Public Meeting Report.

(8) Attend the Preliminary Concept Conference coordinated and conducted by the ENGINEER and more particularly identified in Attachment "B" of the Agreement.

(9) Assist the ENGINEER as required in the coordination with the USACE and the Federal Emergency Management Agency (FEMA) and any other coordinating agency or entity.

(10) Review and approve the Project design criteria.

(11) Review and approve change orders as required and prepared by the ENGINEER.

EXHIBIT "B"

Services to be provided by the Engineer

- **Halff Associates** is pleased to submit this task order proposal under our existing Professional Services Agreement (C-11-291-01-24) with Hidalgo County for Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures / Three (3) Modular Buildings to the existing Hidalgo County Courthouse. Specifically, this proposal is for the A/E design services necessary to produce construction documents for (#1) Design infrastructure for three (3) modular buildings being supplied by Ramtech through contract #335-10 Project #2012-204-0GG and (#2) Provide design for revised parking lots with fencing. As such, we understand the following scope of work:

SCOPE OF SERVICES

Data Acquisition/Design Phase Services:

1. Drafting of Existing conditions for use as Backgrounds.
2. Site Visits for Design (2 visits).
3. Plan Meetings for Design (2 visits).
4. Civil Engineering.
5. Deck and ADA Ramp Design.
6. Parking and Sidewalk Design.
7. Electrical Service from AEP.
8. Verify New Loads.
9. Size Electrical Services and Feeders.
10. Plumbing Services.
11. 95% Review Meeting.
12. Specifications.
13. Issue Sealed Drawings.

Bid Phase Services:

1. Printing coordination.
2. Pre-Bid Meeting.
3. Response to RFI's.
4. Bid Evaluation Assistance.
5. Attendance of Board Meeting for Project Award (1 Meeting).

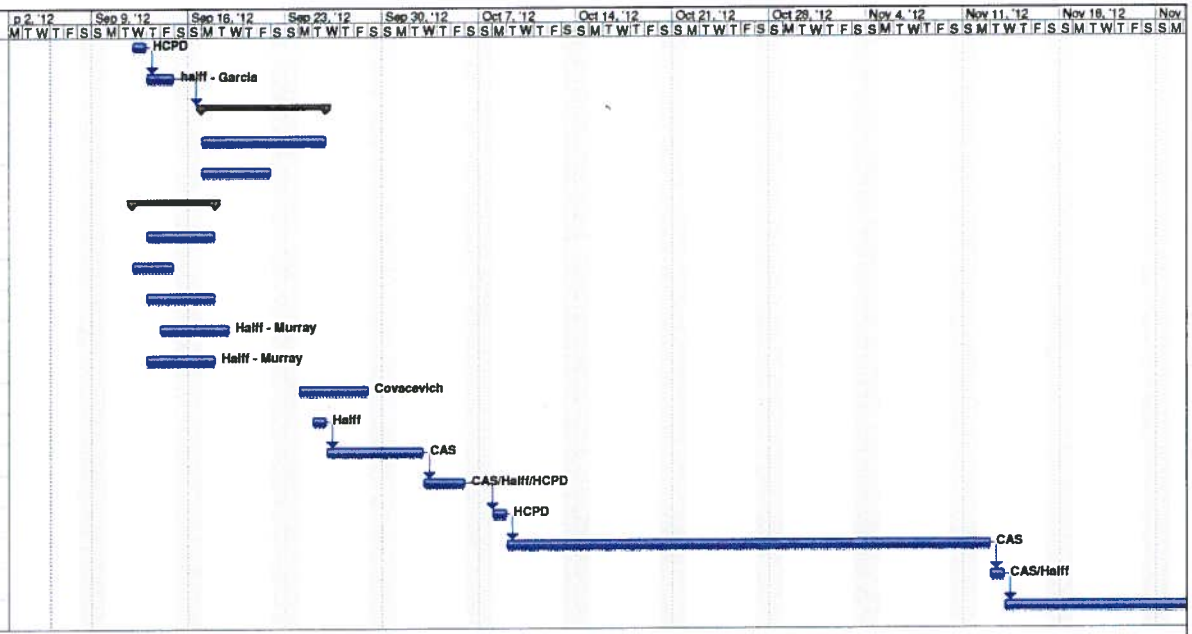
Construction Phase Services:

1. Submittal Review.
2. Response to RFI's.
3. Pre-Construction Meeting (1 Visit)
4. Site Observation Visits and Reports (3 Visits).
5. Attendance of Board Meeting (2 Meetings).

EXHIBIT "C"

Work Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	Notice to Proceed (A/E)	1 day	Wed 9/12/12	Wed 9/12/12		HCPD
2	Site Survey	2 days	Thu 9/13/12	Fri 9/14/12	1	halff - Garcia
3	**Civil Engineering**	**7 days**	**Mon 9/17/12**	**Tue 9/25/12**	2	**Halff - Saenz**
4	Parking and Walkways	7 days	Mon 9/17/12	Tue 9/25/12		
5	Drainage	5 days	Mon 9/17/12	Fri 9/21/12		
6	**Electrical Engineering**	**4 days**	**Wed 9/12/12**	**Mon 9/17/12**		**Halff - Dearmin**
7	AEP Coordination	3 days	Thu 9/13/12	Mon 9/17/12		
8	Load Calcs	3 days	Wed 9/12/12	Fri 9/14/12		
9	Feeders	3 days	Thu 9/13/12	Mon 9/17/12		
10	Plumbing Engineering	3 days	Fri 9/14/12	Tue 9/18/12		Halff - Murray
11	HVAC Engineering	3 days	Thu 9/13/12	Mon 9/17/12		Halff - Murray
12	ADA Review	5 days	Mon 9/24/12	Fri 9/28/12		Covacevich
13	Issue plans to JOC	1 day	Tue 9/25/12	Tue 9/25/12		Halff
14	JOC Pricing	5 days	Wed 9/26/12	Tue 10/2/12	13	CAS
15	JOC Negotiations	3 days	Wed 10/3/12	Fri 10/5/12	14	CAS/Halff/HCPD
16	JOC NTP	1 day	Mon 10/8/12	Mon 10/8/12	15	HCPD
17	Construction	25 days	Tue 10/9/12	Mon 11/12/12	16	CAS
18	Substantial Completion	1 day	Tue 11/13/12	Tue 11/13/12	17	CAS/Halff
19	Final Completion	15 days	Wed 11/14/12	Tue 12/4/12	18	CAS/Halff



Project: Courthouse Mod Bldg Timelin
Date: Thu 9/6/12

Task | Progress | Summary | External Tasks | Deadline
Split | Milestone | Project Summary | External Milestone

EXHIBIT "D"

COST PROPOSAL

Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures / Three (3) Modular Buildings to the existing Hidalgo County Courthouse.

Various Design Services Modular Building Additions Hidalgo County Courthouse

Professional Fee:

Survey for Design (with Topo)	$ 1,040
Civil Engineering	$ 9,060
Mechanical/Plumbing Engineering:	$ 2,560
Electrical Engineering	$ 9,040
ADA Compliance (Sub Consultant) ADA Coordination	$ 1,525 $ 1,200
Geotechnical Report (Sub Consultant Geotechnical Coordination	$ 5,000 $ 1,200
Architectural (Sub Consultant-Dannabaum)	$ 12,000
Project Specifications and Bid Documents	$ 1,360
Bid Phase Service	$ 1,620
Construction Phase Service	$10,020
Total Fee (as listed):	**$55,625**

Exclusions:

1. Telecommunications design (Design included rough-in only).
2. Reproduction costs.

The above listed exclusions can be provided to the County as a reimbursable expense at 1.0 multiplier.

Halff Associates, Inc.
Fee Schedule

Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures / Three (3) Modular Buildings to the existing Hidalgo County Courthouse.

		Project Manager	PE/Reg. Arch./RPLS	EIT/SIT/ Arch.	Designer	Const. Admin	CAD Tech	Clerical	Survey Crew (2)	Sub-Consultant	TOTAL (HOURS)	TOTAL ($)
	Contracted Rate	$150	$120	$90	$60	$75	$50	$50	$130			
Task #	Task / Scope											
A1	Survey for Design								8		8	$1,040
A2	Civil Engineering	14	46		24						84	$9,060
A3	Mechanical/Plumbing	4	4		8		8	12			36	$2,560
A4	Electrical Engineering	32	16		22		16	4			90	$9,040
A5	ADA Compliance \Coordination	8								$1,525	8	$2,725
A6	GEOTECHNICAL Report \Coordination	8								$5,000	8	$6,200
A7	Architectural									$12,000	0	$12,000
A8	Project Specs and Bid Docs		8					8			16	$1,360
	Design Phase Sub-Total (Hours)	**66**	**74**	**0**	**54**	**0**	**24**	**24**	**8**		**250**	
	Design Phase Sub-Total ($)	**$9,900**	**$8,880**	**$0**	**$3,240**	**$0**	**$1,200**	**$1,200**	**$1,040**	**$18,525**		**$43,985**
B1	Bid Phase Services	6	6								12	$1,620
	Bid Phase Sub-Total (Hours)	**6**	**6**	**0**	**0**	0	**0**	**0**	**0**		**12**	
	Bid Phase Sub-Total ($)	**$900**	**$720**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**			**$1,620**
C1	Construction Phase Services	24	24	6	0	24	0	24	0		102	
	Construction Phase Sub-Total (Hours)	**24**	**24**	**6**	**0**	**24**	**0**	**24**	**0**		**102**	
	Construction Phase Sub-Total ($)	**$3,600**	**$2,880**	**$540**	**$0**	**$1,800**	**$0**	**$1,200**	**$0**			**$10,020**
	TOTAL HOURS (PRIME CONSULTANT)	**96**	**104**	**6**	**54**	**24**	**24**	**48**	**8**		**364**	
	Contracted Rate	$150	$120	$90	$60	$75	$50	$50	$130			
	TOTAL LABOR COSTS	**$14,400**	**$12,480**	**$540**	**$3,240**	**$1,800**	**$1,200**	**$2,400**	**$1,040**			
	TOTAL EXPENSES									**$18,525**		
	TOTAL LABOR PLUS EXPENSES											**$55,625**

Friday, August 31, 2012

Hidalgo County Commissioner's Court
100 East Cano, 1st Floor
(Commissioner's Court Room)
Edinburg, Texas 78539

Ref: Work Authorization #01-Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures / Three (3) Modular Buildings to the existing Hidalgo County Courthouse.

Per our Contract C-11-291-01-24, Article 14, Halff Associates request approval to subcontract Architectural design work with Dannenbaum , Inc. Architectural work shall include stairs, ramps, decks, and canopies necessary for access to modular buildings.

A copy of Dannenbaum, Inc. proposal is attached. Halff Associates and Dannenbaum, Inc., shall adhere to Article 14 as stated in the contract. Should you need any additional information, please do not hesitate to let me know as soon as possible at 956-664-0286.

Sincerely,

Menton J. Murray, III, PE, LEED AP
Vice President/ Branch Manager

Dearmin, Tom

From: Steve McGarraugh <Steve.McGarraugh@dannenbaum.com>
Sent: Friday, August 31, 2012 3:01 PM
To: Dearmin, Tom
Subject: Architectural Services for Court House project

Mr. Dearmin,

Per our conversation, I agree to subcontract to Halff Associates for Architectural and Structural Engineering services to design ramps, stairs, decks and canopies for the temporary buildings being installed at the northwest corner of the Hidalgo County Courthouse property. The design shall meet the requirements of all applicable codes. I intend to subcontract CLH Engineering, Inc. for the Structural Engineering portion of this work.

Our proposed fee of $12,000.00 includes $9,000 for Architectural Services and $3,000 for Structural Engineering. This fee includes design as well as coordination meetings and limited construction phase services including periodic inspections and project meetings. Please coordinate with me for preparation of contract documents.

I appreciate the opportunity and look forward to working with you on this project. Please let me know if you have any questions.

Respectfully,
Steve

DANNENBAUM
Steven L McGarraugh AIA
Project Architect
Dannenbaum Engineering Company – McAllen, LLC
1109 Nolana Loop, Suite 208
McAllen, Texas 78504
(956)682-3677 Office
(956)429-0542 Direct
(956)686-1822 Fax
(956)456-9828 Mobile
steve.mcgarraugh@dannenbaum.com

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 8/30/2012

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).

PRODUCER	CONTACT NAME:	
Barmore Insurance Agency 8511 Sam Houston Parkway E Houston TX 77075	PHONE (A/C, No, Ext): 713-209-2800	FAX (A/C, No): 713-209-2899
	E-MAIL ADDRESS:	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
DANNE-1	INSURER A : Continental Casualty	20443
Dannenbaum Engineering Corp., ETAL P O Box 22292 Houston TX 77027	INSURER B : Valley Forge Insurance Co	20508
	INSURER C : Continental Insurance Co.	35289
	INSURER D : Transportation Ins. Co.	20494
	INSURER E : Catlin Specialty Insurance	15989
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 1266564351 **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	
C	GENERAL LIABILITY			2053853648	6/1/2012	6/1/2013	EACH OCCURRENCE	$1,000,000
	[X] COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$700,000
	[ ] CLAIMS-MADE [X] OCCUR						MED EXP (Any one person)	$5,000
	[X] Cont. Liab.Incld						PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	[ ] POLICY [X] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$2,000,000
								$
B	AUTOMOBILE LIABILITY			1015348305	6/1/2012	6/1/2013	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	[X] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS [ ] NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
A	[ ] UMBRELLA LIAB [X] OCCUR			2053853049	6/1/2012	6/1/2013	EACH OCCURRENCE	$10,000,000
	[X] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$10,000,000
	[ ] DED [ ] RETENTION $							$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N	N/A		1022022126	6/1/2012	6/1/2013	[X] WC STATU-TORY LIMITS [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH)						E.L. EACH ACCIDENT	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000
E	Professional Liability Claims Made RET Date 4/1/03			AEH254055021	4/1/2012	4/1/2013	Per Claim Aggregate	2000000 4000000

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

Professional Services Agreement No. C-11-097-05-10;Remodeling, Alterations and Repairs to existing structures and/or buildings under a form of an AIA Agreement as required within the areas of Hidalgo County Precinct No.4 ;DEC Project No. 0047-10

See Attached...

CERTIFICATE HOLDER

Hidalgo County
3100 South Business Highway 281, Suite D
Endinburg TX 78539

CANCELLATION

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

JM Barmore

© 1988-2010 ACORD CORPORATION. All rights reserved.

AGENCY CUSTOMER ID: DANNE-1

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Barmore Insurance Agency		Dannenbaum Engineering Corp., ETAL P O Box 22292 Houston TX 77027
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

The General Liability and Auto policy includes a Blanket additional insured endorsement that provides additional insured status only when there is a written contract between the named insured and the certificate holder that requires such status.

The General Liability, Auto and Workers' Compensation policy includes a Blanket waiver of subrogation endorsement that provides this feature only when there is a written contract between the named insured and thecertificate holder that requires such status.

The General Liability is primary and non-contributory to other insurancewhen required by written contract.

Workers Compensation includes coverage for executive officers.

30-Day Notice of Cancellation is provided per the policy terms and conditions.

FULL NAMED INSURED: Dannenbaum Engineering Corporation; Office Properties,Inc., Civil Engineering Corporation, A Dannenbaum Engineering Company; Dannenbaum Engineering Corp/Klotz Associates,Inc., A Joint Venture;Dannenbaum Environmental Corporation; Engineering Holding Corporation;Dannenbaum Engineering Company-Houston,LLC; Dannenbaum Engineering Company-Austin,LLC; Dannenbaum Engineering Company-Dallas,LLC; Dannenbaum Engineering Company-Fort Worth,LLC; Dannenbaum Engineering Company-McAllen,LLC.;Dannenbaum Engineering Company-Laredo,LLC; Grand Parkway Consultants,LLC;Dannenbaum/Gerwick Joint Venture; Dannenbaum, Dodson & ECS ,Joint Venture;Dannenbaum Engineering Company-El Paso,LLC, DECTEC, LLC, DSM JTF, Dannenbaum, Dodson and Terra Nova JV

© 2008 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

Monday, August 27, 2012

Hidalgo County Commissioner's Court
100 East Cano, 1st Floor
(Commissioner's Court Room)
Edinburg, Texas 78539

Ref: Work Authorization #01 Modular Building Additions Hidalgo County Courthouse – A/E Design Services necessary to produce Construction Documents for (#1) Design infrastructure for three (3) modular buildings being supplied by Ramtech through Contract #335-10, Project #2012-204-0GG (#2)Provide design of revised parking lots with fencing.

Per our Contract C-11-291-01-24, Article 14, Halff Associates request approval to subcontract with Anthony Covacevich, Registered Accessibility Specialist, for ADA Compliance work related the project listed above in Work Authorization #01.

A copy of Anthony Covacevich, Registered Accessibility Specialist is attached. Halff Associates and Anthony Covacevich shall adhere to Article 14 as stated in the contract. Should you need any additional information, please do not hesitate to let me know as soon as possible at 956-664-0286.

Sincerely,

Merton J. Murray, III, PE, LEED AP
Vice President/ Branch Manager

Thursday, August 16, 2012

Anthony Covacevich
Registered Accessibility Specialist #97
401 Southgate Circle
Weslaco, Texas 78596
956.279.0910

Proposal to Halff Associates, Inc. Modular building addition to Hidalgo County Courthouse

Tom,

After reviewing the site plan and plans for the modular, I proposed to do the plans review for these two modular and the site for $600 plan review, $750 for inspection and the $175 registration fee (register as one project). This will include any meetings I may need to have with you or the County.

Thanks!

Anthony Covacevich
Registered Accessibility Specialist #97

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/25/2012

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).

PRODUCER	CONTACT NAME: MONTALVO INS AGENCY INC
DELTA GENERAL AGENCY PO BOX 2045 HOUSTON TX 77252	PHONE (A/C, No, Ext): 956-968-5521 FAX (A/C, No): 956-969-9198 E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A: CENTURY SURETY COMPANY — 36951
INSURED COVACEVICH,ANTHONY 401 SOUTHGATE CIRCLE WESLACO TX 78596	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **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	
A	GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC	Y		CCP785680	05/16/2012	05/16/2013	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ Excluded
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ Excluded
								$
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [ ] HIRED AUTOS [ ] NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					[ ] WC STATU-TORY LIMITS [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

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

CERTIFICATE HOLDER	CANCELLATION
HIDALGO COUNTY 2812 S. BUSINESS HWY 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

© 1988-2010 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

tdlr Texas Department of Licensing and Regulation

P. ox 12157 Austin, Texas 78711
800-803-9202 / TDD: 800-735-2989

License Data Search Results: Search Again | Back

Registered Accessibility Specialists 8 Records Found

License#	Exp Date	Name	City	Zip	County	Phone
RAS - 97	02/27/2013	COVACEVICH, ANTHONY	WESLACO TX	78596	HIDALGO	(956) 279-0910
RAS - 131	02/10/2012 Expired	GUERRERO, JOSE R	MCALLEN TX	78501	HIDALGO	(956) 279-5584
RAS - 158	01/11/2013	SAENZ, ROBERT J	MCALLEN TX	78504	HIDALGO	(956) 533-9838
RAS - 257	07/07/2013	MOLINA, RODOLFO R JR	MCALLEN TX	78501	HIDALGO	(956) 688-5656
RAS - 413	03/09/2011 Expired	THOMPSON, LARRY E	PHARR TX	78577	HIDALGO	(956) 207-0590
RAS - 1019	11/18/2012	HERNANDEZ, ROBERTO	MISSION TX	78572	HIDALGO	(956) 451-8148
RAS - 1020	08/17/2012	GAMA, JUAN	MCALLEN TX	78504	HIDALGO	(956) 607-8059
RAS - 1230	11/09/2012	MENDEZ, JOSE LUIS JR	SAN JUAN	78589	HIDALGO	(956) 342-6460

If license not found, please contact Customer Service at 800-803-9202

Search Again | Back

Privacy and Security Policy | Accessibility | Open Records Policy | Link Policy | Compact with Texans
Texas Online | TRAIL Search | Texas Homeland Security | Links | Where the Money Goes

TEXAS MOTOR VEHICLE - INSURANCE CARD

This policy provides at least the minimum amounts of liability insurance required by the Texas Motor Vehicle Safety Responsibility Act for the specified vehicle and named insureds and may provide coverage for other persons and other vehicles as provided by the insurance policy.

Insurance Company

State Farm Mutual Automobile Insurance Company

Agent or Producer **6040-116**

RUBEN CARDENAS
PHONE# (956)968-4554

TEXAS OPERATION CENTER PHONE # 1-800-252-7645

Vehicle - Year, Make, Model of Covered Vehicle, VIN

2 2002 TOYOTA AVALON
4T1BF28B42U222752
3 2008 DODGE DAKOTA
1D7HE38K58S570187

Policy Number **071 7105-B21-53H**
SFPP 0048569525

Insured **COVACEVICH, ANTHONY & LETICIA**
401 SOUTHGATE CIR
WESLACO TX 78596-7024

Renewal Effective Date **AUG 21 2012** to Renewal Expiration Date **FEB 21 2013**

Coverages

VEH 2 A B2 D1-200 D2-500 H120 R35 C 565A
VEH 3 A B2 D1-200 D2-500 H120 R35 C

Drivers: **ANTHONY LETICIA**
MARIA ANDRES

MUTL VOL

(o1b031me)

KEEP THIS LIABILITY INSURANCE CARD

Affidavit & Indemnity Agreement

Date: 9/10/2012

Affiant: Anthony Covacevich
ACC

Affiant on oath swears that the following statements are true and are within the personal knowledge of Affiant.

Affiant, Anthony Covacevich dba ACC states he is a sole proprietor doing business as Anthony Covacevich Consultants with Hidalgo County under a subcontractual agreement with — dated —. Affiant will provide Texas Accessibility Standards Services

Affiant further states that he has no employees and does not anticipate employing any during the term of this contract. In the event Affiant does employ any staff during the contract, Affiant shall immediately notify Hidalgo County and obtain the Workers Compensation required by law. Affiant further acknowledges that failure to do so will result in cancellation of the purchase order.

Affiant agrees to indemnity, defend and hold harmless the County of Hidalgo and its agents, employees and elected officials from and against any and all claims, suits, demands and causes of action, of any kind or nature, arising out of or in any way relating to the services performed by Affiant

Further Affiant sayeth not.

Anthony Covacevich

SWORN AND SUBSCRIBED TO under oath before me on 09/10/12

NOTARY PUBLIC STATE OF TEXAS
SYLVIA ANCISO
Notary Public
STATE OF TEXAS
My Comm. Exp. 06-27-2015

Notary Public, State of Texas

Monday, August 27, 2012

Hidalgo County Commissioner's Court
100 East Cano, 1st Floor
(Commissioner's Court Room)
Edinburg, Texas 78539

Ref: Work Authorization #01 Modular Building Additions Hidalgo County Courthouse – A/E Design Services necessary to produce Construction Documents for (#1) Design infrastructure for three (3) modular buildings being supplied by Ramtech through Contract #335-10, Project #2012-204-0GG (#2)Provide design of revised parking lots with fencing.

Per our Contract C-11-291-01-24, Article 14, Halff Associates request approval to subcontract with Raba Kistner Consultants, Inc., Geotechnical Report work related the project listed above in Work Authorization #01.

A copy of Raba Kistner Consultants, Inc. proposal is attached. Halff Associates and Raba Kistner Consultants, Inc., shall adhere to Article 14 as stated in the contract. Should you need any additional information, please do not hesitate to let me know as soon as possible at 956-664-0286.

Sincerely,

Menton J. Murray, III, PE, LEED AP
Vice President/ Branch Manager

RABA
CONSULTANTS

Proposal No. PMA12-070-00
August 16, 2012

Mr. Thomas E. Dearmin, P.E., LEED®AP
Electrical Department Manager
Halff Associates, Inc.
5000 West Military, Suite 100
McAllen, Texas 78503

Re: **Proposal for Geotechnical Engineering Services**
Proposed Two County Courts Building Additions to the
Hidalgo County Courthouse Facility
100 North Closner Boulevard (U.S. Business 281)
Edinburg, Hidalgo County, Texas

Dear Mr. Dearmin:

On the basis of the documents provide to our office via electronic-mail attachment on Tuesday, August 14, 2012 and our telephone conversations held with you throughout this week, we thank you for selecting **Raba Kistner Consultants, Inc. (RKCI)** to submit this quote for Geotechnical Engineering Services to Halff Associates, Inc. (CLIENT) for the above-referenced project. The broad objectives of our study will be to determine subsurface conditions at the subject site and to provide foundation design and construction recommendations for the proposed county courts building additions. Described in this letter are:

- our understanding of pertinent project characteristics;
- our proposed scope for field and laboratory study;
- our proposed scope for engineering evaluation and reporting;
- our tentative project schedule; and
- our project lump sum fee.

PROJECT DESCRIPTION

We understand that the proposed project consists of the design and construction of: 1) a single-story, rectangle-shaped, free-standing, approximately 5,264 ft^2, six office capacity (with two courtrooms) modular building and 2) a single-story, rectangle-shaped, free-standing, approximately 7,952 ft^2, twelve office capacity (with three courtrooms) modular building to be located within the northwestern portion of the existing Hidalgo County Courthouse facility, situated at 100 North Closner Boulevard (U.S. Business 281) in Edinburg, Hidalgo County Texas. The proposed county courts building additions are expected to create relatively light to moderate loads to be carried by the foundation systems, which are planned to be either shallow or deep foundation systems. We understand that the area proposed for the building additions is an asphalt-paved parking lots area, currently used by the courthouse staff.

FIELD STUDY

To assess subsurface conditions at the subject site, we propose to conduct two borings within the footprints of the proposed building additions extending down to maximum depths of 25 ft each below the existing pavement surface elevations. Borings will be located in the field utilizing tape and right angle measurements from existing benchmarks. Our scope of services does not include surveying of the boring locations. However, RKCI recommends that the final boring locations be surveyed in the field by the CLIENT or their representative.

Samples will be taken using conventional split-spoon and/or Shelby tube sampling techniques in general accordance with applicable American Society for Testing and Materials (ASTM) standards. Representative portions of the samples will be sealed, identified, packaged, and transported to our laboratory for subsequent testing and classification.

Upon completion of drilling activities, water level readings, if applicable, will be recorded in the open boreholes and the boreholes will be backfilled using the auger cuttings generated during the drilling operations. The upper two inches of each borehole will be patched with cold-mix asphalt up to the existing asphalt-paved surface level.

LABORATORY STUDY

Upon completion of the subsurface exploration, a general testing program will be designed to define the classification and shrink/swell characteristics of the subsurface strata. The laboratory testing is anticipated to include moisture content tests, Atterberg Limits (plasticity) tests, unconfined compressive strength determinations, dry unit weight determinations, a corrosivity testing (including pH, electrical resistivity, and sulfate and chloride content determinations), and grain size analyses. The laboratory testing will be performed in general accordance with applicable ASTM standards.

ENGINEERING ANALYSIS AND REPORT

The results of the field and laboratory phases of the study will be reviewed by our staff of engineers. The results of our review, together with the supporting field and laboratory data, will be presented in a written, engineering report. Included therein will be recommendations concerning the design and construction of the foundation and pavement systems for the proposed county courts building additions. The Geotechnical Engineering Report may also include the following information and recommendations:

- A summary of the field and laboratory sampling and testing program;
- Boring logs and laboratory testing results;
- A review of the general site conditions including a description of the site, the subsurface stratigraphy, groundwater conditions, and the presence and condition of fill materials, if encountered.
- Foundation design considerations and recommendations, including:

  - expansive, soil-related movements using an empirical method for predicting Potential Vertical Rise (PVR) developed by the Texas Department of Transportation (TxDOT);
  - methods for reducing expansive, soil-related movements to about 1 inch; which is the typical tolerance for ground-supported floor slabs in this region;
  - shallow and/or deep foundation recommendations;
  - available soil-bearing pressures;
  - settlement estimations, where applicable; and
  - groundwater considerations.
- Foundation construction considerations, including:
  - site drainage;
  - site preparation;
  - select fill materials;
  - shallow and/or deep foundation excavations;
  - potential reuse of on-site materials as select fill materials;
  - excavation considerations; and
  - fill placement compaction requirements.
- Seismic region condition evaluations.

Also included in the report will be general guidelines for the construction of pavements for the proposed parking and driveway areas. These guidelines will be based on the results of classification testing completed on specimens from the pavement areas and on our experience with similar soils.

Since site grading plans can result in changes in the foundation and pavement subgrade conditions, final site grading plans will be helpful information in the preparation of engineering recommendations. In the absence of final site grading information, we will prepare recommendations based on the existing ground surface elevations. Also, specific information concerning anticipated traffic loadings and frequencies for the pavement areas will be critical in the preparation of pavement recommendations.

The final report will be reproduced in three, spirally-bound copies.

TENTATIVE PROJECT SCHEDULE

Based on our present workload and weather permitting, it is anticipated that the field exploration phase of this study can begin within three working days of receiving written authorization to proceed, provided that the site is accessible to our truck-mounted drill rigs and the CLIENT has supplied us with all available information regarding existing utilities and below-grade structures on site. The field exploration and laboratory testing phases of the study are expected to take approximately five working days to complete. The engineering report will be submitted within an additional four working days following completion of

the laboratory testing. The above schedule does not account for delays due to inclement weather. We will be pleased to provide the design team with verbal design information as the data becomes available.

LUMP SUM COST

The total lump sum cost for the study outlined herein is $5,000.00. Please note that this lump sum cost reflect the overtime that will be charged by our staff members in order to expedite and submit our report within the time-frame presented in this contract document.

Should unusual subsurface conditions be encountered in the field which indicate the desirability of significantly broadening the scope of the study, we will contact you to receive written authorization before proceeding with any additional work. Additional services will be billed on a unit basis in accordance with our standard fees as indicated on the attached Schedule of Fees for Professional Services.

RKCI has been provided with a site plan from the CLIENT, illustrating the location of the proposed county courts building additions. It is our understanding that access to all boring locations for a conventional, truck-mounted drilling rig and underground utility clearance will be provided by the CLIENT prior to our field exploration services.

It should be noted that our study scope (and project cost) do not include plan review or earthwork and foundation excavation observations during the construction of the project. However, plan review and construction observation costs should be included in the project budget.

It should also be noted that our study scope (and project cost) do not include professional time or travel expenses for participation in design team meetings. If these services are required, they will be billed at our standard billing rates for professional time plus expenses.

ACCEPTANCE

We appreciate the opportunity of submitting this proposal and look forward to working with you in the development of this project, which will be carried out accordance with this letter and the following attachments:

Attachment	Description
i	Standard Terms and Conditions
ii	Schedule of Fees

Please return one signed original of this contract to provide written authorization for our firm to commence work on the services outlined herein. Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Dallas County, Texas 75397-1037.

RKCI considers the data and information contained in this proposal to be proprietary. This statement of qualifications and any information contained herein shall not be disclosed and shall not be duplicated or used in whole or in part for any purpose other than to evaluate this proposal.

Very truly yours,

RABA KISTNER CONSULTANTS, INC.

Accepted By: _____
(Signature)

Jorge L. Perez
Graduate Engineer

_____
(Typed or Printed Name)

Katrin M. Leonard, P.E.
Manager, Engineering Services

_____
(Title)

Copies submitted: Above (2)

_____
(Date)

JLP/KML

RABA KISTNER

STANDARD TERMS AND CONDITIONS

1. **SERVICES.** Raba Kistner, Inc., by and through one of its subsidiaries (Raba Kistner Consultants, Inc., Raba Kistner Environmental, Inc., Raba Kistner Facilities, Inc. or Raba Kistner Infrastructure, Inc.) (the relevant subsidiary, being engaged to provide the services to CLIENT in connection with the delivery of this instrument, is referred to as "RK" herein) is being engaged by the CLIENT to render professional services involving only RK's tests and observation reports, advice, judgment and opinion. RK shall apply professional judgment in determining the extent to which RK complies with any given standard identified in RK's instruments of professional services.

2. **INFORMATION PROVIDED BY CLIENT.** CLIENT may provide or direct RK to utilize or rely upon certain information in the performance of RK's services. RK will not conduct an independent evaluation of the accuracy or completeness of such information and shall not be responsible for any errors or omissions in such information. The CLIENT shall be responsible for providing the location of all underground utilities and other structures in the vicinity of our borings or excavations. RK will not accept responsibility and will not be liable for affecting or damaging any underground utility, underground storage tank, or other subsurface condition not previously identified and located, or improperly located, by the CLIENT, a utility, or a utility locating agency.

3. **SITE ACCESS AND SITE SAFETY.** CLIENT shall provide right-of-entry to the buildings and sites which are the subjects of RK's services. CLIENT represents that it possesses authority for such right-of-entry and that the building/site operator(s) possess the necessary permits and licenses for current activities at the site. RK shall be responsible for supervision and site safety measures of its own employees and subconsultants and shall not be responsible for the supervision or health and safety precautions of any other parties, including CLIENT, CLIENT'S contractors, subcontractors, or other parties present at the site.

4. **SUBSURFACE EXPLORATIONS.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. CLIENT understands RK's layout of boring and test locations is approximate and that RK may deviate a reasonable distance from those locations. RK will take reasonable precautions to reduce damage to the site when performing services; however, CLIENT accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the scope of services.

5. **CHANGED CONDITIONS.** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to RK are uncovered or revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, RK may call for renegotiation of appropriate portions of this Agreement. RK shall notify the CLIENT of the changed conditions necessitating renegotiation, and RK and the CLIENT shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If changes cannot be agreed to with respect to changed conditions, the parties shall utilize the Dispute Resolution/Litigation procedures in this Agreement.

6. **TESTING AND OBSERVATIONS.** CLIENT understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. RK will provide test results and opinions based on tests and field observations only for the work tested. CLIENT understands that testing and observation are not continuous or exhaustive, and are conducted to reduce – not eliminate – project risk. CLIENT agrees to the level or amount of testing performed and the associated risk. CLIENT is responsible (even if delegated to contractor) for notifying and scheduling RK so RK can perform these services. RK shall not be responsible for the quality and completeness of contractor's work or their adherence to the project documents, and RK's performance of testing and observation services shall not relieve contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. RK will not supervise or direct the work performed by contractor or its subcontractors and is not responsible for their means and methods.

7. **ESTIMATE OF FEES FOR CONSTRUCTION AND MATERIALS TESTING SERVICES.** If included as part of RK's proposal, RK will, to the best of its ability, perform the scope of services related to Construction and Materials Testing Services within the proposed fee estimate provided by RK. RK's proposal fees are based upon an estimate of the services required to meet the requirements of the project as listed in the specification and following generally accepted engineering practices. The CLIENT recognizes that unforeseen circumstances along with changes in scope and project/contractor's schedules can influence the successful completion of the scope of services within the estimated proposed fees. Because the contractor has sole control over the project and determines the means and methods used to build/construct the project, RK's service fees are estimates and not lump sum or guaranteed maximum fees. The CLIENT is fully responsible for payment of all services provided, including retests of contractor's failed areas.

8. **RIGHT TO RETAIN SUB-CONSULTANTS.** CLIENT acknowledges that while performing the services and work products, situations or circumstances may occur where RK determines that in its judgment the services of sub-consultants may be necessary.

9. **TOXIC AND HAZARDOUS MATERIALS.** CLIENT shall provide RK with all information within CLIENT'S possession or knowledge as to the potential or presence of toxic or hazardous materials or pollutants at the site. CLIENT agrees that RK neither created nor contributed to the creation or existence of any toxic or hazardous materials or pollutants. In no event shall RK be required to sign a hazardous waste manifest or take title to any toxic or hazardous materials or pollutants. If unanticipated toxic or hazardous materials or pollutants are encountered while performing RK's services, RK reserves the right to stop field operations and notify the CLIENT and CLIENT assumes responsibility to notify appropriate regulatory agencies. RK and CLIENT must mutually agree to remobilize.

10. **NO THIRD-PARTY BENEFICIARIES.** The services and any report prepared under this Agreement are for the sole benefit and sole use of CLIENT and are not for the use of any other party or person. Only CLIENT may rely upon the services and any report or work product. Nothing in this Agreement, or any subsequent amendments or modifications, or in any report issued under this Agreement, shall create a contractual relationship with or a cause of action in the favor of any third party against either RK or CLIENT.

11. **LEED PROJECTS.** Unless specifically addressed elsewhere in this agreement, RK has no responsibility or liability, including duty to defend or duty to indemnify, any party (including but not limited to CLIENT, owner, owner's agents, architects, engineers, contractors, construction managers, subcontractors) for the LEED certification process including: developing, producing, or retaining any documentation relating to the calculation of LEED points; and attainment of LEED certification points or LEED ratings.

12. **STANDARD OF CARE.** RK shall perform its professional services in accordance with the standard of care and diligence normally practiced by recognized professional firms in performing services of a similar nature, in the same locality, under similar circumstances. CLIENT expressly acknowledges that RK makes no other warranties or guarantees, expressed or implied, regarding its professional services or its work products.

13. **LIMITATION OF LIABILITY.** To the greatest extent permitted by law, CLIENT'S sole remedy against RK for claims and liabilities in any way arising out of or directly or indirectly related to the error, omission, or other professional negligence of RK's work for CLIENT will not exceed an aggregate limit of $100,000 or the amount of RK's fee, whichever is greater for that portion of RK's work found to be defective, regardless of the legal theory which remedy is sought, whether based on negligence [whether sole or concurrent, active or passive], breach of contract, breach of warranty, strict liability or otherwise.

14. **CONSEQUENTIAL DAMAGES.** Neither CLIENT nor RK will be liable to the other for any special, consequential, incidental or penal losses or damages including but not limited to losses, damages or claims related to the unavailability of property or facilities, shutdowns or service interruptions, loss of use, profits, revenue, or inventory, or for use charges, cost of capital, or claims of the other party and/or its customers.

15. **SUSPENSION OF SERVICES.** If the CLIENT fails to make payments when due or otherwise is in breach of this Agreement, RK may suspend performance of services upon seven (7) calendar days' notice to the CLIENT. RK shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension. Upon payment in full by the CLIENT, RK may resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for RK to resume performance. Payment of invoices shall not be subject to any discounts or set-offs by the CLIENT unless agreed to in writing by RK. Payment to RK for services rendered and expenses incurred will be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.

16. **INDEMNIFICATION. TO THE FULLEST EXTENT PERMITTED BY LAW, RK AGREES TO INDEMNIFY AND HOLD THE CLIENT HARMLESS FROM AND AGAINST LIABILITIES, DAMAGES AND COSTS TO THE EXTENT CAUSED BY RK'S NEGLIGENT PERFORMANCE OF SERVICES UNDER THIS AGREEMENT AND TO THE EXTENT THAT RK IS RESPONSIBLE FOR THE LIABILITIES, DAMAGES AND COSTS ON A COMPARATIVE BASIS OF FAULT AND RESPONSIBILITY BETWEEN RK AND THE CLIENT. NEITHER CLIENT NOR RK IS RESPONSIBLE FOR DAMAGES OR LIABILITIES CAUSED BY THE NEGLIGENCE OF THE OTHER PARTY. IN NO EVENT SHALL THE INDEMNIFICATION OBLIGATION EXTEND BEYOND THE DATE WHEN THE INSTITUTION OF LEGAL OR EQUITABLE PROCEEDINGS FOR PROFESSIONAL NEGLIGENCE WOULD BE BARRED BY AN APPLICABLE STATUTE OF REPOSE OR STATUTE OF LIMITATIONS. THIS INDEMNIFICATION EXPRESSLY EXCLUDES THE DUTY OF RK TO DEFEND THE CLIENT. HOWEVER, THE ABSENCE OF THE DUTY TO DEFEND SHALL NOT PRECLUDE THE CLIENT FROM SEEKING RECOVERY OF ITS REASONABLE ATTORNEYS' FEES AS PART OF ITS DAMAGES. THE CLIENT AGREES TO LOOK SOLELY TO THE CORPORATE ASSETS, INCLUDING BUT NOT LIMITED TO INSURANCE POLICIES, OF RK, WITH RESPECT TO SATISFACTION OF ANY LIABILITIES THAT MAY ARISE OUT OF THE PERFORMANCE OF THIS AGREEMENT. ACCORDINGLY, NO EMPLOYEE, PRINCIPAL, DIRECTOR, OFFICER, PARTNER, OR SHAREHOLDER OF RK SHALL BE SUBJECT TO ANY PERSONAL LIABILITY ARISING OUT OF OR RELATING TO THE PERFORMANCE OF THIS AGREEMENT.**

17. **DISPUTE RESOLUTION/LITIGATION.** All claims, disputes, and other controversy between RK and CLIENT arising out of or in any way related to the services provided by RK shall be submitted to mediation, before and as a condition precedent to other remedies provided by law. If a dispute at law arises related to these services and that dispute requires litigation as provided above, the CLIENT assents to personal jurisdiction in the State of RK's principal place of business; the claim will be brought and tried in judicial jurisdiction of the court of the county where RK's principal place of business is located, and CLIENT waives the right to remove action to any other county or jurisdiction; and the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' and expert witness fees, and other claim-related expenses. As a condition precedent to mediation of any claim arising out of the services provided under this Agreement, CLIENT shall obtain the written opinion from a registered, independent, and reputable professional engineer that RK has violated the standard of care applicable to RK's performance of services, in a form that meets the requirements of Texas Civil Practice & Remedies Code Chapter 150.

18. **TERMINATION OF CONTRACT.** CLIENT and RK may terminate services at any time upon ten (10) calendar days' written notice. In the event of termination, CLIENT agrees to fully compensate RK for services performed including reimbursable expenses through the termination date, as well as reasonable demobilization expenses. RK will terminate services without waiving any claims or incurring any liability.

19. **STATUTE OF LIMITATIONS.** Any applicable statute of limitations will commence to run and any cause of action shall be deemed to have accrued not later than the earlier of the following: (1) the date on which RK issues its report under this Agreement; or (2) if RK is retained to perform construction observation, the date of substantial completion of the project.

20. **FORCE MAJEURE.** Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control ("Force Majeure") including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected. Force Majeure may not be claimed as a cause for delay in payment of money due and payable hereunder.

21. **NO ASSIGNMENT.** Neither RK nor CLIENT shall assign, sublet, or transfer its interest in this Agreement without the express written consent of the other.

22. **SEVERABILITY.** Each provision of this Agreement is intended to be severable. If any terms or provisions of this agreement shall be held to be invalid, illegal, or unenforceable for any reason whatsoever, the validity, legality, and enforceability of the remaining provisions hereof shall remain in full force and effect and shall not in any way be affected or impaired thereby. Moreover, to the maximum extent allowed by law, the Parties hereto stipulate that any offending provisions will be modified or altered, as necessary, so as to give such provision the maximum permissible effect and application intended.

23. **ENTIRE AGREEMENT.** This Agreement, and all of its attachments, constitutes the entire, integrated Agreement between the Parties to it, and this Agreement supersedes all other Agreements, oral or written between the Parties, concerning the subject set forth in this Agreement. This Agreement may not be amended except in writing, with that amendment being signed by both Parties.

RABA KISTNER

SCHEDULE OF FEES FOR PROFESSIONAL SERVICES

PERSONNEL:

Principal	$135 to $250/hour
Professional	$70 to $200/hour
Auto Cad Operator	$65 to $110/hour
Technical/Clerical/Administrative	$40 to $80/hour

The specific hourly rate within each classification listed above depends on the experience, special training, and qualifications of the personnel needed for the project. For projects requiring work at any hazardous waste site, there will be a $10 per hour surcharge added to the normal billing rate for all personnel. Consultants to Raba Kistner (RK) will be charged according to their professional classification.

EXPENSES: Use of company automobiles will be charged at $1.00 per mile. Automobiles and light trucks assigned to field sites will be charged at $70.00 per day, plus $1.00 per mile over 50 miles per day. Copies will be charged at $0.25 per page.

Other project specific charges for use of RK equipment or for RK testing will be in accordance with established fee schedules. All other project specific, third-party costs will be charged at cost plus 15 percent.

Invoices will be submitted monthly for work in progress in our standard format. They are due and payable upon receipt and become past due 30 days after the billing date. Past due invoices may be subject to late charges at the rate of 1-1/2 percent per month (18 percent per annum). In the event that the State of Texas legislates a sales tax on Professional Services, the amount of the tax will be PAYMENT added to the appropriate service rate charged. Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037.

Preparation of non-standard invoice will be charged on a time and materials basis in accordance with the rates in this fee schedule.

CONDITIONS: Services will be performed in accordance with our Standard Terms and Conditions.

The proposal to which this schedule is an attachment is valid for 90 days from the date of the proposal.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 9/27/2011

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).

PRODUCER	CONTACT NAME: Janet Hajek
Catto & Catto 217 East Houston Street Suite 100 San Antonio TX 78205-2694	PHONE (A/C, No, Ext): 210-222-2161 FAX (A/C, No): 210-222-1618 E-MAIL ADDRESS: jhajek@catto.com PRODUCER CUSTOMER ID #: Manuel Zuniga

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
Raba-Kistner Consultants Inc. P.O. Box 690287 San Antonio TX 78269-0287	INSURER A: American Guarantee & Liability	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1641289471 **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	
A	GENERAL LIABILITY			GLA3994747	10/1/2011	10/1/2012	EACH OCCURRENCE	$1,000,000
	[X] COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$100,000
	[ ] CLAIMS-MADE [X] OCCUR						MED EXP (Any one person)	$5,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	[ ] POLICY [X] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$2,000,000
								$
A	AUTOMOBILE LIABILITY			GLA3994747	10/1/2011	10/1/2012	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
	[X] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS						BODILY INJURY (Per accident)	$
	[ ] SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	$
	[ ] HIRED AUTOS							$
	[ ] NON-OWNED AUTOS							$
A	[X] UMBRELLA LIAB [X] OCCUR			UMB3994749	10/1/2011	10/1/2012	EACH OCCURRENCE	$2,000,000
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$2,000,000
	[ ] DEDUCTIBLE							$
	[X] RETENTION $10,000							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			WC3994748	10/1/2011	10/1/2012	[X] WC STATU-TORY LIMITS [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000

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

RE: County Goverment Center Building (proposed)
The County of Hidalgo, TX is named as Additional Insured with respect to GL, Auto and Umbrella. Waiver of Subrogation is granted in favor of Additional Insured with regard to all policies.

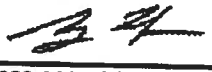
CERTIFICATE HOLDER

County of Hidalgo, Texas
100 E. Cano St.
4th Floor - Purchasing Department
Edinburg TX 78539

CANCELLATION

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



© 1988-2009 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/16/2012

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).

PRODUCER
Wortham Insurance & Risk Management
P.O. Box 795008
San Antonio, TX 78279

www.worthamsa.com

CONTACT NAME:
PHONE (A/C, No, Ext): 210-223-9171 FAX (A/C, No): 210-223-2806
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Lexington Insurance Company	19437
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Raba Kistner Inc
12821 W Golden Ln
San Antonio TX 78249

COVERAGES CERTIFICATE NUMBER: 13601022 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	
	GENERAL LIABILITY						EACH OCCURRENCE	$
	☐ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
	☐ CLAIMS-MADE ☐ OCCUR						MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$
	☐ POLICY ☐ PRO-JECT ☐ LOC							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	☐ ANY AUTO						BODILY INJURY (Per person)	$
	☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	☐ HIRED AUTOS ☐ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
								$
	☐ UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	☐ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	☐ DED ☐ RETENTION $							$
								$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						WC STATU-TORY LIMITS / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability Claims Made Policy Form			031428157	7/18/2012	7/18/2013	$2,000,000 Each Claim $2,000,000 Aggregate	

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

Project Name - CMT services Contract

CERTIFICATE HOLDER

Hildago County
Attn: Elena Gomez
2802 S. Business Highway 281
Edinburg TX 78539

CANCELLATION

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

Diane Hoskins

(SA) Diane Hoskins

© 1988-2010 ACORD CORPORATION. All rights reserved.

JUL 23 2012

AGENCY CUSTOMER ID: 22RABAKCON

LOC #:

ACORD

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Wortham Insurance & Risk Management	Raba Kistner Inc 12821 W Golden Ln San Antonio TX 78249
POLICY NUMBER	
031428157	
CARRIER / NAIC CODE	EFFECTIVE DATE: 7/18/2012
Lexington Insurance Company / 19437	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability (05/10)

CERTIFICATE HOLDER: Hildago County Attn: Elena Gomez

ADDRESS: 2802 S Business Highway 281 Edinburg TX 78539

Additional Named Insureds:

Raba Kistner Consultants Inc
Raba Kistner Infrastructure Inc
Raba Kistner Environmental Inc
Raba Kistner Facilities Inc
Raba Ingenieros S. de R. L. de C. V.

© 2008 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

ATTACHMENT

APPROVED

AI-33976 **Purchasing Department 18. A. 4.**
CC REGULAR
Meeting Date: 09/04/2012
Submitted For: Martha L Salazar **Submitted By:** Letty Saenz, PURCHASING DEPT.
Department: PURCHASING DEPT.

Information

CAPTION

a. Pursuant to Article 14 of the current agreement-C-11-291-01-24, Halff Associates is requesting approval to engage the services of sub-contractors/consultants (Raba Kistner Consultants, Inc., Dannenbaum and Anthony Covacevich) with adherence to insurance provisions required by said article;

b. Acceptance and approval of Work Authorization No. 1 (with estimated cost proposal of $ 54,850.00) as submitted by Halff Associates, Inc. for Project: (Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County Courthouse), in connection to the "on-call" agreement #C-11-291-01-24 for the purposes of: "Building Repairs/Renovation, Alterations and/or Additions to County Owned Buildings within Hidalgo County Precinct No. 4".

c. Requesting acceptance and approval of Supplemental Agreement No. 1 to Work Authorization No. 2 submitted by HALFF ASSOCIATES, INC., in the (amount of $ 9,100.00, with revised total cost amount $ 142,080.00) for the purposes of "engineering services" on the ongoing Project: (LIFE SAFETY PROJECT AT THE COURTHOUSE) in connection to agreement# C-10-340-10-19 for the purposes of: "Building Repairs, Renovations and/or Alterations to County Owned Buildings" located within Precinct No. 4 (on an as needed basis).

BACKGROUND

Work Authorization #1-Halff Associates, Inc. (Project: Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County Courthouse) in connection to Contract #C-11-291-01-24

Letter (s) from Halff (Subconsultants Raba Kistner, Dannenbaum and Anthony Covacevich)

Supplemental Agreement #1 to Work Authorization #2 submitted by Halff Assoc Inc for (Project: Life Safety at HC Courthouse) in connection to Contract #C-10-340-10-19

Fiscal Impact

FISCAL YEAR: 2012 **ACCT. #:** 2-1342-419-40-220-048-0-720
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:

FISCAL YEAR: 2012 **ACCT. #:** 1-1342-412-00-220-010-0-452
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Attachments

backup 1
backup 2
backup 3
backup

Form Review

Inbox	Reviewed By	Date
Auditor's Office	Angela Garcia	08/31/2012 04:02 PM

Form Started By: Letty Saenz Started On: 08/30/2012 11:24 AM

Final Approval Date: 08/31/2012

AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
September 4, 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 Edinburg Council Chambers, 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call** County Judge Garcia, Comm. Quintanilla, Comm. H Palacios Comm. J Palacios-Present Comm. J. Flores was out

2. **Pledge of Allegiance**

3. **Prayer**

4. **Approval of Consent Agenda**

5. **Executive Officer - Valde Guerra:**

A. 1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the "provision of legal services/representation in connection with litigation."

2. Requesting engagement with the firm of _____ for the "Provision of Legal Services/Representation in connection with Litigation" and authority to submit letter of engagement

B. Report made by Valde Guerra No Action taken

Presentation for discussion, consideration and action (if necessary) including, but not limited to the following:
a) Renovations to Former Administration Building 1st and 2nd Floors
b) Update on Courthouse Portable Building Project, other ongoing county owned building construction and renovation repair projects
c) Emergency situations occurring since last agenda meeting

C. **AI-33793** APPROVED

Health & Human Services Dept. - Environmental Division (1100):
Requesting permission / approval of travel request for Ronnie Ramirez to attend an Animal Control Officer Training Course to obtain statutorily required continuing professional education to be held on September 26-28, 2012 in Harlingen, Texas.

D. **AI-33968** APPROVED

Texas Agrilife Extension:
1. Requesting permission for Barbara Storz and three (3) staff to travel to Laredo, Texas to attend the District 12 Program Planning Workshop on September 18-19, 2012

APPROVED

Veterans Services:
2. Requesting permission for Emilio de los Santos to travel to Dallas, Texas to attend the Texas Veterans Commission (TVC) 65th Annual Statewide Training Conference on September 17-21, 2012 (TVC will provide lodging and meals; county will pay for mileage)

E. **AI-33846** APPROVED

Safety Division:
Requesting permission/approval of travel for Armando Guzman to attend the MSWA Supervisor Course to be held in Kingsville, Texas on October 15-18, 2012.

F. **AI-33758** APPROVED

Request from Love's Travel Stops & Country Stores, Inc. to use the Milo Ponce Park on Saturday, September 22, 2012 for a fund raising event to benefit the Children's Miracle Network, a non-profit organization

G. **AI-34022** APPROVED

Environmental Compliance Division:
1. Requesting approval to extend period of internship of Jacqueline Munoz as volunteer intern to assist with storm water permit activities

A. **AI-33885** 1. Requesting authorization for Hidalgo County to execute the Interlocal Cooperation Agreement between Hidalgo County and City of San Juan for the Nolana Loop Project (FM1426 to FM 88).

APPROVED

2. Acceptance and approval of the Interlocal Cooperation Agreement Project: provision of the "Undertaking a highway improvement project generally described as the Nolana Loop Project from FM 1426 to FM 88" pursuant to the approval of the Interlocal Agreement as stated above.

No Action **B.** **AI-33887** Approval of consent agreement with Irrigation District No.2 for the Minnesota Drainage Project.

16. **Precinct #4 - Comm. J. Palacios:**

APPROVED **A.** **AI-33972** Proclamation honoring Captain Ken Baker upon his retirement from Texas Parks and Wildlife Law Enforcement Division

B. **AI-33923** 1. Acceptance of resignation from Erika de la Garza as member of the Tropical Texas Behavioral Center (term expires Aug. 31, 2012)

APPROVED

2. Appointment of Sandra Solis as member to the Tropical Texas Behavioral Center for a two year term effective September 4, 2012

17. **Budget & Management - Sergio Cruz:**

A. **AI-33944** Presentation and discussion on the Monthly Budget Report for the month of July 2012.

B. **AI-33824** 1. Discussion, consideration and action to enter into The Texas VINE Annual Maintenance Grant Contract - fiscal year 2013 with the Office of the Attorney General of Texas and authorization for County Judge to sign the required documents.

APPROVED

APPROVED 2. Approval of Certification of Revenues as certified by the County Auditor for the Texas VINE Annual Maintenance Grant.

APPROVED 3. Approval of of appropriation of funds for the Texas VINE Program in the amount of $29,174.00.

APPROVED 4. Discussion, consideration and action to enter into a Service Agreement Renewal between Appriss and Hidalgo County for the period of September 1, 2012 to August 31, 2013 in the amount of $29,174.00 and authorization for County Judge to sign the required documents.

C. **Budget Appropriations:**

1. **AI-33804** Pct #4 Drainage Improvement Project (1200):
a. Approval of Certification of Revenues as certified by the County Auditor for Pct. #4 Drainage Improvement Project Labor Reimbursements.

APPROVED

b. Approval of 2012 appropriation of funds into Precinct #4 Drainage Improvement Project (program 036) in the amount of $34,278.30 (Labor Reimbursements - June 2012).

2. **AI-33825** **Pct #4 R&B (1200):**
a. Approval of Certification of Revenues as certified by the County Auditor for Paving Revenues.

APPROVED b. Approval of 2012 appropriation of funds into Precinct #4 Rd. Maint. (program 007) in the total amount of $50,541.10 (Escrow monies for the Lantana Acres No. 7 "Mile 22 1/2 & Engelman Gardens Rd." street improvement project)

3. **AI-33996** Adult Probation - Drug Court (1100):
APPROVED Approval of 2012 appropriation from unreserved funds for the Drug Court in the amount of $1,000.00.

18. **Purchasing Department - Marty Salazar:**

Notes:

A. FOR ANY CONTRACT(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. Hidalgo County

1. Presentation for acceptance and approval of Current inter-local(s) and/or contract(s) for the "Housing of Inmates"

2. Presentation for discussion, consideration and action
Including, but not limited to, the following items in connection with New Adult Detention Center:
a) Detention Facility Law Enforcement Center Design- Build Contract with including action regarding Landmark Application for payment, final punch list and release of retainage
b) Construction of additional pod(s)
c) Selection and engagement of an architect for the construction of additional pods

3. AI-33830
APPROVED
a. Recommending action to reject bids received for:"Hidalgo County- Security Guard Services" Bid No. 2013-046-06-13-SMA as per requesting department directive (Hidalgo County Constable Pct. 4) and re-evaluating the project.

4. AI-33976
APPROVED
a. Pursuant to Article 14 of the current agreement-C-11-291-01-24, Halff Associates is requesting approval to engage the services of sub-contractors/consultants (Raba Kistner Consultants, Inc., Dannenbaum and Anthony Covacevich) with adherence to insurance provisions required by said article;

APPROVED
b. Acceptance and approval of Work Authorization No. 1 (with estimated cost proposal of $ 54,850.00) as submitted by Halff Associates, Inc. for Project: (Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County Courthouse), in connection to the "on-call" agreement #C-11-291-01-24 for the purposes of: "Building Repairs/Renovation, Alterations and/or Additions to County Owned Buildings within Hidalgo County Precinct No. 4".

APPROVED
c. Requesting acceptance and approval of Supplemental Agreement No. 1 to Work Authorization No. 2 submitted by HALFF ASSOCIATES, INC., in the (amount of $ 9,100.00, with revised total cost amount $ 142,080.00) for the purposes of "engineering services" on the ongoing Project: (LIFE SAFETY PROJECT AT THE COURTHOUSE) in connection to agreement# C-10-340-10-19 for the purposes of: "Building Repairs, Renovations and/or Alterations to County Owned Buildings" located within Precinct No. 4 (on an as needed basis).

B. Executive Officer:

1. AI-33998
APPROVED
Requesting approval to increase PO #679285 in the amount of $45,259.00 for proposed changes to the 3 Courtroom Modular. Proposed changes are to comply with ADA requiements and revised changes in order to accomodate staff, public areas, as outlined on attachment. Project #12-204-OGG

C. Pct. 4

1. AI-33616
APPROVED
a. Presentation and Recommendation by Prodigy Construction Management, LLC, through Alex Palacios, Principal/Project Manager of the "scoring grid" (attached herein) for the purposes of ranking by Commissioner's Court in connection to the: Construction of a New Multi-Purpose Facility and Mechanical Shop for Hidalgo County Precinct No. 4 (CSP No. 2012-056B-08-01-MSS);

APPROVED
b. Athority to negotiate with number (1) one ranked paticipant OG Construction for the purposes of a New Multi-Purpose Facility and Mechanical Shop for Hidalgo County Precinct No. 4.

2. AI-33979
APPROVED
a. Approval to purchase One (1) New or Newer 2012/2013 Chevrolet 2500HD Silverado 4x4 Crewcab SWB PU through the County's membership/participation with HGAC (Houston-Galveston) awarded vendor, Caldwell Country Chevrolet (Contract #VE11-11) in the amount of $36,713.00 which includes a $600.00 HGAC administration fee and delivery for (Project #2012-216-OGG); or, if not approved,

No action required as above action was approved
b. Authority to advertise sealed procurement for the vehicles described above and herein, using the information detailed to finalize general and minimum specifications.

APPROVED

AI-34121 **Purchasing Department** **19. A. 3.**
CC REGULAR
Meeting Date: 09/11/2012
Submitted For: Martha L Salazar **Submitted By:** Letty Saenz, PURCHASING DEPT.
Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of CORRECTED Work Authorization No. 1 (with estimated cost proposal of $ 55,625.00) as submitted by Halff Associates, Inc. for Project: (Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County Courthouse), in connection to the "on-call" agreement #C-11-291-01-24 for the purposes of: "Building Repairs/Renovation, Alterations and/or Additions to County Owned Buildings within Hidalgo County Precinct No. 4" and as (approved by CC on 09/04/12, AI-33976)

BACKGROUND

CORRECTED WA#1 - Halff Associates Inc.-(Modular Buildings at Courthouse)

Fiscal Impact

FISCAL YEAR: 2012 **ACCT. #:** 2-1342-419-40-220-048-0-720
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:

Attachments

Corrected WA#1-Halff Assoc Inc(Modular at Crthse)
AI-33976-CC-090412-apprvd WA#1

Form Review

Inbox	Reviewed By	Date
Auditor's Office	Monica Badillo	09/07/2012 05:33 PM

Form Started By: Letty Saenz Started On: 09/07/2012 03:30 PM
Final Approval Date: 09/07/2012

AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
September 11, 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 Edinburg Council Chambers, 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Prayer**
4. **Approval of Consent Agenda**
5. **Executive Officer - Valde Guerra:**

A. 1. Requesting exemption from competitive bidding requirements under the Texas Local Government Code, Section 262.024(A) (4) "a Professional Service" for the "provision of legal services/representation in connection with litigation."

2. Requesting engagement with the firm of _____ for the "Provision of Legal Services/Representation in connection with Litigation" and authority to submit letter of engagement

B. Presentation for discussion, consideration and action (if necessary) including, but not limited to the following:

a) Renovations to Former Administration Building 1st and 2nd Floors

b) Update on Courthouse Portable Building Project, other ongoing county owned building construction and renovation repair projects

c) Emergency situations occurring since last agenda meeting

C. **AI-34100** 1. Requesting exemption from competitive requirements under Texas Local Government Code Section 262.024 (A)(6) any land;
2. Approval of Lease between Rolando Cantu and wife, Laura E. Cantu and the County of Hidalgo

D. **AI-33786** Health & Human Services:
Approval for travel for employee # 137782 and #058726 to attend the Texas Indigent Health Care Association (TIHCA) Conference October 2-4, 2012, Austin, Texas.

E. **AI-33925** Health & Human Services Dept. - Environmental Division (1100):
Requesting permission / approval of travel request for Elizardo Ramos, Ruben

B. AI-34086 1. Requesting authorization for Hidalgo County to execute the Interlocal Cooperation Agreement between Hidalgo County and City of Pharr for the Minnesota Road Project.

2. Acceptance and approval of the Interlocal Cooperation Agreement Project: provision of the "Undertaking a road improvement project generally described as the Minnesota Road Project from I Road West to Huisache Avenue" pursuant to the approval of the Interlocal Agreement as stated above.

18. **Budget & Management - Sergio Cruz:**

A. AI-34126 Discussion and presentation on proposed salaries of elected officials

B. AI-34122 Discussion, consideration, and approval to authorize Urban County to utilize County funds, Special Revenue Bank Account, as interim funding for payment of expenditures as specified in the Texas General Land Office (GLO) Contract No. 12-406-000-6453/DRS210068.

C. **Budget Appropriations:**

1. AI-34078 JAIGB (1286) / Co Wide Adm (1100):
Approval to deobligate cash match funds from the JAIGB "Early Intervention Counseling Program" Grant for FY 2013 (Fund 1286, program 005) and appropriate into Countywide Administration-Contingency (Fund 1100) in the amount of $1,065.22.

2. AI-34118 Notes Payable (1401):
Approval of 2012 appropriation of funds into Notes Payable in the amount of $3,916.42.

19. **Purchasing Department - Marty Salazar:**

Notes:

A. FOR ANY CONTRACT(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. **Hidalgo County**

1. **Presentation for acceptance and approval of Current inter-local(s) and/or contract(s) for the "Housing of Inmates"**

2. **Presentation for discussion, consideration and action**
Including, but not limited to, the following items in connection with New Adult Detention Center:

a) Detention Facility Law Enforcement Center Design- Build Contract with including action regarding Landmark Application for payment, final punch

list and release of retainage
b) Construction of additional pod(s)
c) Selection and engagement of an architect for the construction of additional pods

3. AI-34121 Acceptance and approval of CORRECTED Work Authorization No. 1 (with estimated cost proposal of $ 55,625.00) as submitted by Halff Associates, Inc. for Project: (Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County Courthouse), in connection to the "on-call" agreement #C-11-291-01-24 for the purposes of: "Building Repairs/Renovation, Alterations and/or Additions to County Owned Buildings within Hidalgo County Precinct No. 4" and as (approved by CC on 09/04/12, AI-33976)

APPROVED

4. AI-33946 Approval to re-state agreement between Lexis Nexis and Hidalgo County Public Defender's Office to incorporate additional access at no additional cost.

5. AI-33962 A. Acceptance and approval to award proposal including terms and conditions agreement received from Weatherproofing Technologies, Inc. in the amount of $91,882.94 (through Hidalgo County's membership/participation with TCPN Contract #4812) for the provision of labor, to include materials but not limited to any appurtenances, for proposed Roof Repair Services for the Hidalgo County - Former Administration Building located at 100 East Cano, Edinburg, Texas (project #2012-029A).

B. Acceptance and approval to enter into a 5 year Tremcare Service Agreement for Tremco Roofs with Weatherproofing Technolies, Inc. in the amount of $9,500.45 (already included on item a. proposal) for Hidalgo County Former Administration Building.

6. AI-33932 Requesting approval to reject all responses received for the request for proposals: "Placement, Housing and Supervision of Hidalgo County Inmates" for Sheriffs Department" as requested by user department.

B. Pct. 1

1. AI-34053 Acceptance and approval of request by Precinct One for Supplemental No. 2-Work Authorization #1 as submitted by TEDSI Infrastructure Group, Inc. through Contract #C-08-227-02-09 for the acceptance of revised "Attachment C" for Supplemental Agreement No. 1 to Work Authorization No. 1 (approved by CC 05/22/12) to reflect the "Notice To Proceed" based on the issuance of the revised purchase order effective August 29, 2012.

C. Pct. 2

1. AI-33963 Acceptance and approval to execute an "On Call" professional engineering services contract with Raba Kistner Consultants Inc. for, "Construction Material Testing for All Projects" for Precinct No. 2 as approved for negotiations on

D. Pct. 4

1. AI-34115 Requesting approval of a professional architectural "on call" services contract with DANNENBAUM ENGINEERING COMPANY for the purposes of

AI-35760 **Purchasing Department** **8. N.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Sergio Cruz, BUDGET & MANAGEMENT **Submitted By:** Angela Garcia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Acceptance and approval of the following invoices for "On Call Services for MPO and HCRMA Representation" contract #C--11-054-04-12:

Vendor	Invoice Date/Invoice Number	Amount
L&G Engineering	08-31-12 / 11324228	$6,982.68
L&G Engineering	11-29-12 / 11324324	$6,982.68

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 **ACCT. #:** 2-1100-429-30-125-014-0-334

FUNDS AVAILABLE Y/N?: Y **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

PO #658778 for L & G Consulting Engineers, Inc.

Amount available as of 12-14-12 $41,896.08
Less Inv. #11324228 & 11324324 $(13,965.36)
Amount o/s to be paid $27,930.72

Attachments

august invoice

november invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/14/2012 12:05 PM
Budget & Management	Obdett Calzada	12/14/2012 01:16 PM
Ivan Cantu	Ivan Cantu	12/14/2012 02:28 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Angela Garcia Started On: 12/13/2012 02:41 PM

Final Approval Date: 12/14/2012

L&G Engineering
Transportation Consultants

September 1, 2012

Hidalgo County
Budget Office
Attn: Sergio Cruz
2818 S. Bus. Hwy 281
Edinburg, TX 78539

RE: PROGRESS REPORT
On-call Services for the HCMPO and HCRMA and Traffic Studies –
Work Authorization No. 1 Contract #C-11-054-04-12

Dear Judge Garcia and County Commissioners,

Attached is our invoice for the month of August 2012. This invoice covers the basic fee associated for attending Hidalgo County Metropolitan Planning Organization (HCMPO) technical and policy meetings, and the Hidalgo County Regional Mobility Authority (HCRMA) meeting.

The following tasks were accomplished this month.

- August 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCMPO TAC agenda and packet. Anthony Garza attended the meeting(s) and the sign in sheet is attached.

- August 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCMPO Policy Committee agenda and packet, provided recommendations and information to Commissioners Court. Anthony Garza attended the meeting and the sign in sheet is attached.

- Commissioner Joe Flores, Precinct No. 3, and Commissioner Joseph Palacios, Precinct No. 4, requested an update on the status of projects within their precincts at the MPO prior to the policy meeting. Mr. Jacinto Garza and staff visited with the commissioners individually and provided them with the most recent project information.

- August 15, 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCRMA meeting agenda and attended the meeting. The sign in sheet are attached.

Should you have any questions or require additional information, please do not hesitate to give me a call at (956) 565-9813.

Sincerely,

Jacinto Garza, P.E.
CEO / President

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324228
INVOICE DATE: 08/31/12

BILL TO:
Hidalgo County
100 E. Cano
Edinburg, TX 78539

JOB: 110101
HCMPO - On Call Eng Services
Contract#C-11-054-04-12
2818 S. Bus Hwy 281
Edinburg, TX 78539

HCMPO POLICY MTG			
August 2012	1.00 mtg	2327.560 / mtg	2,327.56
	HCMPO POLICY MTG TOTAL:		2,327.56
HCMPO TECH MEETING			
August 2012	1.00 mtg	2327.560 / mtg	2,327.56
	HCMPO TECH MEETING TOTAL:		2,327.56
HCRMA STATUS & PROG			
August 2012	1.00 mtg	2327.560 / mtg	2,327.56
	HCRMA STATUS & PROG TOTAL:		2,327.56
		TOTAL	6,982.68

Project Manager's Signature

AGENDA

Hidalgo County Metropolitan Planning Organization
Technical Advisory Committee Meeting
HCMPO Conference Room
510 South Pleasantview Drive
Weslaco, TX.
Tuesday, August 7, 2012
@ 1:30 P.M.

1)	Roll Call		Chairman
2)	Approval of Minutes of: ➢ July 3, 2012	**(ACTION ITEM)**	MPO Staff
3)	Cost Over-Run Project(s) (If Needed)	**(ACTION ITEM)**	TxDOT
4)	Discussion and Approval of Bike Plan	**(ACTION ITEM)**	MPO Staff
5)	Discussion and Approval of Category 7 Expenditure Resolution	**(ACTION ITEM)**	MPO Staff
6)	Discussion of Thoroughfare Plan	**(DISCUSSION ITEM)**	MPO Staff
7)	Discussion of Out of State Travel (NADO)	**(DISCUSSION ITEM)**	MPO Staff
8)	Monthly Letting Update	**(DISCUSSION ITEM)**	TxDOT
9)	Staff Report	**(UPDATE / DISCUSSION / ACTION ITEM)**	MPO Staff
	A. Calendar: August & September 2012 B. Legislative / RTAP Update C. HCMPO Budget Report D. HCMPO Project Update		
10)	HCRMA Update	**(UPDATE)**	HCRMA
11)	Valley Metro	**(UPDATE)**	VALLEY METRO
12)	Metro	**(UPDATE)**	METRO
13)	Hidalgo County Commuter Rail District	**(UPDATE)**	HCCRD
14)	Old or New Business	**(UPDATE / DISCUSSION / ACTION ITEM)**	Chairman
15)	Adjournment		

HIDALGO COUNTY METROPOLITAN PLANNING ORGANIZATION

Technical Advisory Committee Meeting –Tuesday, August 7, 2012

HCMPO Conference Room

Weslaco, TX.

PLEASE PRINT

	NAME	ENTITY AND ADDRESS	PHONE	FAX	E-MAIL ADDRESS
1.	Joe A Califa	C/Mission	585-1909		jcalifa@lgengineers.com
2.	Anthony Garza	LT6/HC			
3.	Oscar Coellar Jr	Pharr TAS	581-3341	561-3346	
4.	Gerardo Zapata	Weslaco	968-3181		
5.	Jody Ellington	TxDOT	702-6242		
6.	Jaime Sandoval	COA			
7.	Ricardo Rodriguez	City of Alton	432-0760		
8.	Tom Logan	Valley Metro			tlogan@lrgvdctransit.org
9.	JOE TORRES	ALTON/BTE	537-6037		
10.	Jim Edge	HECRD			
11.	RAMON NAVARRO II	MCALLEN	956-681-1150	681-1179	RNAVARRO@MCALLEN.NET
12.		McAllen	956-681-2700		eduardo.garcia@mcallen.net
13.	Eric Davila	HDR/MAT PMC Dannenbaum	682-3677		cruz.davila@dannenbaum.com
14.	Ed Taylor	McAllen	681-1250	-	-
15.	DANIEL TIJERINA	SAN JUAN	223-2220		

AGENDA

Hidalgo County Metropolitan Planning Organization
Policy Committee Meeting
HCMPO Conference Room
510 South Pleasantview Drive
August 16, 2012
@ 5:30 PM

TAB I **ROLL CALL**

TAB II **CITIZEN'S INPUT**

TAB III **PRESENTATIONS / ACTION / DISCUSSION ITEM(S)**

A.	Approval of Minutes ➢ July 19, 2012	(ACTION ITEM)	CHAIRMAN
B.	"Overview of the Oklahoma City to South Texas Passenger Rail Feasibility Study	(DISCUSSION ITEM)	MPO STAFF
C.	Discussion and Approval of Bike Plan	(ACTION ITEM)	MPO STAFF
D.	Discussion and Approval of Out of State Travel (NADO)	(ACTION ITEM)	MPO STAFF
E.	Monthly Letting Update	(UPDATE ITEM)	TxDOT

TAB IV **STAFF REPORT** (UPDATE / DISCUSSION / ACTION ITEM) MPO STAFF

A. Calendar: September & October 2012
B. Legislative / RTAP Update
C. HCMPO Budget Report
D. HCMPO Project Update

TAB V	**OFF SYSTEM REPORT**	(UPDATE)	PROJECT ENGINEERS
TAB VI	**TxDOT CONSTRUCTION REPORT**	(UPDATE)	TxDOT
TAB VII	**HIDALGO COUNTY RMA**	(UPDATE)	HCRMA
TAB VIII	**HIDALGO COUNTY COMMUTER RAIL DISTRICT**	(UPDATE)	HCCRD
TAB IX	**VALLEY METRO**	(UPDATE)	VALLEY METRO
TAB X	**METRO**	(UPDATE)	METRO

TAB XI **OLD OR NEW BUSINESS** (UPDATE / DISCUSSION / ACTION ITEM) CHAIRMAN

TAB XII **ADJOURNMENT**

Hidalgo County MPO

Transportation Policy Committee Meeting

August 16, 2012

PLEASE PRINT

	NAME	ENTITY AND ADDRESS	PHONE	FAX	E-MAIL ADDRESS
1.	Bill Glavin	TxDot	512-486-5230		Bill.Glavin@txdot.Gov
2.	Jose Arcaute	City of Alton	432-0760		
3.	Pilar Rodriguez	HCRMA	402-4762		PRodriguez@hcrmaTx.gov
4.	Robert A Salinas	Palmhurst	956 457-8074		rsalinas@palmhurstTx.com
5.	Ponciano Longoria	City of Edinburg	956-388-8210		plongoria@cityofedinburg.com
6.	Raymond G. Stephenson	TxDOT - Pharr District	956-702-6100		Raymond.Stephenson@txdot.gov
7.	Julian Alvarez	RGV Partnership	956-202-3300		
8.	Valente Olivarez	TxDOT	702-6250		
9.	Sergio Cantu	TxDOT	702-6262		
10.	Tom Logan	LRGVDC-VM			
11.	Craig Stone	TEDSI	424-7898		
12.	Jody Ellington	TxDOT	702-6292		
13.	Jim Edge	HCCRD			
14.	Anthony Gonzalez	LIG			
15.	Ed Taylor	McAllen			

HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

NOTICE OF AND AGENDA FOR A WORKSHOP AND REGULAR MEETING TO BE HELD BY THE BOARD OF DIRECTORS

DATE: WEDNESDAY, AUGUST 15, 2012
TIME: 5:30 PM
PLACE: PHARR CITY HALL
CITY COMMISSION CHAMBERS
118 SOUTH CAGE BOULEVARD, 2nd FLOOR
PHARR, TEXAS 78577

PRESIDING: DENNIS BURLESON, CHAIRMAN

CALL TO ORDER FOR WORKSHOP

1. Presentation by McAllen Economic Development Corporation on Overweight Truck Corridor Proposal
2. Ethics & Compliance Training

ADOURNMENT FOR WORKSHOP

CALL TO ORDER FOR REGULAR MEETING

PUBLIC COMMENT

1. REPORTS

A. Update on SH 365 Financing – Jody Ellington, TxDOT
B. Update on SH 365 Project – Louis Jones, Program Manager

2. CONSENT AGENDA (*All matters listed under Consent Agenda are considered to be routine by the Governing Body and will be enacted by one motion. There will be no separate discussion of these items; however, if discussion is desired, that item(s) will be removed from the Consent Agenda and will be considered separately. The Governing Body may also elect to go into Executive Session on any item, whether or not such item(s) are posted as an Executive Session Item, at any time during the meeting when authorized by provisions of the Open Meeting Act.)*

A. Approval of Minutes for Joint Workshop held July 17, 2012, Regular Meeting held July 18, 2012 and Special Meeting held August 2, 2012.
B. Approval of Project Expense Report for Period from July 11, 2012 to August 7, 2012
C. Approval of Financial Report for June 2012

3. REGULAR AGENDA

A. Resolution 2012-26 – Approval of Dannenbaum Engineering Work Authorization Number 5 for continued Program Management of SH 365 Project.
B. Resolution 2012-27 – Approval of Amendment to Financial Advisory Service Agreement with First Southwest to add a Level of Service Analysis for SH 365 and a Traffic Operation Analysis for US 281/US 83 Interchange as part of the Traffic and Revenue Update for SH 365, IBTC, Segment D and La Joya Relief Route.

4. CHAIRMAN'S REPORT

A. Report on Texas Transportation Commission Meeting held July 26, 2012
B. Report on Resolutions of Support for US 281/I-69 from Cameron County Commissioners Court and Cameron County Regional Mobility Authority

5. PUBLIC HEARING

A. Amendment to 2012-2017 Strategic Plan – Project Manager Strategy Number 8 to include environmental clearance and preliminary engineering of SH 365 from FM 396 to FM 1016

`

6. TABLED ITEMS

A. Acceptance of Work Authorization No. 1 Report from Dannenbaum Engineering

7. EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY), SECTION 551.072 (DELIBERATION OF REAL PROPERTY) AND SECTION 551.074 (PERSONNEL MATTERS)

A. Consultation with Board Attorney regarding legal issues pertaining to Dannenbaum Engineering Work Authorization No. 1 (Section 551.071 T.G.C.)

ADJOURNMENT OF REGULAR MEETING

PUBLIC COMMENT POLICY

Public Comment Policy: "At the beginning of each HCRMA meeting, the HCRMA will allow for an open public forum/comment period. This comment period shall not exceed one-half (1/2) hour in length and each speaker will be allowed a maximum of three (3) minutes to speak. All individuals desiring to address the HCRMA must be signed up to do so, prior to the open comment period. The purpose of this comment period is to provide the public an opportunity to address issues or topics that are under the jurisdiction of the HCRMA. For issues or topics which are not otherwise part of the posted agenda for the meeting, HCRMA members may direct staff to investigate the issue or topic further. No action or discussion shall be taken on issues or topics which are not part of the posted agenda for the meeting. Members of the public may be recognized on posted agenda items deemed appropriate by the Chairman as these items are considered, and the same time limitations (3 minutes) applies."

C E R T I F I C A T I O N

I, the Undersigned Authority, do hereby certify that the attached agenda of the Hidalgo County Regional Mobility Authority Board of Directors is a true and correct copy and that I posted a true and correct copy of said notice on the Hidalgo County Regional Mobility Authority Web Page (www.hcrma.net) and the bulletin board in the Hidalgo County Court House (100 North Closner, Edinburg, Texas 78539), a place convenient and readily accessible to the general public at all times, and said Notice was posted on the **9th** day of **August, 2012** at **12:00 pm** and will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Flor E. Koll
Program Administrator

Note: If you require special accommodations under the Americans with Disabilities Act, please contact Flor E. Koll at 956-402-4762 at least 24 hours before the meeting.

`

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD OF DIRECTORS WORKSHOP AND MEETING

WEDNESDAY, AUGUST 15, 2012 5:30 PM

PHARR CITY HALL

118 S. CAGE BLVD. 2ND FLOOR

PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Anthony Garza	L&G		
2	Ricardo Saldaña	City of Mission.		
3	Daniel Garces	S&B Inc		
4	Elio M. Botello	Abasto		
5	Ramon Navarro IV	City of McAllen	956-681-1150	RNavarro@mcallen.net
6	Keith Patridge	MEDC	956-682-2875	Keith@mcallenedc.org
7	Bill Lewis	Halff Associates	956 664-0286	blewis@halff.com
8	Norma Y. Garza	TxDOT	956-702-6180	norma.garza@txdot.gov
9	Joey Ellington	TxDOT	956-702-6242	Joey.Ellington@TxDOT.gov
10	Yara Corbett	Cortran Engineering	956-971-0289	yara@cortranengineering.com
11	Bobby Villarreal	Hidalgo Co. Judge	956 318 2600	roberto.villarreal@co.hidalgo.tx.us
12	Martin Garza, Jr.	City of Mission	(956) 458-9049	chiefmgarza@missionpolice.org
13	Sergio Zavala	City of Mission-Planning	(956) 458-9055	szavala0499@yahoo.com
14	Reza Badiozamani	L&G	(956) 583-7117	Reza@LGEngin.com
15	Rene Ramirez	Pathfinder	956-630-0246	
16	Jesse Salinas	TEDSI	956-424-7898	
17	Valente Olivarez, Jr.	TxDOT	956-702-6250	Valente.olivarez@txdot.gov
18	Joe Torres	BTI Eng	537-4037	jftorres34@gmail.com
19	George Ramon			GEORAMON1@AOL.COM
20				
21				
22				

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

FINANCE COMMITTEE MEETING
WEDNESDAY, AUGUST 15, 2012 3:30 PM
PHARR CITY HALL
118 S. CAGE BLVD. 3RD FLOOR , FD TRAINING ROOM
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Bill Lewis	Halff Assoc.	956 664 0286	blewis@halff.com
2	Ramon Navarro IV	City of McAllen	956-681-1150	RNAVARRO@MCALLEN.NET
3	Eric Davila	Dannenbaum	682-3677	eric.davila@dannenbaum.com
4	Anthony Garza	LTG		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

L&G Engineering
Transportation Consultants

December 3, 2012

Hidalgo County
Budget Office
Attn: Sergio Cruz
2818 S. Bus. Hwy 281
Edinburg, TX 78539

RE: PROGRESS REPORT
On-call Services for the HCMPO and HCRMA and Traffic Studies –
Work Authorization No. 1 Contract #C-11-054-04-12

Dear Judge Garcia and County Commissioners,

Attached is our invoice for the month of November 2012. This invoice covers the basic fee associated for attending Hidalgo County Metropolitan Planning Organization (HCMPO) technical and policy meetings, and the Hidalgo County Regional Mobility Authority (HCRMA) meeting.

The following tasks were accomplished this month.

- November 7, 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCRMA meeting Planning Committee agenda. Anthony Garza attended the meeting and the sign in sheets are attached.

- November 12, 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCRMA meeting Finance Committee agenda. Anthony Garza attended the meeting and the sign in sheets are attached.

- November 21, 2012 – Jacinto Garza P.E. and Anthony Garza reviewed the HCRMA meeting agenda. Anthony Garza attended the meeting and the narrative report provided to the court regarding the events at the meeting and the sign in sheet are attached.

- Commissioner Joe Flores, Precinct No. 3, and Commissioner Joseph Palacios, Precinct No. 4, requested an update on the status of projects within their precincts at the MPO. Mr. Jacinto Garza and staff visited with the commissioners individually and provided them with the most recent project information. Additionally, Mr. Anthony Garza contacted Precinct No. 2 staff Mr. Raul Lozano regarding the placement of the Dicker Road project on the MPO Planning documents.

Should you have any questions or require additional information, please do not hesitate to give me a call at (956) 565-9813.

Sincerely,

Jacinto Garza, P.E.
CEO / President
Attachments

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324324
INVOICE DATE: 11/29/12

BILL TO:
Hidalgo County
100 E. Cano
Edinburg, TX 78539

JOB: 110101
HCMPO - On Call Eng Services
Contract#C-11-054-04-12
2818 S. Bus Hwy 281
Edinburg, TX 78539

HCRMA STATUS & PROG

November 2012	1.00 mtg	2327.560 / mtg	2,327.56
November 2012	1.00 mtg	2327.560 / mtg	2,327.56
November 2012	1.00 mtg	2327.560 / mtg	2,327.56
HCRMA STATUS & PROG TOTAL:			6,982.68
		TOTAL	6,982.68

Project Manager's Signature

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

PLANNING COMMITTEE MEETING
WEDNESDAY, NOVEMBER 7, 2012 5:30 PM
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Eric Pavila	Dannenbaum		
2	Beh Bakhtiyamani	L+D		
3	Anthony Garza	L+D		
4	Norma Garza	TXDOT		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

FINANCE COMMITTEE MEETING
MONDAY, NOVEMBER 12, 2012
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Eric Davila	Dannenbaum Eng Corp	682-3677	eric.davila@dannenbaum.com
2	Anthony Garza	CAG		
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD OF DIRECTORS MEETING
WEDNESDAY, NOVEMBER 21, 2012 5:30 PM
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Anthony Garza	L+B		
2	Erika Reyna	Pathfinders		
3	Reza Bodie-Tamaani	L+B		
4	Juan Castillo	DLS		
5	Joey Trevino	Hall		
6	Jeremy Santoscoy	City of McAllen		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

L&G Engineering
Transportation Consultants

November 28, 2012

Joe M. Flores, Hidalgo County Commissioner Pct. No. 3
724 North Breyfogle
P.O. Box 607
Mission, TX 78574

RE: Hidalgo County Regional Mobility Authority (HCRMA) Meeting, November 21, 2012 at 5:30 P.M. – Progress Report

Dear Commissioner Flores:

As your Technical Representative for the Hidalgo County MPO, we provide you with a monthly HCRMA update. Attached for your use and information is the HCRMA Meeting Agenda for the meeting held on Thursday November 21, 2012 at 5:30 P.M. In addition we attended the Planning Committee and Finance Committee meetings held on November 7, 2012 and November 12 2012, respectively.

We have reviewed the agenda items that were discussed in all three meetings as they relate to Hidalgo County and have provided the following progress report.

1. REPORTS

A. Update on SH 365 Financing – Jody Ellington, TxDOT

No report was given.

B. Update on SH 365 Project – Louis Jones, Program Manager

Mr. Louis Jones of Dannenbaum Engineering provided an update on the status of individual tasks related to the development of HCRMA projects. The critical item mentioned in this update was the status of the Environmental Classification Letter for the SH 365 (TCC - west) project. Mr. Jones reported that the TxDOT Pharr District and TxDOT ENV in Austin had concurred with the HCRMA that the SH 365 project should be environmentally classified as an EA. An EA determination, rather than an EIS, would mean 2-3 years for an environmental clearance rather than 4-6 years for an EIS.

Mr. Jones anticipates concurrence with the EA determination by FHWA in the coming months. He reported that FHWA typically agrees with the determination provided by TxDOT. The Traffic and Revenue (T&R) study should be completed in the same timeframe.

2100 W. Expressway 83 • Mercedes, TX 78570 • Office (956) 565-9813 • Fax (956) 565-9018
900 S. Stewart Rd., Ste. 9 • Mission, TX 78572 • Office (956) 585-1909 • Fax (956) 585-1927

3. REGULAR AGENDA

A. Resolution 2012-36 – Amendment and Restatement of Professional Service Agreement with L&G Consulting Engineers, Inc. to revise changes in project limits and DBE/HUB requirements

This item relates to amendments to the contract with L&G Engineering for engineering services. The revised contract formatting includes attachments to monitor and report DBE/HUB utilization. The proposed "Do Not Exceed" Contract Amount is updated to reflect changes in project limits and the calculation is based on the recent approval of advanced planning services for SH 365 Phase II from FM 1016 (Conway Ave.) to FM 396 (Anzalduas Highway). A map of the revised project limits is attached. Final design scope will continue to only cover their portion of SH 365 Phase I from FM 396 (Anzalduas Highway) to east of McColl Road (near Sta 986+00). The current Work Authorization No. 1 amount stays the same, while Supplemental No. 1 to Work Authorization No. 1 amount stays the same. The actual contract fee will be negotiated and approved in each work authorization.

This item was approved unanimously by the RMA board.

B. Resolution 2012-37 – Amendment and Restatement of Professional Service Agreement with S&B Infrastructure, Ltd. to revise changes in project limits and DBE/HUB requirements

This item relates to amendments to the contract with S&B Infrastructure Engineering for engineering services. The revised contract formatting includes attachments to monitor and report DBE/HUB utilization. Existing contract "do not exceed" amount was based on project limits from East of McColl Road (near Sta. 986+00) to FM 3072 and the proposed contract "do not exceed" amount is based on limits from East of McColl Road (near Sta. 986+00) to US 281 Military Highway.. The current Work Authorization No. 1 amount stays the same. The actual contract fee will be negotiated and approved in each work authorization.

This item was approved unanimously by the RMA board.

C. Resolution 2012-41 – Authorizing HCRMA Staff to meet with Kansas City Southern Railway to determine the scope of the proposed South Texas Class I Rail Project

This item relates to the RMA board authorizing RMA Executive Director Pilar Rodriguez and RMA Legal Council to initiate correspondence with the Kansas City Southern Railway as the railway relates to current and future RMA projects. The correspondence and resolution are attached.

This item was approved unanimously by the RMA board.

6. EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE, SECTION 551.071 (CONSULTATION WITH ATTORNEY), SECTION 551.072 (DELIBERATION OF REAL PROPERTY), AND SECTION 551.074 (PERSONNEL MATTERS)

A. Consultation with Board Attorney regarding legal issues pertaining to Professional Service Agreements with L&G, S&B, TEDSI, DOS Land Surveying and Quintanilla, Headley & Associates (Section 551.071 T.G.C.)

B. Consultation with Board Attorney and Financial Advisor on legal issues pertaining to financial options, including current obligations (Section 551.071 T.G.C.)

C. Consultation with Board Attorney regarding legal issues pertaining to the scope of the proposed South Texas Class I Rail Project (Section 551.071 T.G.C.)

The board met, however; no action was taken in executive session

Additional info: The RMA continues to work on the development of the SH 365 (TCC-West) and IBTC (east) project. In two planning meetings the RMA reviewed the use of project planning/tracking software that will be needed as project development continues. In the coming months the Traffic and Revenue study will provide a model of the projected toll revenues for RMA roadways. The incorporation of this data into the RMA's strategic plan will provide information related to the timeframe for construction of the RMA roadway projects.

If you have any questions or would like to schedule a meeting to discuss these items or projects within your precinct please contact me, or your Technical Representative, Mr. Anthony Garza at (956) 565-9813.

Sincerely,

Jacinto Garza, P.E.
CEO / President

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

PLANNING COMMITTEE MEETING
WEDNESDAY, NOVEMBER 7, 2012 5:30 PM
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Eric Pavila	Dannenbaum		
2	Beh Baddiozamani	L+D		
3	Anthony Garza	L+D		
4	Norma Garza	TXDOT		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

FINANCE COMMITTEE MEETING
MONDAY, NOVEMBER 12, 2012
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Eric Davila	Dannenbaum Eng Corp	682-3677	eric.davila@dannenbaum.com
2	Anthony Garza	C4b		
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

HCRMA
HIDALGO COUNTY REGIONAL MOBILITY AUTHORITY

BOARD OF DIRECTORS MEETING
WEDNESDAY, NOVEMBER 21, 2012 5:30 PM
PHARR CITY HALL
118 S. CAGE BLVD
PHARR, TEXAS

	NAME (Please Print)	ENTITY/ORGANIZATION	PHONE	EMAIL
1	Anthony Garza	L+B		
2	Erika Reyna	Pathfinders		
3	Reza Badieotamani	L+B		
4	Juan Castillo	DLS		
5	Joey Trevino	Halff		
6	Jeremy Santoscoy	City of McAllen		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

AI-35725 **8. O.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L. Salazar Submitted By: Tanya Delira, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to purchase staff portraits (2) 8"x10" at $15.00/each, (2) 5"x7" at $15.00/pair, sitting fee at $25.00/each and a CD of image at $25.00 with Treviño's Digital Photography Inc. through requisition # 227607.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-421-00-280-001-0-339

FUNDS AVAILABLE Y/N?: y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Amount available for requisition# 227607 as of 12-14-12 $95.00 for Trevino's Digital Photography Inc.

Attachments

Requisition 227607

email

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 03:01 PM
Budget & Management	Merlen P. Munoz	12/13/2012 03:13 PM
Manuel Chapa	Manuel Chapa	12/14/2012 02:54 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Tanya Delira Started On: 12/12/2012 03:41 PM

Final Approval Date: 12/14/2012

Requisition

SHERIFF'S LAW ENFORMENT FACILITY

Req # 00227607
PO #
Date: 12/12/12

Bill To: x
x

Vendor : 397857

TREVINO'S DIGITAL PHOTOGRAPHY, INC.
1101 NORTH CAGE, STE. C-5
PHARR TX 78577
FAX (956)781-8044

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: MYRA MONTOYA
956-393-6024

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		PORTRAITS FOR NEW CAPTAIN GILBERT REYNA		
		DO NOT DUPLICATE ORDER		
1.00	EACH	PORTRAIT SITTING FEE	25.00	25.00
2.00	EACH	8 X 10 PORTRAIT	15.00	30.00
1.00	EACH	5 X 7 PORTRAIT (SET OF 2)	15.00	15.00
1.00	EACH	CD OF IMAGE	25.00	25.00
		Account No	Encumbrance	
		2-1100-421-00-280-001-0-339	95.00	
			Freight	.00
			Total	95.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

From: "Myra Montoya" <myra.montoya@hidalgoso.org>
To: "Tanya.Delira" <tanya.delira@co.hidalgo.tx.us>
Cc: "Manuel Chapa" <manuel.chapa@co.hidalgo.tx.us>
Sent: Friday, December 14, 2012 1:19:53 PM
Subject: FW: Portaits, Req#227607

I am sorry I just got a chance to forward this.

Thank y

Myra Montoya, Accountant I
Hidalgo County Sheriff's Office
711 El Cibolo Road
Edinburg, Texas 78539
Phone: (956) 393-6024
Fax: (956) 393-6027

From: Joe G Trevino [mailto:joe@trevinosdigital.com]
Sent: Thursday, December 13, 2012 10:13 AM
To: 'Myra Montoya'
Subject: Portaits

Morning,
As per your request,

Portrait Sitting Fee	$25.00
2 -8 x 10 @ $15.00 each	= $30.00
1 – 5 x 7 unit set of two	$15.00
CD of Images	$25.00

Thank you

Joe G. Trevino

Trevino's Digital
956-783-5274 office
956-607-8911 cell
www.trevinosdigital.com

AI-35702 **8. P.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Martha L Salazar Submitted By: Letty Saenz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

1. Requesting acceptance and approval of payment for **Invoice #11324310 ($ 7,367.60)** submitted by **L&G Consulting Engineers, Inc.** in connection to Contract#C-11-234-09-13 (WA#1-PO#663995) for "JOB SPECIFIC PROJECT": **"FM 1925 (Kenyon Rd. to FM 907)"** within Hidalgo County Precinct No. 4.

2. Requesting acceptance and approval of payment for **Invoice #11324309 ($ 67,128.47)** submitted by **L&G Consulting Engineers, Inc.** in connection to Contract#C-12-126-10-16 (WA#1-PO#682998) for:"JOB SPECIFIC PROJECT": **"Extension of 10th Street (SH 107 to FM 1925)"** within Hidalgo County Precinct No. 4.

3. Requesting approval of payment for **Invoice #4 ($ 1,020.95)** 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" **(Storage Facility)** for Hidalgo County Precinct No. 4

BACKGROUND

Inv#s 11324310 (C-11-234-09-13) & 11324309 (C-12-126-10-16) - L&G Engineering
Inv#4 (C-11-235-10-25)-Prodigy (Storage Facility)

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-13XX-431-00-124-076-0-841

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Item 1:
PO#663995 funding available as of 12-14-12
Fund 1341 & 1336

FISCAL YEAR: 2012 ACCT. #: 2-1341-431-00-124-030-0-711/731/841

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Item 2:
PO# 682998 funding available as of 12-14-12

FISCAL YEAR: 2012 ACCT. #: 2-1342-431-00-124-079-0-720

FUNDS AVAILABLE Y/N?: Y MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Item 3:

PO# 666986 funding available as of 12-14-12

Attachments

Inv# 11324310 (C-11-234-09-13) L&G Eng-Pct 4

Inv# 11324309 (C-12-126-10-16) L&G Eng-Pct 4

Inv#4-Prodigy (C-11-235-10-25)-Pct 4

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 03:01 PM
Budget & Management	Merlen P. Munoz	12/13/2012 03:12 PM
Manuel Chapa	Manuel Chapa	12/14/2012 05:07 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Letty Saenz Started On: 12/12/2012 10:04 AM

Final Approval Date: 12/14/2012

County of Hidalgo Pct. 4

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

MEMO

DATE: DECEMBER 04, 2012
TO: PURCHASING DEPARTMENET
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER
FROM: HIDALGO COUNTY PCT. #4
REF: INV.: 11324310, CONTRACT #C-11-234-09-13

HIDALGO COUNTY PRECINICT #4 IS HEREBY REQUESTING THE FOLLOWING INVOICE **#11324310** IN THE AMOUNT OF **$7,367.60** FOR **L & G CONSULTING ENGINEERS INC.** BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THIS INVOICE WILL BE FROM PURCHASE ORDER **#663995,**
ACCOUNT: **2-1336-431-00-124-076-0-841**

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

RUMALDO MUNOZ JR
ACCOUNTS PAYABLE SPECIALIST III

CC: COUNTY FILES
ATTACHMENTS: Inv. # 11324310
P.O. 663995

Requisition

Req # 00203051

PO # 663995
Date: 09/21/11

Bill To: x
x

Vendor : 280046
L & G CONSULTING ENGINEERS, INC.
2100 W. EXPRESSWAY 83
MERCEDES TX 78570
FAX (956)565-6746

Ship To: HIDALGO CO. PCT 4
1051 N. DOOLITTLE
EDINBURG TX 78542

Contact: MUNOZ JR. R.
956-383-3112

Contract No: C-11-234-09-13

Special Instructions:
PCT. REQ. #1365

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		AS PER CONTRACT C-11-234-09-13		
		DO NOT DUPLICATE ORDER		
1.00	LOT	CC WORK AUTHORIZATION #1 APPROVED COMMISSIONERS' COURT OF 9/13/2011 AGENDA ITEM AI-28500 UNDER CONTRACT C-11-234-09-13	429,600.00	429,600.00
		FOR THE PURPOSE OF ENGINEER TO PROVIDE ENGINEERING SERVICES REQUIRED FOR THE PREPERATION OF ROADWAY SCHEMATIC, HYDROLOGIC MAP, SCHEMATIC SURVEYS, COORDINATE ENVIROMENTAL ASSESMENT WITH TxDOT, LIMITED PUBLIC INVOLMENT FOR ENVIRONMENTAL ASSESSMENT, COMPENSABLE UTILITIES MANAGEMENT OVERSIGHT, ROW MAP, RIGHT-OF-WAY ACQUISITION SERVICE FOR THE FM 1925 PROJECT (PHASE I) FROM KENYON ROAD TO FM 907 (OLD ALAMO ROAD).		
1.00		10/30/12 SUPPLEMENTAL AGREEMENT #1APPOVED CC ON 08/21/12 B#609 ERC	221,040.00	221,040.00
		Account No	Encumbrance	
		2-1336-431-00-124-076-0-841	429,600.00	
			Freight	.00
			Total	650,640.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Purchase Order

COUNTY OF HIDALGO

PO#: 663995

DATE: 09/21/11

GB203051

1365

VENDOR NOTES

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		Inv.# 11323943		

FOR USE IN THE USE OF FUNDING TO BE IN ENGINEERING SERVICES
AGREEMENT FOR THE EXPANSION OF BROADWAY SCHEMATIC
DESIGN I.E. ROW MAP, SCHEMATIC SURVEYS, PRELIMINARY ENVIRONMENTAL
ASSESSMENT WITH INCID. PUBLIC INVOLVEMENT FOR
ENVIRONMENTAL ASSESSMENT, COMPENSABLE UTILITIES MANAGEMENT
UTILITY ROW MAP, RIGHT-OF-WAY ACQUISITION SERVICE FOR
USE ON THIS PROJECT PHASE I FROM EXPOSITION ROAD TO FM 907
(N. ALAMO BLVD.)

MCAP
92549

841

2-1336-431-00-124-076-0-731

Authorized by:

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324310
INVOICE DATE: 11/30/12

BILL TO: 84
Hidalgo County Pct #4
c/o Commission Joseph Palacios
1051 N. Doolittle Rd.
Edinburg, TX 78541

JOB: 110601
FM 1925 Project
Limits:Kenyon Rd to FM 907
PO#663995

Engineering services for the month of November 2012.

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
11006-Design Schem	57,600.00	57,600.00		57,600.00	100.0	
11007-Prelim ROW Req	20,000.00	20,000.00		20,000.00	100.0	
12001-EA Reports	35,000.00	35,000.00		35,000.00	100.0	
12002-Pub Involvment	20,000.00	20,000.00		20,000.00	100.0	
13002-ROW Mapping	4,500.00	4,500.00		4,500.00	100.0	
13020-ROW Map/Sub	52,500.00	49,875.00		49,875.00	95.0	2,625.00
16101-Hydro Map	30,000.00	30,000.00		30,000.00	100.0	
60700-Comp Utilities	22,500.00	22,500.00		22,500.00	100.0	
60000-Row Acq. Admin	73,500.00	51,450.00		51,450.00	70.0	22,050.00
60100-Title Services	9,000.00				0.0	9,000.00
60200-Appraisal Srv	10,500.00				0.0	10,500.00
60220-Appraisal/Sub	30,000.00				0.0	30,000.00
60300-Appraisal Rvw	6,375.00				0.0	6,375.00
60330-Appr. Rev/Sub	5,625.00				0.0	5,625.00
60400-Parcel Negtion	48,000.00				0.0	48,000.00
60500-Clsng Srvs Fee	3,000.00				0.0	3,000.00
60600-Aprsal Update	1,500.00				0.0	1,500.00
TOTALS:	429,600.00	290,925.00	0.00	290,925.00	67.7	138,675.00

HIDALGO COUNTY PCT.#4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

11006-Design Schem	5,040.00	4,536.00	504.00	5,040.00	100.0	
11007-Prelim ROW Req	12,000.00	10,800.00	1,200.00	12,000.00	100.0	
12001-EA Reports	50,000.00	17,500.00	2,500.00	20,000.00	40.0	30,000.00
12007-Arch & Hist	1,675.00	586.25		586.25	35.0	1,088.75
12070-Arc & Hist/Sub	18,325.00		1,413.60	1,413.60	7.7	16,911.40
13002-ROW Map	25,000.00	22,500.00	1,250.00	23,750.00	95.0	1,250.00
16101-Hydro Map	5,000.00	4,500.00	500.00	5,000.00	100.0	
60000-ROW Admin	24,500.00	8,575.00		8,575.00	35.0	15,925.00
60100-Title Services	3,000.00				0.0	3,000.00
60200-Appraisal Srv	3,500.00				0.0	3,500.00
60220-Appraisal/Sub	10,000.00				0.0	10,000.00
60300-Appraisal Rev	1,750.00				0.0	1,750.00
60330-Appr. Rev/Sub	2,250.00				0.0	2,250.00
60400-Parcel Negtion	17,500.00				0.0	17,500.00
60500-Clsng Srvs Fee	1,000.00				0.0	1,000.00

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324310
INVOICE DATE: 11/30/12
PAGE: 2

BILL TO: 84
Hidalgo County Pct #4
c/o Commission Joseph Palacios
1051 N. Doolittle Rd.
Edinburg, TX 78541

JOB: 110601
FM 1925 Project
Limits:Kenyon Rd to FM 907
PO#663995

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
60600-Apprsal Update	500.00			0.0		500.00
60700-Comp. Utilites	40,000.00	20,000.00		20,000.00	50.0	20,000.00
TOTALS:	650,640.00	379,922.25	7,367.60	387,289.85	67.7	263,350.15

ORIGINAL CONTRACT SUM	$	429,600.00
CHANGE BY CHANGE ORDER	$	221,040.00
CONTRACT SUM TO DATE	$	650,640.00
TOTAL COMPLETED TO DATE	$	387,289.85
LESS PREVIOUS INVOICES	$	379,922.25
CURRENT PAYMENT DUE	$	7,367.60

PROJECT MANAGER'S SIGNATURE

2 -1336-431-00-124-0[illegible]-0-841
Pct. # 1365
Pur. Req. # 280046
P.O. # 663995

Invoice Received By: _____ on 12-4-12
Goods/Services Received By: _____ on 12-4-12

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

Invoice for Professional Services

To: L&G Consulting Engineers, Inc.
2100 West Expressway 83
Mercedes, TX 78570

Attn: Anthony Garza, P.E.

FM 1925
WA #3

From: AmaTerra Environmental, Inc.
4009 Banister Lane, Suite 300
Austin, TX 78704

Phone (512) 329-0031

Project Mgr Tom Eisenhour
eisen@amaterra.com

AmaTerra Project # 184-009

Invoice Date	Invoice Period	Invoice No.	Terms	Due Date
November 5, 2012	October 1-26, 2012	184-009-01	Net 30	December 5, 2012

Value Completed by Work Task

Project Task	Contract Value	percent complete	Value Completed	Previously Invoiced	Amount Due
Task 1. Project Coordination Request & Archeology Background Report/NEPA text	$3,534.00	40%	$1,413.60	$0.00	$1,413.60
Task 2. Historic Resources Research Design	$2,482.00	0%	$0.00	$0.00	$0.00
Task 3. Historic Resources Reconnaissance survey and report	$4,040.00	0%	$0.00	$0.00	$0.00
Task 4. Archeological Survey and Report	$8,269.00	0%	$0.00	$0.00	$0.00
Total	$18,325.00	7.7%	$1,413.60	$0.00	$1,413.60

Thank You for including AmaTerra as part of your Project Team!

TOTAL $1,413.60

HIDALGO COUNTY PCT.#4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

AmaTerra
Time by Job Detail
October 1 - 26, 2012

	Date	Name	Billing Status	Duration	Notes
184 L&G:184 009 z11 FM1925					
AmaTerra:Z11:GIS Specialist					
	10/22/2012	Joel B Butler	Billed	0.50	Butler: GIS Exported from ClickTime on 10/29/2(
	10/23/2012	Joel B Butler	Billed	2.00	Butler: Mapping Exported from ClickTime on 10/:
Total AmaTerra:Z11:GIS Specialist				2.50	
AmaTerra:Z11:Historian I					
	10/22/2012	Stephen Eisenhour	Billed	4.00	seisen: PCR Exported from ClickTime on 10/29/:
	10/23/2012	Stephen Eisenhour	Billed	8.00	seisen: PCR Exported from ClickTime on 10/29/:
Total AmaTerra:Z11:Historian I				12.00	
AmaTerra:Z11:Historical Architect					
	10/22/2012	Thomas P Eisenhour	Billed	1.00	TPE: Project start-up form Exported from ClickTi
	10/26/2012	Thomas P Eisenhour	Billed	2.00	TPE: PCR Exported from ClickTime on 10/29/20
Total AmaTerra:Z11:Historical Architect				3.00	
AmaTerra:Z11:Principal					
	10/22/2012	Victor D. Palma	Billed	0.50	Palma: Proj start-up, coordination. Exported fror
Total AmaTerra:Z11:Principal				0.50	
Total 184 L&G:184 009 z11 FM1925				18.00	
TOTAL				**18.00**	



L&G Engineering
Transportation Consultants

December 3, 2012

HIDALGO COUNTY PCT.#4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

Commissioner Joseph Palacios
Hidalgo County Precinct 4
1051 N. Doolittle Rd
Edinburg, TX 78542

RE: FM 1925 - Work Authorization No. 1 - Limits: Kenyon Road to FM 907
PO#663995 - L&G Project#110601

Dear Commissioner Palacios:

Attached for your approval is our invoice for services rendered for the month of November 2012.

- L & G's Invoice (and sub consultant invoice, if applicable)
- Exhibit C – Work Schedule

This work authorization consists of engineering services required for the preparation of roadway schematic, hydrological map, and schematic surveys, coordinate environmental assessment with TxDOT limited public involvement for environmental assessment, compensable utilities management oversight, and right-of-way acquisition services for the FM 1925 project (Phase I) from Kenyon Road to FM 907. The following is a narrative of the progress report for this work authorization.

Work Authorization#1

		% Complete
FC 11006 – DESIGN SCHEMATIC		
We received final schematic approval from Austin & FHWA on May 24, 2012. This task is complete.	**L&G**	**100%**
FC 11007 – PRELIMINARY ROW INFO		
This task is complete.	**L&G**	**100%**
FC 12001 – ENVIRONMENTAL REPORTS		
This task is complete.	**L&G**	**100%**
FC 12002 – PUBLIC INVOLVEMENT		
L&G continued to meet with various property owners, Hidalgo County Drainage District No. 1, TxDOT and the Irrigation District to develop the project alignment. L&G continued to update the list of affected Property Owners and is coordinating Right-of-Entry efforts to expedite future project development and field surveys. This task is complete.	**L&G**	**100%**
FC 13002 – RIGHT OF WAY MAPPING		
L&G has completed all work tasks associated to sub out surveyor to complete Right-of-Way Map and have transferred the Preliminary proposed Right-of-Way files to the surveyor. We have provided all relevant ROW data to RODS and continue to update the surveyor. We have finalized all alignment & ROW data and have provided them to surveyor. L&G has reviewed the ROW map and provided surveyor all relevant comments. This task is complete.	**L&G**	**100%**
FC 13020 – ROW MAP/SUB		
The deed & plat research has been performed. Utilizing GPS the field crew has located all property corner monumentation which was analyzed by an RPLS to determine positions of ownership tracts. The field information was compiled and a base drawing showing ownership tracts, existing ROW's and corner monumentation has been developed. Parcel plats, metes & bounds, and the ROW map has been prepared and submitted for TxDOT review.	**RODS**	**95%**

FC 16101 – HYDROLOGICAL MAP		
L&G has established the watershed boundaries contributing to the roadway and placed them on the map. We have identified all of the outfalls for the project and have calculated the runoffs and checked them against the needed capacities of the outfalls. We have also met with HCDD#1 to coordinate the discharging into their ditches. We finalized the analysis of each outfall. This task is complete.	**L&G**	**100%**

FC 60700 – COMPENSABLE UTILITIES		
Preliminary investigation has been finalized. L&G has met with Tennessee Pipeline, CPN Pipeline, & North Alamo Water Supply and has located their lines and plotted them on the schematic. We have met with TxDOT regarding the 16" High-Pressure gas line and have identified that it is a compensable utility. This task is complete.	**L&G**	**100%**
FC 60000 – ROW ACQUISITION ADMINISTRATION		
L&G Engineering visits the project site in order to conduct inspections. L&G Engineering constantly meets with project members to coordinate the execution of the project. Utility investigations are ongoing with CPN & ownership data has been requested from Sierra Title to determine their property interest and we continually request new information due to changes in ownership. A Preliminary property owned status report has been completed and will be reviewed and revised on a continuing basis. We have established a project presence at L&G Engineering Consulting Engineers ROW office at 900 S. Stewart Rd, Mission, Texas 78572. We are open during normal County & State working hours with available personnel to answer questions. At least one staff member is a current commissioned notary public. Personnel are available for meeting as determined by the County. Meetings continue to be held with TxDOT to discuss the utility issues.	**L&G**	**70%**
FC 60100 – TITLE SERVICES		
This task has not begun.	**L&G**	**0%**
FC 60200 – APPRAISAL SERVICES		
This task has not begun.	**L&G**	**0%**
FC 60220 – APPRAISAL SERVICES/SUB		
This task has not begun.	**Leonel**	**0%**
FC 60300 – APPRAISAL REVIEW		
This task has not begun.	**L&G**	**0%**
FC 60330 – APPRAISAL REVIEW/SUB		
This task has not begun.	**HLH**	**0%**
FC 60400 – PARCEL NEGOTIATION		
This task has not begun.	**L&G**	**0%**
FC 60500 – CLOSING SERVICES		
This task has not begun.	**L&G**	**0%**
FC 60600 – APPRAISAL UPDATE		
This task has not begun.	**L&G**	**0%**

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS

Supplemental #1 to Work Authorization #1

		% Complete
FC 11006 – DESIGN SCHEMATIC		
We have finalized the schematic based on the comments from the meeting with property owners. The schematic has been approved by TxDOT. This task is complete.	L&G	100%
FC 11007 – PRELIMINARY ROW INFO		
All ROW information has been finalized on the TxDOT approved schematic. This task is complete.	L&G	100%
FC 12001 – ENVIRONMENTAL REPORTS		
L&G continues to develop the environmental document for submittal to TxDOT.	L&G	40%
FC 12007 – ARCHEOLOGICAL & HISTORICAL RESEARCH MANAGEMENT		
L&G provided the most recent project facts to AmaTerra for their use. Additionally, L&G coordinated the draft Archaeological and Historical Project Coordination Requests (PCR) for submittal to TxDOT and has completed contracts with sub consultant to begin work.	L&G	35%
FC 12070 – ARCHEOLOGICAL & HISTORICAL RESEARCH/SUB		
Amaterra, in conjunction with L&G, coordinated the preparation of the Archeological and Historical Project Coordination Requests. The requests are currently undergoing QA/QC prior to their submission to TxDOT for review.	AmaTerra	7.7%
FC 13002 – RIGHT OF WAY MAPPING		
L&G is working with RODS to complete the ROW Map. We have coordinated the alignment and identified the preliminary owners. We have received the preliminary map and have provided comments. We have submitted the map to TxDOT for approval.	L&G	95%
FC 16101 – HYDROLOGICAL MAP		
All outfall information has been determined and analyzed. Watershed areas have been delineated and all of the corresponding runoff contributing to the hydraulics of the roadway drainage system has been accounted for. We have determined the hydraulic effects North Alamo will have on FM 1925 and have finalized the map. This task is complete.	L&G	100%

FC 60000 – ROW ACQUISITION ADMINISTRATION		
• L&G Engineering has visited the project site in order to conduct inspections and has met with the County to discuss the project. Property owners have been identified using appraisal tax rolls and Texas Land Records. •We have established a project presence at L&G Engineering Consulting Engineers ROW office at 900 S. Stewart Road, Suite 10 in Mission Texas. •We are open during normal County working hours with available personnel to answer any questions. At least one staff member is a current commissioned notary public. Personnel are available for meeting as determined by the County. We held a meeting with the affected property owners and explained the ROW acquisition process to them.	L&G	35%
FC 60100 – TITLE SERVICES		
This task has not begun.	L&G	0%
FC 60200 – APPRAISAL SERVICES		
This task has not begun.	L&G	0%
FC 60220 – APPRAISAL SERVICES/SUB		
This task has not begun.	Leonel	0%
FC 60300 – APPRAISAL REVIEW		
This task has not begun.	L&G	0%
FC 60330 – APPRAISAL REVIEW/SUB		

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

This task has not begun.	**HLH**	**0%**
FC 60400 – PARCEL NEGOTIATION		
This task has not begun.	**L&G**	**0%**
FC 60500 – CLOSING SERVICES		
This task has not begun.	**L&G**	**0%**
FC 60600 – APPRAISAL UPDATE		
This task has not begun.	**L&G**	**0%**
FC 60700 – COMPENSABLE UTILITIES		
L&G has identified the utilities within the project limits and has begun the coordination process. Utility letters have been mailed to the different utility companies.	**L&G**	**50%**

Should you have any questions or require additional information, please do not hesitate to give me a call at (956) 585-1909.

Sincerely,

Robert Macheska, P.E.
Project Manager

HIDALGO COUNTY PCT. #4
RECEIVED
BY
DEC 04 2012
EDINBURG, TEXAS 78542

PROJECT: FM 1925
LIMITS: from Kenyon Road to FM 907 (Old Alamo Road)
CLIENT: Hidalgo County

EXHIBIT C
WORK SCHEDULE

TASK AND DESCRIPTION	FIRM	2011 OCT	2011 NOV	2011 DEC	2012 JAN	2012 FEB	2012 MAR	2012 APR	2012 MAY	2012 JUN	2012 JUL	2012 AUG	2012 SEP	2012 OCT	2012 NOV	2012 DEC	2013 JAN	2013 FEB	2013 MAR	2013 APR	2013 MAY	2013 JUN	2013 JUL	2013 AUG	2013 SEP	2013 OCT	2013 NOV	2013 DEC	2013 JAN
Work Authorization No. 1																													
Project Planning																													
Obtain Right of Entry (Surveying)	RODS																												
Existing Right-Of-Way Layout	RODS																												
Hydrologic Map	L&G																												
Utility Coordination	L&G																												
Coordination with Irrigation District	L&G																												
Schematic & Environmental Doc Development																													
Develop Schematic with Outfalls	L&G																												
Meet w/TxDOT & Revise Schematic as per Comments	L&G																												
TxDOT & County approves Schematic	TxDOT																												
Meet with Affected Property Owners (Limited PI)	L&G																												
Prepare Re-Evaluation Document	L&G																												
Submit Final Draft Document	L&G																												
Agency Review & Revisions	TxDOT																												
Approval by TxDOT/FHWA - FONSI	TxDOT																												
ROW Mapping (Approx. 15 Parcels)																													
Develop ROW Map, Parcel Sketches & Field Notes	RODS																												
TxDOT Review	TxDOT																												
Revisions as per TXDOT Comments	L&G																												
TxDOT Approve ROW Map	TxDOT																												
ROW Acquisition (Approx. 15 Parcels)																													
Project Administration	L&G																												
Coordination with County and TxDOT	L&G																												
Title Commitments	L&G																												
Appraisal Reports	L&G																												
Appraisal Review Reports	L&G																												
Appraisal Update Reports	L&G																												
Approved Values by TxDOT	TxDOT																												
Acquisition Negotiation Offers	L&G																												
Title Curative Process	L&G																												
Title Commitment Updates	L&G																												
Payments for Parcels	L&G																												
L&G Condemnation Support Process	L&G																												
Eminent Domain Proceedings by County	County																												
Title Insurance Policies	L&G																												
Consummation of Outstanding Cases	L&G																												

L&G ENGNEERING TASK
TxDOT TASK
COUNTY TASK

NOTE: THIS SCHEDULE ASSUMES THAT A FULL RE-EVALUATION OF THE FONSI WILL NEED TO BE PERFORMED. IN ADDITION, THIS SCHEDULE ASSUMES THAT ROW ACQUISITION WILL NOT BEGIN UNTIL THE RE-EVALUATION IS COMPLETE DUE TO FUNDING.

HIDALGO COUNTY PCT. #4
RECEIVED
BY
DEC 04 2012
EDINBURG, TEXAS 78542

County of Hidalgo Pct. 4

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

MEMO

DATE: DECEMBER 04, 2012
TO: PURCHASING DEPARTMENET
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER
FROM: HIDALGO COUNTY PCT. #4
REF: INV.: 11324309, CONTRACT #C-12-126-10-16

HIDALGO COUNTY PRECINICT #4 IS HEREBY REQUESTING THE FOLLOWING INVOICE **#11324309** IN THE AMOUNT OF **$67,128.47** FOR **L & G CONSULTING ENGINEERS INC.** BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THIS INVOICE WILL BE FROM PURCHASE ORDER **#682998,**
ACCOUNT: **2-1341-431-00-124-030-0-711 / 731**

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

RUMALDO MUNOZ JR
ACCOUNTS PAYABLE SPECIALIST III

CC: COUNTY FILES
ATTACHMENTS: Inv. # 11324309
P.O. 682998

Purchase Order

COUNTY OF HIDALGO

PO#: 682998

DATE: 10/25/12

VENDOR: 280046 REQ:00224606
FAX (956)565-6746 Email:
Phone:(956)565-9813
L & G CONSULTING ENGINEERS, INC.
2100 W. EXPRESSWAY 83
MERCEDES TX 78570
Vendor Acct:

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

CONTACT:
SITE: COMMISSIONER, PRECINCT 4
Contract No: C-12-126-10-16

Special Instructions:
PCT. REQ. #1496

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-12-126-10-16		
1	EACH	CC WORK AUTHORIZATION #1 FOR ENGINEER TO PROVIDE ENGINEERING SERVICES REQUIRED FOR THE PREPARATION OF ENVIRONMENTAL ASSESSMENT WITH TxDOT, PUBLIC INVOLVEMENT, SCHEMATIC, DESIGN, ROW MAPPING, COMPENSABLE UTILITY MANAGEMENT FOR THE 10th STREET EXTENSION PROJECT FORM SH 107 TO FM 1925	621,824.10	621,824.10
		UNDER CONTRACT C-12-126-10-16 APPROVED CC OF 10/16/12 UNDER AGENDA ITEM AI-34701		
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		
		Total		621,824.10

****

For Hidalgo County use only

2-1341-431-00-124-030-0-711 227,923.27
2-1341-431-00-124-030-0-731 393,900.83

Approved

Authorized by: Martha L. Salazar

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324309
INVOICE DATE: 11/30/12

BILL TO: 84
Hidalgo County Pct #4
c/o Commission Joseph Palacios
1051 N. Doolittle Rd.
Edinburg, TX 78541

JOB: 120901
10th Street Extension Project
WA#1 - P.O.#682998
C-12-126-10-16

Engineering services for the month of November 2012.

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
11005-Ph. I Comp Uti	86,761.53	17,352.31	17,352.30	34,704.61	40.0	52,056.92
11006-Design Schem	118,815.08	23,763.02	23,763.01	47,526.03	40.0	71,289.05
✓ 11007-Prelim ROW	20,017.05	5,004.26	3,002.56	8,006.82	40.0	12,010.23
12001-EA Reports	95,024.83	4,751.24	9,502.48	14,253.72	15.0	80,771.11
12002-Pub Involvment	20,019.67	2,001.97	3,002.95	5,004.92	25.0	15,014.75
12008-Engr/Pub Mtgs	20,005.84	2,000.58	3,000.88	5,001.46	25.0	15,004.38
12070-Arch & Hist	23,256.70				0.0	23,256.70
✓ 13002-ROW Mapping	207,906.22				0.0	207,906.22
16101-Hydro Map	30,017.18	4,502.58	7,504.29	12,006.87	40.0	18,010.31
TOTALS:	621,824.10	59,375.96	67,128.47	126,504.43	20.3	495,319.67

ORIGINAL CONTRACT SUM	$	621,824.10
CHANGE BY CHANGE ORDER	$	0.00
CONTRACT SUM TO DATE	$	621,824.10
TOTAL COMPLETED TO DATE	$	126,504.43
LESS PREVIOUS INVOICES	$	59,375.96
CURRENT PAYMENT DUE	$	67,128.47

PROJECT MANAGER'S SIGNATURE

2 ~~134~~ 431-00-124-~~080~~-0 711/731
Pct. # 1496
Pur. Req. # 224606 MAM
P.O. # 682998

Invoice Received By: _____ on 12-4-12
Goods/Services Received By: _____ on 12-4-12

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

L&G Engineering
Transportation Consultants

December 3, 2012

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

Commissioner Joseph Palacios
Hidalgo County Precinct 4
1051 N. Doolittle Rd
Edinburg, TX 78542

RE: 10th Street Extension - Work Authorization No. 1 - Limits: SH 107 to FM 1925
PO#682998 - L&G Project#120901

Dear Commissioner Palacios:

Attached for your approval is our invoice for services rendered for the month of November 2012.

- L & G's Invoice (and sub consultant invoice, if applicable)
- Exhibit C – Work Schedule

This work authorization consists of engineering services required for the preparation of environmental assessment with TxDOT, public involvement, schematic, design, ROW mapping, compensable utilities management oversight, for the 10th Street Extension Project from SH 107 to FM 1925. The following is a narrative of the progress report for this work authorization.

Work Authorization#1

FC 11005 – PHASE I – COMPENSABLE UTILITIES		**% Complete**
L&G Engineering has identified all of the compensable utilities on the preliminary Schematic of record with the Railroad Commission. We have verified their physical existence on the ground and confirmed them through aerial imagery. We have begun the adjustment coordination process with the Utility Companies (initial correspondence, request for proof of property interest, etc…)	**L&G**	**40%**
FC 11006 – DESIGN SCHEMATIC		
L&G Engineers have developed a preliminary horizontal layout of the proposed schematic utilizing the latest aerial images and presented the said schematic to the County Commissioner, TXDOT and the City of Edinburg. In concept everyone is in agreement with the proposed route and proposed typical sections. We continue to develop the schematic and have run a preliminary vertical profile for the roadway.	**L&G**	**40%**
FC 11007 – PRELIMINARY RIGHT OF WAY		
L&G Staff have generated all of the property owners along both sides of the project as identified on the appraisal district. From the carson maps and county records we have identified the subdivisions of record and plotted the existing ownership of the existing 10th extension. The preliminary schematic shows all property owners along the corridor.	**L&G**	**40%**
FC 12001 – ENVIRONMENTAL REPORTS		
The Environmental Scoping meeting was held November 28th at TxDOT and the scoping process is underway. L&G has coordinated with the project sponsor, Hidalgo County, regarding this process. L&G Engineering has begun preparing the related draft environmental documents for review by TxDOT.	**L&G**	**15%**

FC 12002 – PUBLIC INVOLVEMENT		
At this time L&G Engineering has presented on numerous occasions the proposed alignments to the County, TxDOT and City of Edinburg staff and administration. All have been in favor of the proposed layouts as presented. We are in the process of scheduling the public meeting.	**L&G**	**25%**
FC 12008 – ENGINEER FOR PUBLIC MEETINGS		
The Engineering Staff has generated a number of layouts, Preliminary Schematic, Hydrologic Map, Cost Estimates and existing and proposed Typical Sections for the work done to date. We are finalizing all of the maps in preparation for the upcoming public meeting.	**L&G**	**25%**
FC 12070 – ARCHEOLOGICAL & HISTORICAL RESEARCH SUB		
No work has been completed on this task to date.	**Amaterra**	**0%**
FC 13002 – RIGHT OF WAY MAPPING		
No work has been completed on this task to date.	**L&G**	**0%**
FC 16101 – HYDROLOGICAL MAP		
L&G Engineers have developed a DTM model of the project area and generated a contour map identifying all of the low spots within the project. The limits of the Areas that will be draining into the roadway have been identified and mapped and the needed outfalls have been designated. We have labeled the drainage areas on the Hydrologic map and have preliminary flow rates identified for each area.	**L&G**	**40%**

Should you have any questions or require additional information, please do not hesitate to give me a call at (956) 585-1909.

Sincerely,

Robert Macheska, P.E.
Project Manager

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

Client: Hidalgo County

EXHIBIT "C"
WORK SCHEDULE
10th Street Extension
From SH 107 to FM 1925 (Monte Christo Rd)
Length = 2.5 miles

TASK AND DESCRIPTION	FIRM	2012			2013												2014												2015										
		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT	NOV
10th Street Extension																																						
Phase I: EA, PI, Schem (SH 107 - FM 1925)																																						
Develop Alternatives & Matrix	L&G																																					
Advertise & Conduct Public Meeting	L&G																																					
Select TPA	L&G																																					
Develop Schematic	L&G																																					
TxDOT Review & Revisions	TxDOT																																					
TxDOT Approval	TxDOT																																					
Prepare Environmental Document	L&G																																					
Submit Final Draft Document	L&G																																					
Agency Review & Revisions	TxDOT																																					
Environmental Decision	TxDOT																																					
Phase II: PS&E (SH 107 - FM 1925)																																						
Design Survey	L&G																																					
Compensable Utility Oversight	L&G																																					
Outfall Coordination with HCDD #1	L&G																																					
30% PS&E Completion	L&G																																					
60% PS&E Completion	L&G																																					
90% PS&E Completion	L&G																																					
TxDOT Approval	TxDOT																																					
Phase II: ROW Map (SH 107 - Schunior)*																																						
Prepare ROW Map	L&G																																					
TXDOT Review & Revisions	TxDOT																																					
TxDOT Approval	TxDOT																																					
TXDOT RELEASE OF ROW																																						
Release (Dependent on Availability of Funds)	TxDOT																																					
Phase II: ROW Acq. (SH 107 - Schunior)*																																						
ROW Acquisition (Approx. 52 parcels)	L&G																																					
Proposed Letting (SH 107 - FM 1925)																																						
Let Project (Est. Earliest Date: November 2015)	TxDOT																																					
(Dependent on Availability of Funds)																																						

* - Note: Hidalgo County Pct. #4 has already purchased 120' of ROW from Schunior to FM 1925

L&G FUNCTION
ENVIRONMENTAL ASSESSMENT WORK
TXDOT FUNCTION

HIDALGO COUNTY PCT. #4
RECEIVED BY
DEC 04 2012
EDINBURG, TEXAS 78542

10:20 AM11/29/2012

County of Hidalgo Pct. 4

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

MEMO

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

HIDALGO COUNTY PRECINICT #4 IS HEREBY REQUESTING THE FOLLOWING INVOICE **#04** IN THE AMOUNT OF **$1,020.55** FOR **PRODIGY CONSTRUCITON MANAGEMENT, LLC** BE PLACED ON THE NEXT COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THIS INVOICE WILL BE FROM PURCHASE ORDER **#666986,**
ACCOUNT: **2-1342-431-00-124-079-0-720**

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

RUMALDO MUNOZ JR
ACCOUNTS PAYABLE SPECIALIST III

CC: COUNTY FILES
ATTACHMENTS: Inv. #**04**
P.O. **666986**

Prodigy
Construction Management LLC
"Accountability that is Measurable and Attainable"

Bill To:

TO: Attn: Mr. J. Chris Trevino
General Operations Manager Precinct 4
1051 N. Doolittle Rd
Edinburg, Tx 78542

Copy To: Rumaldo Munoz, Jr.
Accounts Payable Specialist II
1051 N. Doolittle Rd.
Edinburg, Tx 78542

INVOICE	
Invoice Number:	4
Invoice Date:	12/12/2012
Billing Period:	Dec-12
Project Number:	PCM-10-011
Customer Name:	Hidalgo County Precinct 4
Contract No.	C-11-235-10-25
Prodigy CM Contact	Alex Palacios

Please Make and Send Payment to:

Prodigy Construction Management
Attn: Accounts Receivable
P.O. Box 6592
McAllen, Tx 78502-6592

Payment Terms - 30 Days

PURPOSE OF INVOICE

This invoice is pursuant to the Construction Management Services Agreement by and between Prodigy Construction Management, LLC, and Hidalgo County Precinct 4.

This invoice is for the original scope of work pursuant to the agreement noted above.

Application # ***4***

DESCRIPTION OF AMOUNTS

Construction Management Services

	TOTAL
ORIGINAL CONTRACT PRICE	$ 52,500.00
APPLICABLE ADDITIONAL SERVICES	$ -
REVISED CONTRACT PRICE	$ 52,500.00
PROJECT COMPLETED AS OF DATE OF INVOICE	60.00%
TOTAL PROJECT AMOUNT COMPLETED AND PAYABLE	$ 31,500.00
LESS: AMOUNT OF PREVIOUS APPLICATIONS	$ 30,479.05
PLEASE PAY THIS AMOUNT:	$ 1,020.95

HIDALGO COUNTY PCT. #4 RECEIVED BY DEC 11 2012 TEXAS 78542 EDINBURG,

~~ THANK YOU FOR CHOOSING PRODIGY TO PROVIDE YOU WITH SUPERIOR CONSTRUCTION MANAGEMENT SOLUTIONS ~~

Invoice Received By: _____ on 12-11-12
Goods/Services Received By: _____ on 12-11-12

2-1342-431-00-124-0[illegible]-0-720
Pct. # 1167
Pur. Req. # 200617
P.O. # 666986

Hidalgo County Precint 4 Administration and Maintenance Buildings
Job # PCM-10-011
Owner PO# 666986

Application No. 4
Application Date 12/10/2012

A	B		C	D	E	F		G
Item	Description of Work		Scheduled Value	Work Completed		Total Completed and To Date		Balance to Finish (C-F)
				From Previous Applications	This Period	(D + E)	(%)	
1	**Maintenace Building 9216 s.f.**					$ -		$ -
2	Schematic Design	10%	$ 2,333.30	$ 2,333.30	$ -	$ 2,333.30	100%	$ -
3	Design Development	15%	$ 3,499.95	$ 3,499.95	$ -	$ 3,499.95	100%	$ -
4	Construction Documents	30%	$ 6,999.90	$ 6,999.90	$ -	$ 6,999.90	100%	$ -
5	Bidding	5%	$ 1,166.65	$ 1,166.65	$ -	$ 1,166.65	100%	$ -
6	Construction Administration	38%	$ 8,866.54			$ -	0%	$ 8,866.54
7	Parking Lot Construction Administration	2%	$ 466.66			$ -	0%	$ 466.66
8	Additional Services Maintenance Building							
9								
10	**Administration Building 8200 s.f.**					$ -		$ -
11	Schematic Design	10%	$ 2,625.00	$ 2,625.00	$ -	$ 2,625.00	100%	$ -
12	Design Development	15%	$ 3,937.50	$ 3,937.50	$ -	$ 3,937.50	100%	$ -
13	Construction Documents	30%	$ 7,875.00	$ 7,875.00	$ -	$ 7,875.00	100%	$ -
14	Bidding	5%	$ 1,312.50	$ 1,312.50	$ -	$ 1,312.50	100%	$ -
15	Construction Administration	38%	$ 9,975.00			$ -	0%	$ 9,975.00
16	Parking Lot Construction Administration	2%	$ 525.00			$ -	0%	$ 525.00
17	Additional Services Administration Building							
18								
19	**Storage Facility 3750 s.f.**							
20	Schematic Design	10%	$ 291.70	$ 291.70	$ -	$ 291.70	100%	$ -
21	Design Development	15%	$ 437.55	$ 437.55	$ -	$ 437.55	100%	$ -
22	Construction Documents	30%	$ 875.10		$ 875.10	$ 875.10	100%	$ -
23	Bidding	5%	$ 145.85		$ 145.85	$ 145.85	100%	$ -
24	Construction Administration	40%	$ 1,166.80			$ -	0%	$ 1,166.80
25	Additional Services Storage Facility					$ -		
	Original contract Amount		$ 52,500.00	$ 30,479.05	$ 1,020.95	$ 31,500.00	60.00%	**$ 21,000.00**



AH

EDINBURG, TEXAS 78542
DEC 11 2012
RECEIVED BY
HIDALGO COUNTY PCT.#4

R & V
ERECTORS SYSTEMS

6346 E. CHAPIN RD
EDINBURG, TEXAS 78541
956-867-4587 956-867-4580

QUOTATION

DATE: 1/24/2012
TO: Prodigy Construction Management
ATTN: Roger Perez
FAX:
E-MAIL:

JOB:
PROJECT: New Building
LOCATION: Edinburg, TX

R & V TO PROVIDE LABOR NON-UNION AND EQUIPMENT TO ERECT THE FOLLOWING:

BUILDING SIZE: 50'x72'x18' bldg eave 40'x75'x16'-4" canopy eave
SLOPE: **TYPE:**

ACCESSORIES:

BUILDING COST: ~~$56,595.00~~
(EXCEPT ANY OTHER ADDITIONS) $ 40,891.36

ERECTION LABOR INCLUDES: 8.25 TAX 3373.53

*STEEL FRAME ERECTION
*ROOF BY PBR PANELS
*WALLS BY R PANELS
*NO INSULATION
*8 O.H. DOOR FRAME OPENINGS
*TRIM WORK
*ALL IS PER PLAN SPECIFICATIONS

$ 44,264.89

LABOR COST: (SAME) **$13,500.00**

EXCLUSION:

*O.H. DOORS
*INSULATION
*FOUNDATION ANKLE BOLTS

$57,764.89
BUILDING & LABOR

BASE PRICE TOTAL: ~~$70,095.00~~

ALTERNATES:
* ANY OTHER ADDITION OR ADDENDUM IS NOT IN MENTION IS
*SUBJECT TO CHARGE.

Roger

EDINBURG, TEXAS 78542
DEC 11 2012
RECEIVED BY
HIDALGO COUNTY PCT.#4

R & V
ERECTORS SYSTEMS
6346 E. CHAPIN RD
EDINBURG, TEXAS 78541
956-867-4587 956-867-4580

QUOTATION

DATE: 2/7/2012
TO: Roger Perez
ATTN: Prodigy Construction Co.
FAX:
E-MAIL:

JOB:
PROJECT: Concrete Quote
New Bldg.
LOCATION: Edinburg, TX

R & V TO PROVIDE LABOR NON-UNION AND EQUIPMENT TO ERECT THE FOLLOWING:

BUILDING SIZE: 50x72x18 BLDG EAVE 40X75X16-4 CANOPY EAVE
SLOPE: **TYPE:**

ACCESSORIES:

*CONCRETE 3000 PSI
*FINISH FLOOR ELEVATION 18" OVER RD. CURVE OR LESS
*EXTERIOR BEAMS 12"X30" W/ #5 REBAR
*INTERIOR BEAMS 12"X30" W/ #5 REBAR
*MAIN FRAME FOOTING PADS 36"X36" W/ #5 REBAR
*IN FOOTING PADS 24"X24" W/ #5 REBAR
*6" THICK SLAB REINFORCED W/ #4 REBAR 12" CENTER TO CENTER
*EVAPORATED PLASTIC 6MIL POLY

~~BLDG 50'X72'X18':~~ ~~$24,300.00~~
~~BLDG 40'X75'X16'-4":~~ ~~$20,250.00~~

50'X75' $25,312.50

EXCLUSION:

*FILL DIRT AT OWNERS EXPENSE

*TERMITE CONTROLL AT OWNERS EXPENSE

NOTE:
THIS QUOTE IS NOT BASED ON ANY PLANS IT IS JUST A BASE PRICE AND ANY OTHER ADDITIONS OR ALTERATIONS ON BEHALF OF THE ENGINEER,OWNER, OR CONTRACTOR WILL BE SUBJECT TO CHARGE

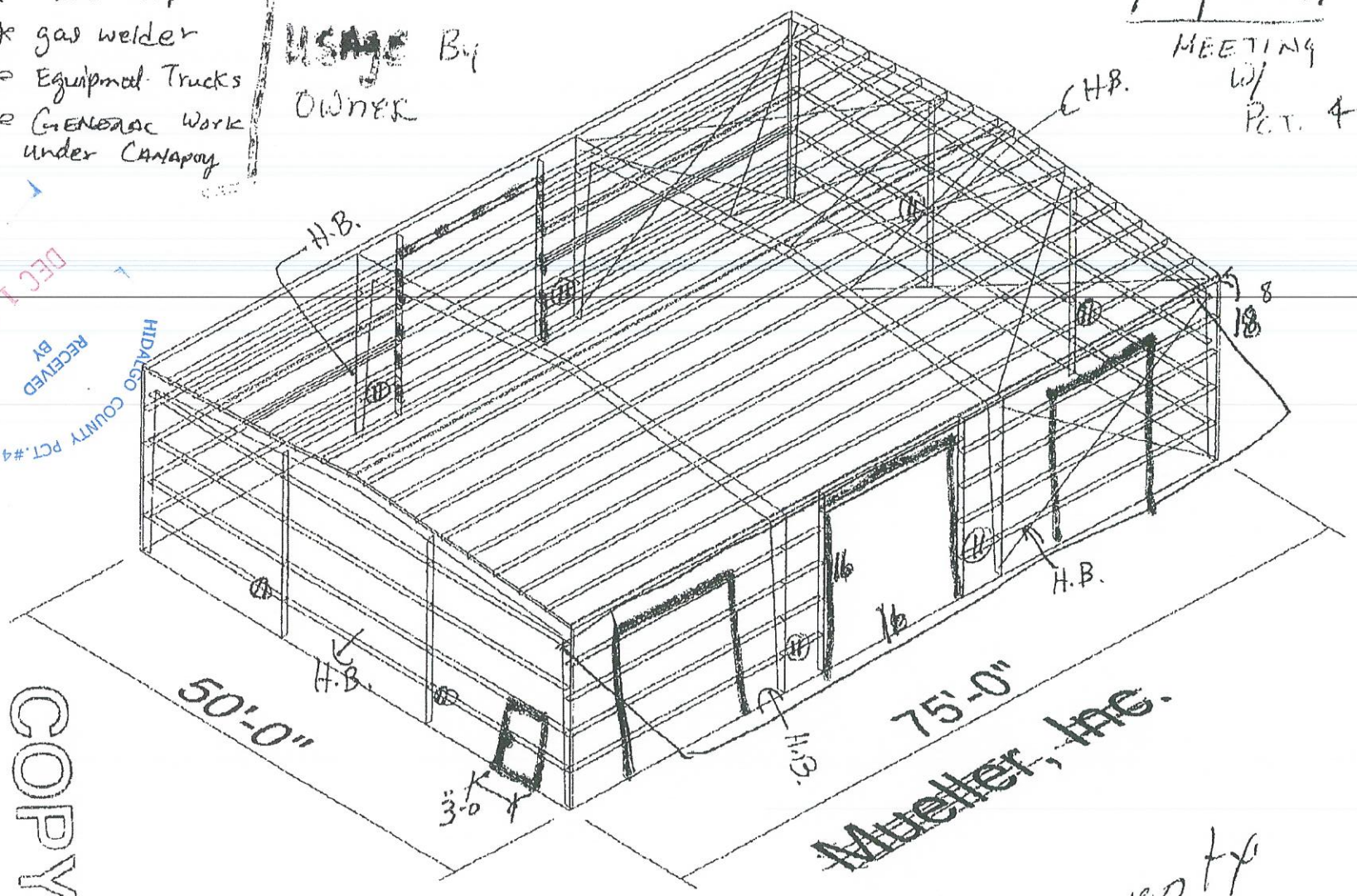
BASE PRICE TOTAL:

ALTERNATES:
* ANY OTHER ADDITION OR ADDENDUM IS NOT IN MENTION IS *SUBJECT TO CHARGE.

* Sign Room
* Water Pump
* gas welder
* Equipmed Trucks
* GENERAC Work under CANAPAY

Usage By Owner

2/7/2011
MEETING W/ PCT. 4 STAFF



Mueller, Inc.

Edinburg tx

COPY

1. 4 Door total as shown
2. ⓞ = Power Outlets 120/1φ Volts
3. → = Hose Bibbs Location

EDINBURG, TEXAS 78542

DEC 11 2012

RECEIVED BY HIDALGO COUNTY PCT.#4

Feb 29 12 02:09p R&V Steel Erector Systems 956-316-0815 p.3

HIDALGO COUNTY PCT.#4
RECEIVED BY
DEC 11 2012
EDINBURG, TEXAS 78541

Pricing 4 Building

Quotation Summary

Project ID:	R&V - 3050198 - 50x75
Owner:	N/A
Buyer P.O. Number:	N/A
Buyer:	R&V Steel Erector Systems, Inc.
Buyer Phone:	956-299-1720
Buyer Fax:	956-316-0815

Estimated Weight:	32,046.43 lbs
Weathertightness Warranty:	N/A
Estimated Freight:	Included
Estimated Tax (0.00%): Applicable tax will be added at the time of invoice	Not Included
Contract Total (16.02 Tons, ECF: 3):	$ 40,891.36

Final Freight and Tax charges will be based on rates in effect at time of Shipment.

NOTES:

1. All prices quoted are valid for fourteen (14) days from the date signed below.
2. The terms and conditions applicable to this are:
   a. Uniform Terms and Conditions,
   b. General Conditions of Contract,
   c. If buyer is a Mid-West Steel Building Company Builder, Mid-West Steel Building Company Builder Agreement
   all of which, as applicable, are incorporated by reference herein.
3. Payment will be in accordance with terms (downpayment, COD or other terms) as established by Mid-West Steel Building Company Credit Department
4. This quotation is not a contract, but an offer to sell, which can be accepted only by the Buyer's timely execution of Mid-West Steel Building Company's Purchase Order or Quotation/Contract form.

ALTERNATES:

EXCLUSIONS:

Javier Rodriguez — Mid-West Steel Building Company Representative

District Sales Manager — Title

2/29/12 — Date

Not To Scale

Pricint 4. Building

HIDALGO COUNTY PCT.#4
RECEIVED
BY
DEC 11 2012
EDINBURG, TEXAS 78542

GENERAL NOTES

GENERAL

1. THE CONTRACT STRUCTURAL DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURE. UNLESS OTHERWISE INDICATED, THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL PROVIDE ALL MEASURES NECESSARY TO PROTECT THE STRUCTURE, WORKMEN, AND OTHER PERSONS DURING CONSTRUCTION. SUCH MEASURES SHALL INCLUDE, BUT NOT BE LIMITED TO BRACING, SHORING FOR CONSTRUCTION EQUIPMENT, SHORING FOR THE BUILDING, SHORING FOR THE EARTH BANKS, FORMS, SCAFFOLDING, PLANNING, SAFETY NETS, SUPPORT AND BRACING FOR CRANES, GIN POLES, ETC. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK, AND HE SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY THE ARCHITECT OR THE ENGINEER SHALL NOT INCLUDE INSPECTION OF THE ABOVE ITEMS.
2. IT IS SOLELY THE CONTRACTOR'S RESPONSIBILITY TO FOLLOW ALL APPLICABLE SAFETY CODES AND REGULATIONS DURING ALL PHASES OF CONSTRUCTION.
3. EQUIPMENT FRAMING LOADS, OPENINGS AND STRUCTURE IN ANY WAY RELATED TO HVAC, PLUMBING, OR ELECTRICAL REQUIREMENTS ARE SHOWN FOR BIDDING PURPOSES ONLY. EXACT WEIGHTS AND LOCATIONS OF MECHANICAL EQUIPMENT SHALL BE COORDINATED BY CONTRACTOR. IF THE FINAL LOCATION VARIES FROM THAT SHOWN ON THE PLANS, CONTRACTOR TO NOTIFY ARCHITECT AND ENGINEER FOR APPROVAL BEFORE INSTALLATION.
4. SHOULD ANY OF THE DETAILED INSTRUCTIONS SHOWN ON THE PLANS CONFLICT WITH THESE STRUCTURAL NOTES, THE SPECIFICATIONS, OR WITH EACH OTHER, THE STRICTEST PROVISION SHALL GOVERN.
5. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AT THE JOB SITE AND SHALL BE RESPONSIBLE FOR CONDITIONS OF ALL WORK AND MATERIALS.
6. THE CONTRACTOR SHALL REVIEW AND VERIFY ALL DIMENSIONS AND ELEVATIONS SHALL REPORT ANY DISCREPANCIES IN WRITING TO THE ARCHITECT. ANY CONFLICT BETWEEN THE DRAWING AND SPECIFICATIONS OF THE VARIOUS TRADES INVOLVED SHALL BE REPORTED TO THE ARCHITECT AND ENGINEER.
7. DETAILS SHOWN ON DRAWINGS APPLY AT SIMILAR CONDITIONS.
8. ALL WORK SHALL BE DONE IN ACCORDANCE WITH LOCAL STANDARDS AND TO ALL APPLICABLE PROVISIONS OF THE GOVERNING BUILDING CODE.
9. THE ARCHITECT AND ENGINEER SHALL BE NOTIFIED IN WRITING WHEN WORK COMMENCES.
10. CONTRACTOR SUBSTITUTIONS: ANY MATERIALS OR PRODUCTS THAT ARE SUBMITTED FOR APPROVAL THAT ARE DIFFERENT FROM THE MATERIALS OR PRODUCTS SPECIFIED IN THE CONTRACT DOCUMENTS WILL ONLY BE CONSIDERED IF THE FOLLOWING CRITERIA ARE SATISFIED.
    A) A COST SAVING TO THE OWNER IS DOCUMENTED AND SUBMITTED WITH THE REQUEST
    B) THE MATERIAL OR PRODUCT HAS BEEN APPROVED BY THE INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS (ICBO) AND THE ICBO REPORT IS SUBMITTED WITH THE REQUEST.

GEOTECHNICAL INVESTIGATION

THE OWNER OF THIS PROJECT HAS DECLINED TO FURNISH A GEOTECHNICAL DIVESTIGATION REPORT THEREFORE THE FOUNDATION DESIGN WAS BASED UPON AVERAGE SOIL CONDITIONS IN HIDALGO COUNTY, TEXAS. IF HIGHLY EXPANSIVE SOILS OR SOFT SOILS ARE ENCOUNTERED, DIFFERENTIAL FOUNDATION MOVEMENTS CAN BE EXPECTED. ALTHOUGH WE ATTEMPT TO MAKE ASSUMPTIONS THAT WILL NOT IMPAIR STRUCTURAL INTEGRITY OF THE PROJECT, WE DO NOT HAVE THE EXPERTISE OR BENEFIT OF LABORATORY INVESTIGATIONS OF A GEOTECHNICAL ENGINEER, THEREFORE THIS FIRM CANNOT ASSUME RESPONSIBILITY FOR THE PERFORMANCE OF THE DESIGN FOUNDATION SHOULD ACTUAL SURFACE OR SUBSURFACE SOIL CONDITIONS VARY FROM THOSE ASSUMED. FOLLOWING ASSUMPTIONS:

1. SOIL BEARING PRESSURE (AT PROPOSED SITE) = 1000 PSF

SHOP DRAWINGS & SUBMITTALS

1. SUBMITTAL THAT WILL BE REQUIRED FOR APPROVAL INCLUDE:
    A. CONCRETE MIX DESIGN
    B. CURING COMPOUND FOR CONCRETE
    C. REINFORCING STEEL
    D. STRUCTURAL STEEL
    E. PRE-ENGINEERED BUILDING CALCULATIONS (INCLUDING REACTIONS)
2. ALLOW (2) WEEKS MINIMUM FOR REVIEW OF SHOP DRAWINGS.
3. PRIOR TO ISSUING THE SUBMITTALS TO THE ENGINEER, THE CONTRACTOR SHALL REVIEW THE SHOP DRAWINGS. CONTRACTOR MUST VERIFY ALL DIMENSION WITH ARCHITECTURAL PLANS.
4. REVIEW OF SHOP DRAWINGS BY THE ENGINEER IS FOR GENERAL CONFORMANCE TO THE STRUCTURAL DRAWINGS. APPROVAL OF THE SHOP DRAWINGS BY THE ENGINEER DOES NOT RELIEVE THE CONTRACTOR FOR ANY ERRORS IN DIMENSIONS OR MATERIAL INDICATED ON THE SHOP DRAWINGS.

DESIGN CRITERIA

1. DESIGN LOADS, STRUCTURAL ANALYSIS AND PREPARATIONS OF STRUCTURAL MEMBERS ARE BASED ON THE FOLLOWING CRITERIA:
2. CODE: ..... IBC 2006
3. VERTICAL LOADS
    A. DEAD LOAD: ..... SELF WEIGHT
    B. LIVE LOAD ROOF (REDUCIBLE): ..... 20 PSF
    C. UPLIFT LOAD ..... 30 PSF
    D. MECHANICAL LOAD:
    THE GENERAL CONTRACTOR SHALL SUBMIT ACTUAL WEIGHTS AND LOCATIONS OF EQUIPMENT TO BE USED IN THE PROJECT TO THE STRUCTURAL ENGINEER FOR VERIFICATION OF LOADS USED IN THE DESIGN AT LEAST TWO WEEKS PRIOR TO FABRICATION AND CONSTRUCTION OF THE SUPPORTING STRUCTURE.
4. LATERAL LOADS
    A. WIND SPEED (Vâ‚€): ..... 105 MPH
    B. EXPOSURE CATEGORY: C
    C. IMPORTANCE FACTOR: 1.00
    D. BUILDING CATEGORY: II
    E. SEISMIC DESIGN CATEGORY: ..... A
    F. SITE CLASS: ..... E
5. GEOTECHNICAL ENGINEERING REPORT:
    PROVIDED BY: ----------
    PROJECT NUMBER: --------
    DATED: --/--/--
    FOUNDATION DESIGN BASED ON THE FOLLOWING PARAMETERS
    A. EFFECTIVE PI: ..... --
    B. CLIMATIC RATING (Cw): ..... --
    C. MINIMUM BEAM DEPTH: ..... -- IN
    D. MINIMUM BEAM WIDTH: ..... -- IN
    E. ALLOWABLE BEARING CAPACITY (BEAMS) ..... ----PSF
    F. ALLOWABLE BEARING CAPACITY (FOOTING) ..... ----PSF
    G. EXISTING PVR: ..... -- IN
    H. PVR (CUT 8 IN FILL 32 IN) ..... - INCH

NOTE: GEOTECHNICAL ENGINEERING REPORT PENDING.

FOUNDATION NOTES

1. CONSTRUCTION AREAS REMOVE AT LEAST 6 INCHES OF TOP SOIL, VEGETATION, DEBRIS, ETC., FROM THE PROPOSED BUILDING AREA TO A DISTANCE OF 5'-0" OUTSIDE THE BUILDING LINE FROM THE PROPOSED.
2. EXPOSED SUBGRADE SHOULD BE THOROUGHLY PROOF ROLLED IN ORDER TO LOCATE AND DENSITY ANY WEAK, COMPRESSIBLE ZONE. WEAK OR SOFT AREAS IDENTIFIED DURING PROOF ROLLING SHOULD BE REMOVED AND REPLACED WITH A SUITABLE, COMPACTED SELECT FILL IN ACCORDANCE WITH THE REQUIREMENTS BELOW. PRIOR TO FILL PLACEMENT, THE EXPOSED SUBGRADE SHOULD BE MOISTURE CONDITIONED BY SCARIFYING TO A MINIMUM DEPTH OF 8" AND RECOMPACTING TO A MINIMUM OF 98% OF THE MAXIMUM DRY DENSITY AS DETERMINED FROM THE ASTM D698 COMPACTION TEST. THE MOISTURE CONTENT SHOULD BE MAINTAINED WITHIN THE OPTIMUM TO 3% ABOVE.
3. FILL BACK TO REQUIRED GRADE (A MINIMUM OF 12" OF SELECT FILL IS REQUIRED. REFER TO CIVIL PLANS FOR FINISHED FLOOR ELEVATION TO DETERMINE ADDITIONAL AMOUNT OF SELECT FILL NEEDED) WITH MATERIAL SELECTED AND COMPACTED IN ACCORDANCE WITH THE REQUIREMENTS BELOW.
4. SELECT FILL, WHEN PROPERLY SLAKED AND TESTED BY STANDARD LABORATORY METHODS, SHALL MEET THE FOLLOWING REQUIREMENTS:
    A. LIQUID LIMIT SHALL BE LESS THAN OR EQUAL TO 40%.
    B. PLASTICITY INDEX SHALL BE LESS THAN 20 AND GREATER THAN 7.
    C. SHALL CONTAIN NO ORGANIC MATERIAL.
    D. SHALL CONTAIN NO STONES LARGER THAN 2 INCHES.
5. SAMPLES OF PROPOSED SELECT FILL SHALL BE FURNISHED TO THE TESTING LABORATORY 7 DAYS PRIOR TO INSTALLATION TO PERMIT TIME FOR SPECIFICATION COMPLIANCE INSPECTION AND APPROVAL.
6. SELECT FILL UNDER ALL FLOORS AND WALKS SHALL BE COMPACTED IN THE FIELD IN LIFTS NOT TO EXCEED 8" TO 95% OF THE MAXIMUM DENSITY, OR ABOVE OF THE OPTIMUM MOISTURE CONTENT, AS DETERMINED BY TEST METHOD ASTM D-698
7. SITE PREPARATION TESTING SHALL BE AS FOLLOWS:
    A. ATTERBERG LIMITS OF SELECT FILL MATERIAL:
    (1) ONE TEST PER 5,000 CY
    B. COMPACTION TEST:
    TO BE PERFORMED PER LIFT ON TEST PER 3,000 SF MINIMUM
    OF (4) FOUR TEST PER LIFT
8. GEOTECHNICAL REPORT SHALL BE CONSIDERED A PART OF THE CONSTRUCTION DOCUMENTS. CONTRACTOR TO REVIEW AND COMPLY WITH ALL EARTHWORK AND GRADING REQUIREMENT IN GEOTECHNICAL REPORT.

CONCRETE

1. ALL CONCRETE WORK SHALL BE EXECUTED IN ACCORDANCE WITH ACI 318 AND ACI 301 LATEST EDITION.
2. CEMENT SHALL CONFORM TO ASTM C150 TYPE I AGGREGATE SHALL CONFORM TO ASTM C33.
3. CONCRETE SHALL HAVE A MINIMUM 28 DAYS COMPRESSIVE STRENGTH AS FOLLOWS:

MEMBER TYPE	STRENGTH	SLUMP	MAX AGG.
FOUNDATION AND SLAB	3000 PSI	5"	1.5 IN.
PIERS	3000 PSI	5"	1.5 IN.
TILT-UP WALLS	4000 PSI	5"	1.5 IN.
COLUMNS	4000 PSI	5"	1.5 IN.
C.I.P. BEAMS AND LINTELS	4000 PSI	5"	1.5 IN.

4. INSTALL 10 MIL VAPOR RETARDER UNDER SLABS ON GRADE AND ALONG SIDE OF TRENCHES IN ACCORDANCE WITH ASTM E1643. LAP JOINTS MINIMUM OF 12 INCHES.
5. PLACE CONCRETE CONTINUOUSLY BETWEEN PRE-DETERMINED EXPANSION AND CONSTRUCTION JOINTS.
6. ALL CONSTRUCTION JOINT LOCATIONS TO BE APPROVED BY ARCHITECT AND STRUCTURAL ENGINEER.
7. HORIZONTAL CONSTRUCTION JOINTS SHALL NOT BE PERMITTED.
8. CURE CONCRETE IN ACCORDANCE WITH ACI 308.1
9. REFER TO ARCHITECTURAL AND MECHANICAL PLANS FOR LOCATIONS OF ALL DEPRESSIONS, OPENINGS, ACCESSORIES, ETC.
10. CONDUIT AND PLUMBING LINES SHALL BE PLACED BELOW SLAB REINFORCING AND SHALL BE NO BIGGER THAN 1 INCH.
11. FLYASH MAY BE USED TO REPLACE A PORTION OF THE PORTLAND CEMENT. THE RATIO OF FLYASH TO THE TOTAL OF THE FLYASH AND CEMENT IN A MIX SHALL NOT EXCEED 20%. FLYASH SHALL CONFORM TO ASTM C618, TYPE C OR F.
12. ALL FLOORS SHALL BE CONSTRUCTED WITH A MINIMUM FLATNESS FF=35 AND A MINIMUM LEVELNESS OF FL=25
13. CONTRACTION JOINTS TO BE INSTALLED WITHIN 12 HOURS OF POURING FOUNDATION.
14. TESTING OF CONCRETE SHALL BE DONE AS FOLLOWS:
    1) SETS SHALL CONSIST OF 3 CYLINDERS
    ONE TESTED AT 7 DAYS
    TWO TESTED AT 28 DAYS
    2) ONE SET SHALL BE TAKEN FOR EACH 150 CY AND FOR EVERY 5000 SF OF SURFACE AREA AND AT LEAST ONCE PER DAY OF POURING
    3) A MINIMUM OF 3 SETS SHALL BE TAKEN FOR EACH CLASS OF CONCRETE
15. NO WATER SHALL BE ADDED TO THE CONCRETE AT THE JOBSITE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO COORDINATE WITH THE CONCRETE SUPPLIER TO ENSURE A PUMPABLE AND WORKABLE MIX WITHOUT THE ADDITION OF WATER AT THE JOBSITE. THE USE OF PLASTICIZERS, RETARDANTS AND OTHER ADDITIVES SHALL BE AT THE OPTION OF THE CONTRACTOR SUBJECT TO THE APPROVAL OF THE STRUCTURAL ENGINEER. FOLLOW THE RECOMMENDATIONS OF THE MANUFACTURER FOR THE PROPER USE OF ADDITIVES. THE USE OF CALCIUM CHLORIDE OR OTHER CHLORIDE BEARING SALTS SHALL NOT BE PERMITTED.
16. PLACE CONCRETE IN A MANNER SO AS TO PREVENT SEGREGATION OF THE MIX. DELAY FLOATING AND TROWELING OPERATIONS UNTIL CONCRETE HAS LOST SURFACE WATER SHEEN OR ALL FREE WATER. DO NOT SPRINKLE FREE CEMENT ON THE SLAB SURFACE. FINISHING OF SLAB SURFACES SHALL COMPLY WITH THE RECOMMENDATIONS OF ACI 302.1 AND 304.
17. UNLESS SPECIFIED, CONCRETE MUST REACH THE FOLLOWING PERCENTAGES OF ITS 28-DAY COMPRESSIVE STRENGTH (F'c), BEFORE FORMS MAY BE REMOVED.

    WALL, COLUMNS, & BEAM SIDES.....40%
    JOIST PANS & BEAM BOTTOMS (IF RESHORED).....70%
    SHORING FOR FLOOR SYSTEMS (IF NOT RESHORED).....85%

18. NO CONCRETE SHALL BE PLACED OUTSIDE OF THESE SPECIFICATIONS WITHOUT THE OWNER'S PRIOR APPROVAL. ANY ITEMS NOT IN COMPLIANCE WITH THE OUTLINED SPECIFICATION SHALL BE REPORTED TO THE OWNER AND STRUCTURAL ENGINEER WITHIN 24 HOURS.
19. CONSTRUCTION VEHICLE LOADS SHALL NOT BE PERMITTED ON ELEVATED SLABS AT ANY TIME.
20. ALL RETAINING WALLS TO BE SHORED UNTIL UPPER SLAB IS IN PLACE AND HAS REACHED 70% OF ITS DESIGN STRENGTH OR THE RETAINING WALL HAS REACHED 100% OF ITS DESIGN STRENGTH. PROVIDE GRANULAR BACKFILL AND PERFORATED DRAIN PIPE CONNECTED TO SITE DRAINAGE, RE: CIVIL PLAN.

PRE-ENGINEERED METAL BUILDING AND COMPONENTS

1. REFER TO SCHEMATIC ROOF FRAMING PLAN AND DESIGN CRITERIA FOR DESIGN LOAD REQUIREMENTS AND SPECIFICATIONS FOR THE PRE-ENGINEERED METAL BUILDING.
2. PRE-ENGINEERED METAL BUILDING MANUFACTURER SHALL SUBMIT DESIGN CERTIFICATION SIGNED AND SEALED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF TEXAS FOR THE STRUCTURAL FRAMING AND COVERING PANELS OF THE BUILDING SYSTEM. CERTIFICATION AND DESIGN SHALL MEET REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE (IBC) AND ASCE 7.
3. PRE-ENGINEERED METAL BUILDING MANUFACTURER CERTIFICATION SHALL BE SUBMITTED WITH SEALED SHOP DRAWINGS WHEN SUBMITTED FOR REVIEW.
4. SHOP DRAWINGS AND CALCULATIONS INCLUDING BUILDING REACTIONS, SHALL BE PREPARED AND REVIEWED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF TEXAS. SEALED SHOP DRAWINGS AND CALCULATIONS SHALL BE SUBMITTED FOR REVIEW BY THE DESIGN TEAM.
5. ALL COMPONENTS SHALL BE DESIGNED, FABRICATED AND ERECTED IN ACCORDANCE WITH THE LATEST SPECIFICATIONS AND STANDARDS OF THE AISC. THIS WORK SHALL INCLUDE ALL MEMBERS AND BRACES NECESSARY TO BRACE MASONRY WALLS. LIGHT GAGE STEEL MEMBERS SHALL COMPLY WITH THE LATEST ADDITION OF THE AISI.
6. PURLINS AND EAVE STRUTS SHALL HAVE A MINIMUM YIELD STRESS OF 55 KSI AND SHALL BE PAINTED WITH ONE COAT OF RED OXIDE OR APPROVED SHOP COAT.
7. PURLIN SPACING SHOWN IN STRUCTURAL DRAWINGS IS FOR SCHEMATIC PURPOSES. PURLIN SPACING TO BE DETERMINED BY METAL BUILDING MANUFACTURER. PURLINS SHALL HAVE A MAXIMUM TOTAL LOAD DEFLECTION OF L/180.
8. SAG STRAPS SHALL BE LOCATED AS SHOWN ON PLANS AND SHALL BE FABRICATED WITH A MINIMUM YIELD STRENGTH OF 50 KSI.
9. STANDING SEAM METAL ROOF SHALL NOT BE CONSIDERED TO PROVIDE LATERAL BRACING FOR PURLINS. BRIDGING SHALL BE DESIGNED AND SUPPLIED BY THE METAL BUILDING MANUFACTURER TO RESIST BOTH GRAVITY AND UPLIFT LOADS.
10. CROSS BRACING SHALL BE DESIGNED AND SUPPLIED BY THE METAL BUILDING MANUFACTURER TO PROVIDE AN ADEQUATE HORIZONTAL ROOF DIAPHRAGM FOR THE STRUCTURE.
11. PROVIDE PINNED BASE CONNECTION FROM COLUMN TO FOUNDATION.
12. ALL ANCHOR BOLTS SIZES, LENGTH, AND EMBEDMENT SHALL BE DESIGNED BY THE METAL BUILDING MANUFACTURER AND SUPPLIED BY THE CONTRACTOR. ANCHORS BOLTS EMBEDMENT DEPTHS SHALL BE DESIGNED TO RESIST CONCRETE CONICAL SHEAR FAILURE.
13. THIS FOUNDATION HAS BEEN DESIGNED USING ASSUMED REACTIONS FROM THE PRE-ENGINEERED METAL BUILDING COMPONENTS AND IS FOR BID PURPOSES ONLY. THE CONTRACTOR SHALL SUBMIT BASE CONNECTION DETAILS (SIZE AND THICKNESS OF BASE PLATE AND DIAMETER AND LENGTH OF ANCHOR BOLTS) AND REACTIONS SO THE DESIGN ASSUMPTIONS CAN BE VERIFIED.
14. ANY ADDITIONAL COST OF FOUNDATION WORK REQUIRED BY REVISIONS OF THE FOUNDATION DESIGN AFTER PRE-ENGINEERED METAL BUILDING REACTIONS ARE SUBMITTED SHALL NOT BE INCURRED BY STRUCTURAL ENGINEER.
15. DRIFT CRITERIA FOR RIGID FRAMES AND METAL GIRTS SHALL HAVE A MAXIMUM DEFLECTION OF H/240 FOR MASONRY FINISHES AND A H/120 FOR METAL SIDING.

STRUCTURAL STEEL

1. STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED, AND ERECTED IN ACCORDANCE TO AISC SPECIFICATIONS.
2. MATERIALS USED SHALL BE AS FOLLOWS=

A. STRUCTURAL W-SHAPES	- ASTM A992 GRADE 50
B. STRUCTURAL M-SHAPES AND S-SHAPES	- ASTM A36
C. STRUCTURAL T-SHAPES	- CUT FROM W-SHAPES
D. CHANNELS AND ANGLES	- ASTM A36
E. ROUND HOLLOW STRUCTURAL SECTIONS	- ASTM A500 GRADE B
F. SQUARE AND RECTANGULAR HOLLOW STRUCTURAL SECTIONS	- ASTM A500 GRADE B
G. STRUCTURAL PLATES	- ASTM A36
H. STRUCTURAL BARS	- ASTM A36
I. HIGH STRENGTH BOLTS	- ASTM A325
J. ELECTRODES	- SERIES E70

3. ALL WELDING SHALL BE DONE BY CERTIFIES WELDERS IN ACCORDANCE WITH THE LATEST EDITION OF THE AMERICAN WELDING SOCIETY SPECIFICATIONS.
4. CONNECTIONS NOT DETAILED AND OR SCHEDULED ON STRUCTURAL DRAWINGS SHALL BE DETAILED BY FABRICATOR AND MARKED FOR ENGINEERS APPROVAL. CONNECTIONS TO BE DESIGNED TO AISC SPECIFICATIONS AND SHALL BE CAPABLE OF SUPPORTING 55% OF THE MAXIMUM UNIFORM LOAD CAPACITY FOR THE SPAN SPECIFIED, SHOWN IN THE TABLES OF UNIFORM CONSTANTS OF THE AISC MANUAL OF STEEL CONSTRUCTION.
5. REFER TO ARCHITECTURAL PLANS FOR ANY MISCELLANEOUS STEEL. MISCELLANEOUS STEEL AND CONNECTIONS SHALL BE DESIGNED BY STEEL FABRICATOR.
6. HOT DIP GALVANIZE, IN ACCORDANCE WITH ASTM A123 AND ASTM A153, STRUCTURAL STEEL AND FASTERS PERMANENTLY EXPOSED TO THE WEATHER.
7. STEEL SUPPORTING OR CONNECTED TO HVAC AND OTHER EQUIPMENT AS SHOWN ON THE DRAWINGS IS SHOWN FOR BIDDING PURPOSES ONLY CONTRACTOR SHALL COORDINATE EXACT LOCATION AND SIZE BEFORE COMMENCING WORK.
8. STRUCTURAL STEEL SHALL BE PAINTED WITH ONE COAT OF RUST INHIBITIVE PAINT.
9. STRUCTURAL DRAWINGS SHALL NOT BE REPRODUCED IN WHOLE OR IN PART FOR SHOP DRAWING SUBMITTALS.
10. PROVIDE 2000 LBS OF RED IRON ALLOWANCE TO BE USED AS DIRECTED BY STRUCTURAL ENGINEER. INCLUDE LABOR COSTS IN THE ALLOWANCE.
11. ALL WELDED CONNECTION SHALL BE MADE WITH A 1/4" FILLET WELD U.N.O.
12. PROVIDE 1/2" GAP AT ANY PENETRATIONS THROUGH CMU WALL AND INFILL WITH ELASTOMERIC MATERIAL.
13. STEEL FABRICATOR SHALL BE CERTIFIED BY ONE OF THE FOLLOWING: AISC/ IBC/ IAS-ICC

DRILLED CONCRETE PIERS

1. CONSTRUCTION PROCEDURES TO FOLLOW ACI 336.1 AND ACI 336.3R
2. PIERS NOT SPECIFICALLY DIMENSIONED ON THE PLAN SHALL BE CENTERED UNDERNEATH COLUMN OR GRADE BEAM, AS OCCURS.
3. PIERS SHALL BE DRILLED PLUMB ALONG ENTIRE LENGTH. MAXIMUM ALLOWED DEVIATION FROM POSITION AT TOP OF SHAFT IS 1" PER 10' OF DEPTH.
4. CLEAN SHAFT AND BOTTOM OF LOOSE MATERIAL. MAINTAIN SHAFTS FREE OF WATER PRIOR TO PLACING CONCRETE.
5. ELEVATION OF TOP OF PIERS IS A THE BOTTOM OF THE DEEPEST INTERSECTING BEAM, COLUMN, OR WALL SUPPORTED AT THE PIER, UNLESS NOTED OTHERWISE.
6. REINFORCING STEEL CAGE SHALL BE HELD IN PLACE BY A MINIMUM OF 3 SETS OF SPACERS AT A MAXIMUM SPACING OF 8 FT. ALONG THE ENTIRE DEPTH OF THE PIER AND AT 3" FROM THE BOTTOM.
7. CONTRACTOR TO VERIFY DEPTH OF PIER BEFORE REINFORCING STEEL IS CUT. PIER STEEL SHALL BE DELIVERED TO SITE IN STANDARD LENGTHS AND CUT AS REQUIRED. PROVIDE 75 BAR DIAMETER LAPS WHEN NEEDED.
8. PIER REINFORCING AND CONCRETE SHALL BE PLACED IMMEDIATELY AFTER DRILLING OPERATIONS ARE COMPLETE.
9. UNDER NO CONDITIONS SHALL A PIER BE DRILLED THAT CANNOT BE POURED THE SAME DAY.
10. CONTRACTOR TO COORDINATE WITH GEOTECHNICAL ENGINEER FOR INSPECTION AND VERIFICATION OF PIERS IN ORDER TO ENSURE BEARING IN CORRECT SOIL STRATUM AS RECOMMENDED IN PROJECT GEOTECHNICAL REPORT.
11. TEMPORARY STEEL CASING MAY BE REQUIRED DURING DRILLING OPERATIONS. ANY SEEPAGE WATER SHALL BE REMOVED FROM PIER HOLES PRIOR TO POURING CONCRETE.
12. STEEL CASING SHALL BE CONTINUOUSLY JOINED AND SHALL BE OF SUFFICIENT STRENGTH AND RIGIDITY TO WITHSTAND HANDLING STRESS, DRILLING STRESSES, CONCRETE PRESSURES, AND SURROUNDING EARTH AND WATER PRESSURES AND TO PERMIT ADVANCEMENT OF THE PIER THROUGH CAVING GROUND.
13. SIZE AND LENGTH OF CASING SHALL BE SUBMITTED TO THE GEOTECHNICAL ENGINEER FOR ACCEPTANCE.
14. PLACE CONCRETE IN PIER IN ONE CONTINUOUS OPERATION WITHOUT CESSATION FROM BOTTOM OF PIER TO TOP.
15. TESTING OF CONCRETE SHALL BE AT THE RATE OF ONE SET OF FOUR (4) CYLINDERS PER PIER BUT NOT MORE THAN ONE SET PER TRUCKLOAD.
16. CONTRACTOR SHALL MAKE ACCURATE RECORDS OF THE DRILLED PIER LOCATIONS, DEPTHS, BEARING STRATUM, DEPTH OF PENETRATION INTO BEARING STRATUM AND DIAMETER AND SHALL SUBMIT THIS INFORMATION TO ENGINEER.
17. MINIMUM VERTICAL REINFORCING TO BE 1% OF CROSS-SECTIONAL AREA OF PIER, WITH MINIMUM OF SIX (6) BARS, AND #3 SPIRAL, UNLESS NOTED OTHERWISE.

STEEL REINFORCING

1. ALL REINFORCEMENT SHALL BE NEW BILLET STEEL CONFORMING TO ASTM A-615 GRADE 60.
2. REINFORCING STEEL SHALL BE DESIGNED, DETAILED, FABRICATED AND PLACED IN ACCORDANCE WITH THE LATEST ACI DETAILING MANUAL (SP-66) AND CSRI MANUAL OF STANDARD PRACTICE FOR DETAILING REINFORCED CONCRETE, (ACI #315) LATEST EDITIONS.
3. BARS SCHEDULED OR DETAILED "CONT" SHALL BE SPLICED AT POINTS OF MINIMUM STRESS AND WITH A MINIMUM LAP AS FOLLOWS:
    A. HORIZONTAL BARS w/ MORE THAN 12" OF CONCRETE COVER
    #6 BARS AND SMALLER - 46 BAR DIAMETERS
    #7 BARS AND BIGGER - 57 BAR DIAMETERS
    B. OTHER BARS
    #6 BARS AND SMALLER - 36 BAR DIAMETERS
    #7 BARS AND BIGGER - 44 BAR DIAMETERS
4. CORNER REINFORCING BARS SHALL BE USED AT ALL CORNERS AND INTERSECTIONS.
5. EXTEND THE SLAB REINFORCING STEEL PERPENDICULAR TO EXTERIOR GRADE BEAM TO THE TOP OUT SIDE REINFORCING BAR OF BEAM.
6. SPACE REINFORCING BARS WITH MINIMUM CLEAR SPACING IN ACCORDANCE WITH ACI 318 OF ONE BAR DIAMETER, BUT NOT LESS THAN 1 INCH, FOR COMPRESSION MEMBERS, SPACE AT A MINIMUM OF 1.5 INCHES OR 1.5 BAR DIAMETERS, WHICHEVER IS GREATER.
7. WHERE REINFORCING BARS ARE PLACED IN MULTIPLE LAYERS, PLACE UPPER BARS DIRECTLY ABOVE LOWER BARS.
8. MAINTAIN CONCRETE COVER AROUND REINFORCEMENT IN ACCORDANCE WITH ACI 318 AND AS FOLLOWS:
    A. FOOTING AND CONCRETE CAST AGAINST EARTH - 3 INCHES
    B. EXPOSED TO EARTH OR WEATHER
    #6 BARS AND BIGGER - 2 INCHES
    #5 BARS AND SMALLER - 1.5 INCHES
    C. BEAMS AND COLUMNS - 1.5 INCHES
    D. SLABS AND WALLS - 1 INCH
9. REPAIR ANY DAMAGE TO VAPOR RETARDER PER MANUFACTURER SPECIFICATIONS.
10. ADDITIONAL REINFORCING TO BE PROVIDED ON SITE FOR USE AS DIRECTED BY STRUCTURAL ENGINEER.
    #4 BARS - 200 LBS
    #5 BARS - 200 LBS

CONTRACTOR NOTE

THE STRUCTURAL SYSTEM FOR THIS PROJECT SHALL NOT BE CONSTRUCTED BY USING THE STRUCTURAL DRAWINGS ALONE. THESE DRAWINGS WERE DEVELOPED FROM DATA DERIVED PRIMARILY FROM THE ARCHITECTURAL DRAWINGS AND SECONDARILY FROM MEP, CIVIL AND OTHER DISCIPLINES' DOCUMENTS. IT IS INTENDED THAT CONSTRUCTION PROCEED BY UTILIZING ALL OF THE INFORMATION CONTAINED IN THE ENTIRE SET OF CONSTRUCTION DOCUMENTS TAKEN AS A WHOLE; FAILURE TO DO SO WILL RESULT IN ERRORS WHICH SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE.

© COPYRIGHT 2012 - ALL RIGHTS RESERVED

These drawings, as instruments of professional service, are the property of Chanin Engineering LLC for use solely with respect to this Project and shall not be reproduced for other purposes.

The Professional Engineer whose seal appears on the structural construction documents is the project Structural Engineer-of-Record (SER) who bears legal responsibility for the performance of the structural framing relating to the public health, safety and welfare. No other party, whether or not a Professional Engineer, may complete, correct, revise, delete or add to these construction documents or perform inspections of the work without the written permission of the SER.

CHANIN
ENGINEERING LLC
403 Nolana, Suite D
McAllen, Texas 78504
PH: (956) 687-9421 FAX: (956) 687-3211
www.chaninengineering.com
TBPE FIRM REG. NUMBER F-9369

SEAL:



11-02-12

PROJECT: Precinct #4 Storage Building
Hidalgo County, Texas

JOB NO.	12214
DATE:	11/02/12
DRAWN BY:	E.U.G.
CHECKED BY:	MC
REVISION:	
DRAWING NO:	S1.0

DEC 11 2012

GENERAL NOTES

EDINBURG, TEXAS 78542

DEC 11 2012

RECEIVED
BY

HIDALGO COUNTY PCT.#4

STRUCTURAL TESTS AND SPECIAL INSPECTION

1. THE OWNER SHALL EMPLOY A SPECIAL INSPECTOR TO PROVIDE INSPECTIONS DURING CONSTRUCTION ON THE TYPES OF WORK LISTED IN THIS SECTION.

2. THE FOLLOWING TERMS AND PHRASES SHALL HAVE THE MEANINGS SHOWN BELOW AS IT PERTAINS TO THIS SECTION.
   A. APPROVED AGENCY- AN ESTABLISHED AND RECOGNIZED AGENCY REGULARLY ENGAGED IN CONDUCTING AND FURNISHING SPECIAL INSPECTION SERVICES.
   B. APPROVED FABRICATOR - AN ESTABLISHED AND QUALIFIED FIRM APPROVED BY BUILDING OFFICIAL. SPECIAL INSPECTIONS ARE NOT REQUIRED WHEN WORK IS PERFORMED ON THE PREMISES OF AN APPROVED FABRICATOR.
   C. SPECIAL INSPECTION, CONTINUOUS- THE FULL TIME OBSERVATION OF WORK REQUIRING SPECIAL INSPECTION.
   D. SPECIAL INSPECTION, PERIODIC - THE PART TIME OR INTERMITTENT OBSERVATION OF WORK REQUIRING SPECIAL INSPECTION.

3. SPECIAL INSPECTORS SHALL KEEP RECORDS OF ALL INSPECTIONS AND SHALL FURNISH REPORTS TO THE BUILDING OFFICIAL AND TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE. DISCREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE CONTRACTOR FOR CORRECTION. IF THE DISCREPANCIES ARE NOT CORRECTED THEY SHALL BE BROUGHT TO THE ATTENTION OF THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE.

4. THE FOLLOWING ITEMS REQUIRE SPECIAL INSPECTION.

TABLE 1704.3
REQUIRED VERIFICATION AND INSPECTION OF STEEL CONSTRUCTION

VERIFICATION AND INSPECTION	CONTINUOUS	PERIODIC	REFERENCED STANDARD[a]	IBC REFERENCE
1. MATERIAL VERIFICATION OF HIGH-STRENGTH BOLTS, NUTS AND WASHERS:				
a. IDENTIFICATION MARKINGS TO CONFORM TO ASTM STANDARDS SPECIFIED IN THE APPROVED CONSTRUCTION DOCUMENTS.	—	X	APPLICABLE ASTM MATERIAL SPECIFICATIONS; AISC 360, SECTION A3.3	—
b. MANUFACTURER'S CERTIFICATE OF COMPLIANCE REQUIRED.	—	X	—	—
2. INSPECTION OF HIGH-STRENGTH BOLTING:				
a. BEARING-TYPE CONNECTIONS.	—	X	AISC 360, SECTION M2.5	1704.3.3
b. SLIP-CRITICAL CONNECTIONS.	X	X		
3. MATERIAL VERIFICATION OF STRUCTURAL STEEL:				
a. IDENTIFICATION MARKINGS TO CONFORM TO ASTM STANDARDS SPECIFIED IN THE APPROVED CONSTRUCTION DOCUMENTS.	—	—	ASTM A 6 OR ASTM A 568	1708.4
b. MANUFACTURERS' CERTIFIED MILL TEST REPORTS.	—	—	ASTM A 6 OR ASTM A568	
4. MATERIAL VERIFICATION OF WELD FILLER MATERIALS:				
a. IDENTIFICATION MARKINGS TO CONFORM TO AWS SPECIFICATION IN THE APPROVED CONSTRUCTION DOCUMENTS.	—	—	AISC 360, SECTION A3.5	—
b. MANUFACTURER'S CERTIFICATE OF COMPLIANCE REQUIRED.	—	—	—	—
5. INSPECTION OF WELDING:	—	—		
a. STRUCTURAL STEEL:				
1) COMPLETE AND PARTIAL PENETRATION GROOVE WELDS.	X	—	AWS D1.1	1704.3.1
2) MULTIPASS FILLET WELDS.	X	—		
3) SINGLE-PASS FILLET WELDS > 5/16"	X	—		
4) SINGLE-PASS FILLET WELDS ≤ 5/16"	—	X		
5) FLOOR AND ROOF DECK WELDS.	—	X	AWS D1.3	—
b. REINFORCING STEEL:	—	—	AWS D1.4 ACI 318: 3.5.2	—
1) VERIFICATION OF WELDABILITY OF REINFORCING STEEL OTHER THAN ASTM A 706.	—	X		
2) REINFORCING STEEL RESISTING FLEXURAL AND AXIAL FORCES IN INTERMEDIATE AND SPECIAL MOMENT FRAMES, AND BOUNDARY ELEMENTS OF SPECIAL REINFORCED CONCRETE SHEAR WALLS AND SHEAR REINFORCEMENT.	X	—		
3) SHEAR REINFORCEMENT.	X	—		
4) OTHER REINFORCING STEEL.	—	X		
6. INSPECTION OF STEEL FRAME JOINT DETAILS FOR COMPLIANCE WITH APPROVED CONSTRUCTION DOCUMENTS: a. DETAILS SUCH AS BRACING AND STIFFENING. b. MEMBER LOCATIONS. c. APPLICATION OF JOINT DETAILS AT EACH CONNECTION.	— — —	X — —	—	1704.3.2

TABLE 1704.4
REQUIRED VERIFICATION AND INSPECTION OF CONCRETE CONSTRUCTION

VERIFICATION AND INSPECTION	CONTINUOUS	PERIODIC	REFERENCED STANDARD[a]	IBC REFERENCE
1. INSPECTION OF REINFORCING STEEL, INCLUDING PRESTRESSING TENDONS, AND PLACEMENT.	—	X	ACI 318: 3.5, 7.1-7.7	1913.4
2. INSPECTION OF REINFORCING STEEL WELDING IN ACCORDANCE WITH TABLE 1704.3, ITEM 5b.	—	—	AWS D1.4 ACI 318: 3.5.2	—
3. INSPECT BOLTS TO BE INSTALLED IN CONCRETE PRIOR TO AND DURING PLACEMENT OF CONCRETE WHERE ALLOWABLE LOADS HAVE BEEN INCREASED.	X	—	—	1911.5
4. VERIFYING USE OF REQUIRED DESIGN MIX.	—	X	ACI 318: Ch. 4, 5.2-5.4	1904.2.2, 1913.2, 1913.3
5. AT THE TIME FRESH CONCRETE IS SAMPLED TO FABRICATE SPECIMENS FOR STRENGTH TESTS, PERFORM SLUMP AND AIR CONTENT TESTS, AND DETERMINE THE TEMPERATURE OF THE CONCRETE.	X	—	ASTM C 172 ASTM C 31 ACI 318: 5.6, 5.8	1913.10
6. INSPECTION OF CONCRETE AND SHOTCRETE PLACEMENT FOR PROPER APPLICATION TECHNIQUES.	X	—	ACI 318: 5.9, 5.10	1913.6, 1913.7, 1913.8
7. INSPECTION FOR MAINTENANCE OF SPECIFIED CURING TEMPERATURE AND TECHNIQUES.	—	X	ACI 318: 5.11-5.13	1913.9
8. INSPECTION OF PRESTRESSED CONCRETE: a. APPLICATION OF PRESTRESSING FORCES. b. GROUTING OF BONDED PRESTRESSING TENDONS IN THE SEISMIC-FORCE-RESISTING SYSTEM.	X X	—	ACI 318: 18.20 ACI 318: 18.18.4	—
9. ERECTION OF PRECAST CONCRETE MEMBERS.	—	X	ACI 318: Ch.16	—
10. VERIFICATION OF IN-SITU CONCRETE STRENGTH, PRIOR TO STRESSING OF TENDONS IN POSTTENSIONED CONCRETE AND PRIOR TO REMOVAL OF SHORES AND FORMS FROM BEAMS AND STRUCTURAL SLABS.	—	X	ACI 318: 6.2	—
11. INSPECT FORMWORK FOR SHAPE, LOCATION AND DIMENSIONS OF THE CONCRETE MEMBER BEING FORMED.	—	X	ACI 318: 6.1.1	—

TABLE 1704.7
REQUIRED VERIFICATION AND INSPECTION OF SOILS

VERIFICATION AND INSPECTION TASK	CONTINUOUS DURING TASK LISTED	PERIODICALLY DURING TASK LISTED
1. VERIFY MATERIALS BELOW FOOTINGS ARE ADEQUATE TO ACHIEVE THE DESIGN BEARING CAPACITY.	—	X
2. VERIFY EXCAVATIONS ARE EXTENDED TO PROPER DEPTH AND HAVE REACHED PROPER MATERIAL.	—	X
3. PERFORM CLASSIFICATION AND TESTING OF CONTROLLED FILL MATERIALS.	—	X
4. VERIFY USE OF PROPER MATERIALS, DENSITIES AND LIFT THICKNESSES DURING PLACEMENT AND COMPACTION OF CONTROLLED FILL.	X	—
5. PRIOR TO PLACEMENT OF CONTROLLED FILL, OBSERVE SUBGRADE AND VERIFY THAT SITE HAS BEEN PREPARED PROPERLY.	—	X

TABLE 1704.9
REQUIRED VERIFICATION AND INSPECTION OF PIER FOUNDATIONS

VERIFICATION AND INSPECTION TASK	CONTINUOUS DURING TASK LISTED	PERIODICALLY DURING TASK LISTED
1. OBSERVE DRILLING OPERATIONS AND MAINTAIN COMPLETE AND ACCURATE RECORDS FOR EACH PIER.	X	—
2. VERIFY PLACEMENT LOCATIONS AND PLUMBNESS, CONFIRM PIER DIAMETERS, BELL DIAMETERS (IF APPLICABLE), LENGTHS, EMBEDMENT INTO BEDROCK (IF APPLICABLE) AND ADEQUATE END BEARING STRATA CAPACITY.	X	
3. FOR CONCRETE PIERS, PERFORM ADDITIONAL INSPECTIONS IN ACCORDANCE WITH SECTION 1704.4.	—	—
4. FOR MASONRY PIERS, PERFORM ADDITIONAL INSPECTIONS IN ACCORDANCE WITH SECTION 1704.5.	—	—

CHANIN
ENGINEERING LLC
P.O. Box 1584
Mcallen, Texas 78505
PH: (956) 687-9421 FAX: (956) 687-3211
www.chaninengineering.com
TBPE FIRM REG. NUMBER F-9369

SEAL:

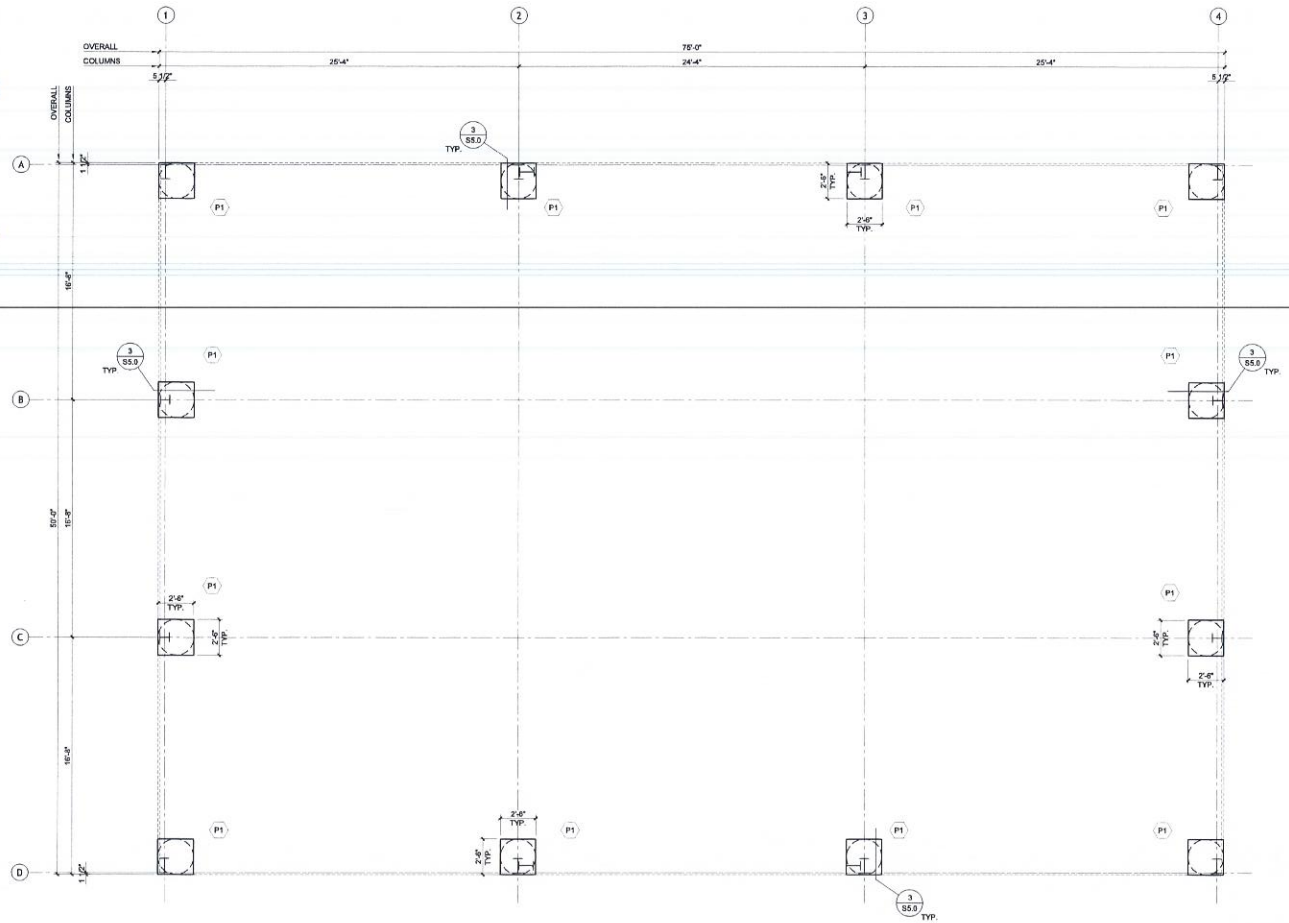
11-02-12

PROJECT: Precinct #4 Storage Building
Hidalgo County, Texas

JOB NO. 12214
DATE: 11/02/12
DRAWN BY: E.U.G.
CHECKED BY:MC
REVISION:

DRAWING NO:
S1.1

EDINBURG, TEXAS 78542
DEC 11 2012
RECEIVED
BY
HIDALGO COUNTY PCT.#4



NOTE: FOUNDATION IS BASED ON ASSUMED PRELIMINARY VALUES. ONCE GEOTHECHNICAL INVESTIGATION IS PROVIDED, FOUNDATION DESIGN MAY CHANGE.

FOUNDATION NOTES:

1. CONTRACTOR TO VERIFY ALL DIMENSIONS WITH ARCHITECTURAL PLANS BEFORE COMMENCING WORK.
2. CONTRACTOR TO VERIFY LOCATION OF ANY/ALL DROPS AND DRAINS IN SLAB WITH ARCHITECTURAL DRAWINGS.

N
TRUE NORTH

FOUNDATION PLAN

SCALE: 1/4"=1'-0"

CHANIN
ENGINEERING LLC
4401 Nolana, Suite 104
McAllen, Texas 78504
PH: (956) 687-9421 FAX: (956) 687-3211
www.chaninengineering.com
TBPE FIRM REG. NUMBER P-9369

SEAL:



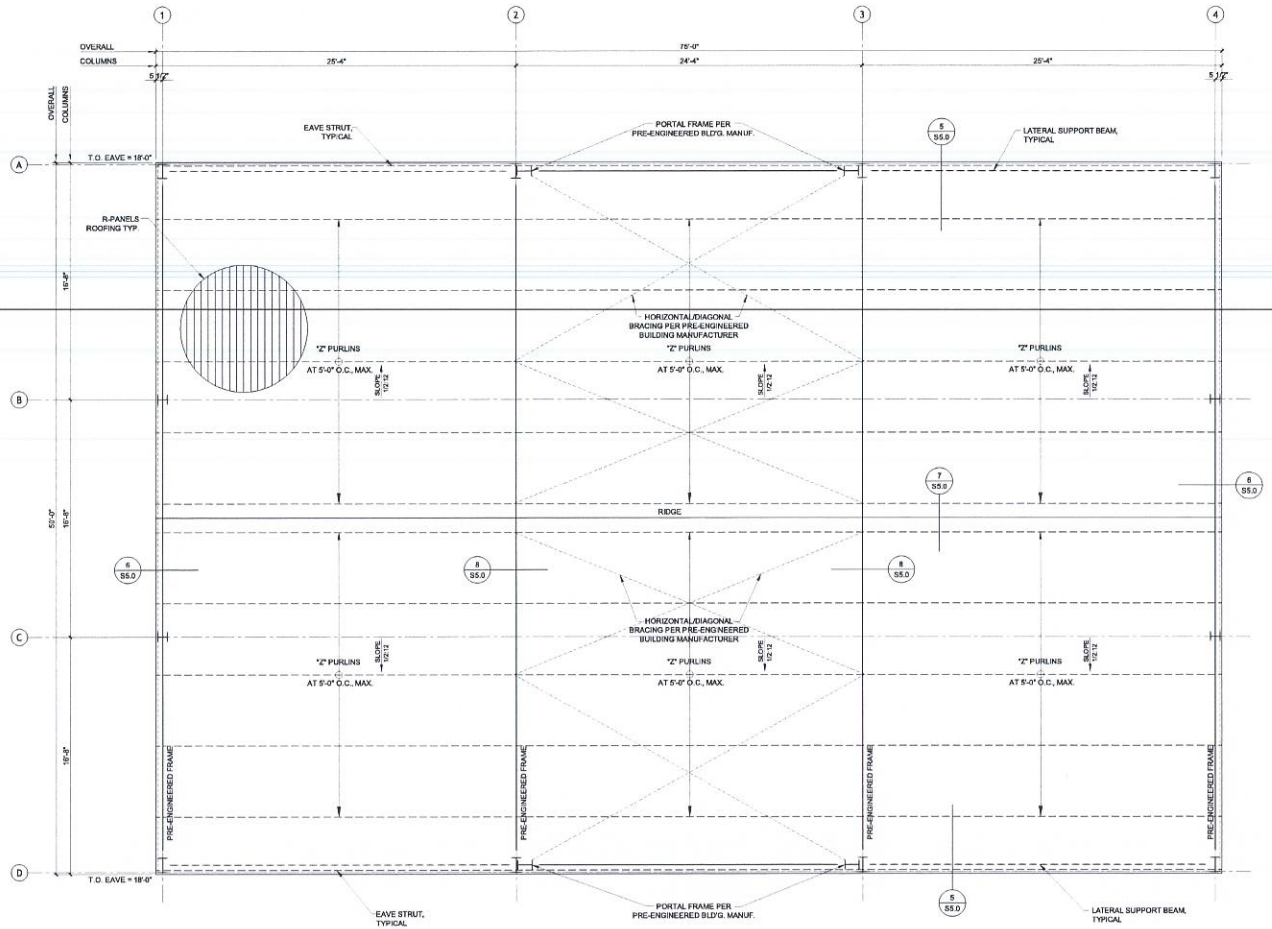
PROJECT:

Precinct #4 Storage Building

Hidalgo County, Texas

JOB NO.	12214
DATE:	11/02/12
DRAWN BY:	E.U.G.
CHECKED BY:	MC
REVISION:	
DRAWING NO:	S2.0

EDINBURG, TEXAS 78542
DEC 11 2012
RECEIVED
BY
HIDALGO COUNTY PCT.#4



N
TRUE NORTH

FRAMING PLAN

SCALE: 1/4"=1'-0"

FRAMING NOTES:

1. CONTRACTOR TO VERIFY ALL DIMENSIONS WITH ARCHITECTURAL PLANS BEFORE COMMENCING WORK.
2. REFER TO ARCHITECTURAL DRAWINGS FOR ANY ADDITIONAL DIMENSIONS.

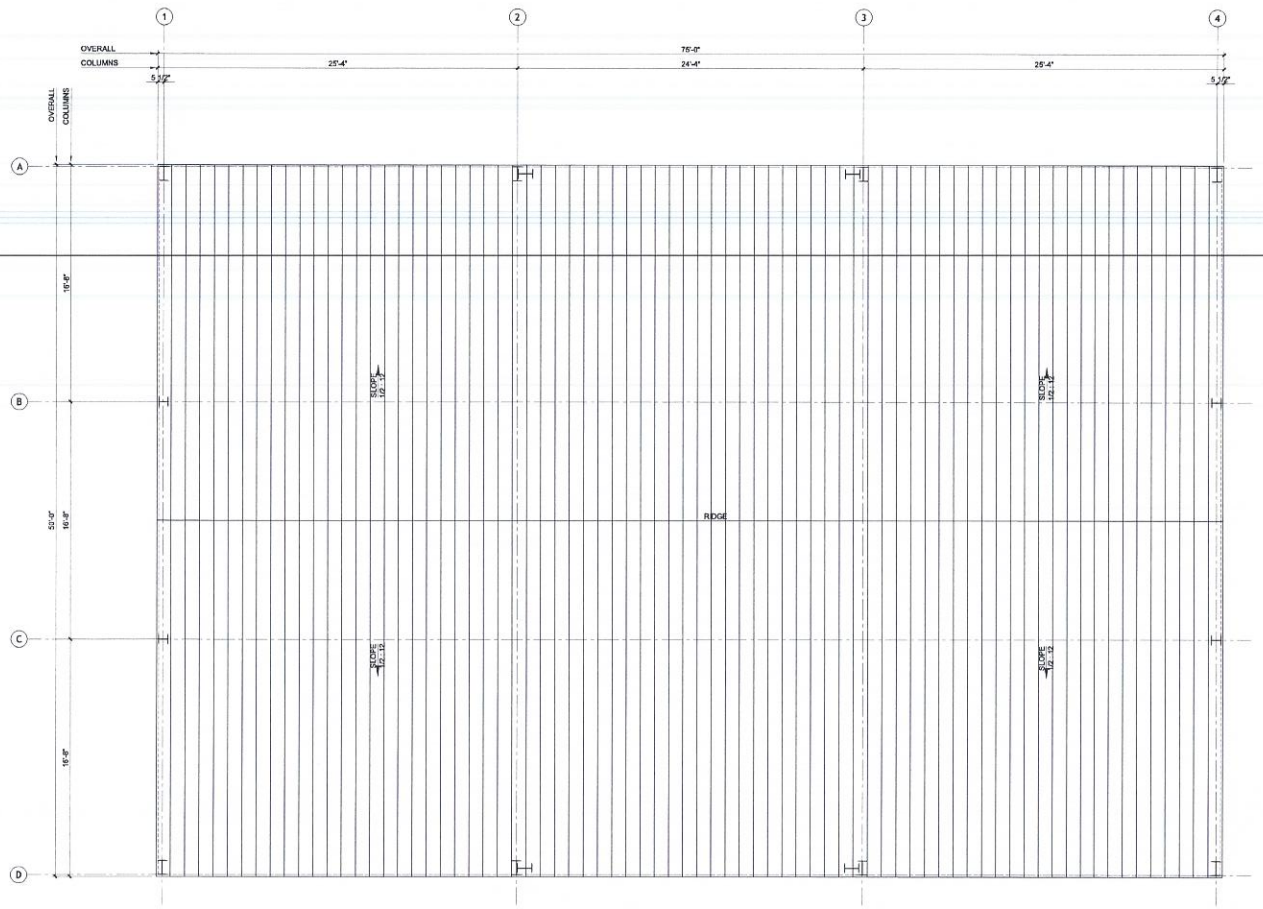
CHANIN
ENGINEERING
(A Texas Limited Liability Co.)
Mcallen, Texas 78504
PH: (956) 687-9421 FAX: (956) 687-3211
e-mail: chaninengineering.com
TBPE FIRM REG. NUMBER P-5969

SEAL:

PROJECT: Precinct #4 Storage Building
Hidalgo County, Texas

JOB NO. 12214
DATE: 11/02/12
DRAWN BY: E.U.G.
CHECKED BY:MC
REVISION:
DRAWING NO:
S3.0

EDINBURG, TEXAS 78542
DEC 1 1 2012
RECEIVED
BY
HIDALGO COUNTY PCT.#4



ROOF PLAN
SCALE: 1/4"=1'-0"

CHANIN ENGINEERING IS NOT THE OVERALL PROJECT ENGINEER.

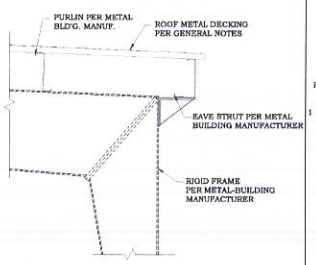
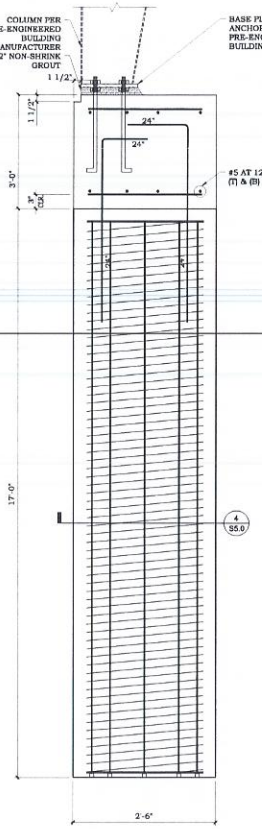
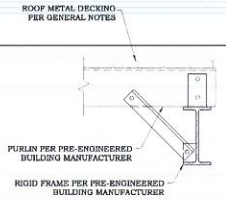
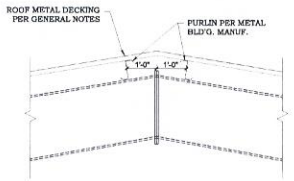
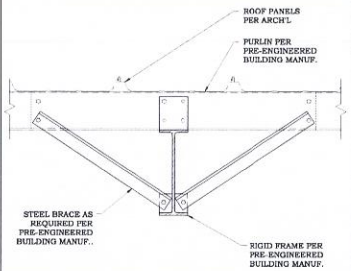
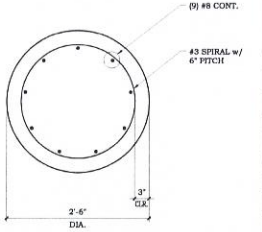
CHANIN
ENGINEERING LLC
400 Nolana, Suite D
McAllen, Texas 78504
PH: (956) 687-9421 FAX: (956) 687-3211
www.chaninengineering.com
TBPE FIRM REG. NUMBER F-9369

SEAL:

PROJECT:
Precinct #4 Storage Building
Hidalgo County, Texas

JOB NO. 12214
DATE: 11/02/12
DRAWN BY: E.U.G.
CHECKED BY:MC
REVISION:
DRAWING NO:
S4.0

EDINBURG, TEXAS 78542
RECEIVED
BY
DEC 11 2012
HIDALGO COUNTY PCT.#4

NOT USED	17	NOT USED	13	NOT USED	9	 RIGID FRAME DETAIL	5	 TYPICAL PIER ELEVATION (P1)	3
NOT USED	18	NOT USED	14	NOT USED	10	 RIGID FRAME	6				
NOT USED	19	NOT USED	15	NOT USED	11	 RIGID FRAME AT RIDGE	7				
NOT USED	20	NOT USED	16	NOT USED	12	 PURLING TO RIGID FRAME	8	 PIER CROSS SECTION	4

CHANIN
ENGINEERING LLC
400 Nolana, Suite D
McAllen, Texas 78504
PH: (956) 687-9421 FAX: (956) 687-3211
www.chaninengineering.com
TBPE FIRM REG. NUMBER P-9369

SEAL:


PROJECT:
Precinct #4 Storage Building
Hidalgo County, Texas

JOB NO. 12214
DATE: 11/02/12
DRAWN BY: E.U.G.
CHECKED BY: MC
REVISION:

DRAWING NO:
S5.0

Purchase Order

COUNTY OF HIDALGO

PO#: 666986

DATE: 11/23/11

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
Vendor Acct:

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

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 ADMINISTRAITON 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 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	52,500.00	52,500.00
		Total		52,500.00

****

For Hidalgo County use only

2 1-1342-431-00-124-075-0-720 52,500.00

Purchase Order

COUNTY OF HIDALGO

PO#: 666986

DATE: 11/23/11

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
Vendor Acct:

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

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 ----------		
	(1)	2-1342-431-00-124-075-0-720	$22,866.34	
	(1)	2-1342-431-00-124-075-0-739	$ 466.66	
	(1)	2-1342-431-00-124-078-0-720	$ 25,725.00	
	(1)	2-1342-431-00-124-078-0-739	$ 525.00	
	(1)	2-1342-431-00-124-079-0-720	$ 2,917.00	

AI-35668 **8. Q.**

CC CONSENT

Meeting Date: 12/18/2012

Submitted For: Juan Martinez, HC Fire Marshal Submitted By: Marty Salazar, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance through CC action of the explanation presented through Fire Marshal Office in connection with duplicate items received, kept and embroidered for use through Invoice #s 401926-$84.57 & 401127-$197.34 for a total $281.91 from GT Distributors (TASB-BuyBoard contract #363-10 with authority for payment by Hidalgo County Treasurer after the auditing protocol completed by Hidalgo County Auditor.

BACKGROUND

Note: As Auditor's Office would not accept my request to resolve issue through a Purchase Order Increase for reasons explained in e-mails, I would like to inform CC (as noted in Agenda Item caption) that all items are awarded through the Texas Association of School Boards (TASB) BuyBoard Purchasing Coop., Hidalgo County has met it's statutory competitive procurement requirements.

Fiscal Impact

FISCAL YEAR: 2012 ACCT. #: 2-1100-422-10-300-001-0-605

FUNDS AVAILABLE Y/N?: MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Attachments

CC Authorization

PO-Additional Info-GT

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	12/13/2012 02:33 PM
Budget & Management	Obdett Calzada	12/13/2012 03:07 PM
Roland Garcia	Rolando Garcia	12/14/2012 05:00 PM
Auditor's Office	Monica Badillo	12/14/2012 05:27 PM

Form Started By: Marty Salazar Started On: 12/10/2012 03:19 PM

Final Approval Date: 12/14/2012

AI-12213 **13. A. 12.**
CC REGULAR
Meeting Date: 11/18/2008
Submitted For: Marty Salazar **Submitted By:** Matilde Faz, PURCHASING DEPT.
Department: PURCHASING DEPT.

Information

CAPTION

A. Presentation for discussion, consideration, and approval to utilize the following cooperative purchasing vendors, for purchases on an "AS NEEDED BASIS" through our membership/participation with the Texas Association of School Boards Cooperative "Buy Board" awarded pricing including, but not limited to, Precincts, Departments, Program, Agencies, etc.:

Vendor	Contract Description	Contract #
Corporate Express of Texas, Inc.	Office Supplies & Equipment	254-06
Staples Business Advantage	Office Supplies & Equipment	254-06
Southern Tire Mart	Tires, Tubes & Automotive Products	239-05
O'Reilly Auto Parts	Tires, Tubes & Automotive Products	239-05
Burton Auto Supply	Tires, Tubes & Automotive Products	239-05
GT Distributors, Inc.	Public Safety & Fire House Supplies & Equipment	284-08
MSC Industrial Supply Co.	Maintenance, Repair & Operation Supplies & Equipment	263-07
Gulf Coast Paper Company	Custodial Supplies & Equipment	291-08
Superior Alarms	Supplemental Technology Products, Software & Supplies	289-08

B. Presentation for discussion, consideration and approval to utilize the following cooperative purchasing vendors, for purchases on an "AS NEEDED BASIS" through our membership/participation with Texas Procurement and Support Services (TPASS) awarded pricing including, but not limited to, Precincts, Department, Programs, Agencies, etc.:

The Hon Company c/o Corporate Express	Office Furniture	TXMAS-3-711090-22
Global Industries, Inc. c/o Corporate Express	Office Furniture	TXMAS-3-7111010-31
Mayline Company, LLC c/o Corporate Express	Office Furniture	TXMAS-4-7110330-26

Kimball International c/o Corporate Express	Office Furniture	TXMAS-3-711060-14
The Hon Company c/o Jones & Cook Stationers	Office Furniture	TXMAS-3-711090-11
Global Industries, Inc. c/o Jones & Cook Stationers	Office Furniture	TXMAS-3-7111010-32
Mayline Company, LLC c/o Jones & Cook Stationers	Office Furniture	TXMAS-4-7110330-29
Kimball International c/o Jones & Cook Stationers	Office Furniture	TXMAS-3-711060-28
Southern Tire Mart-Alamo---Michelin North America, Inc.	Tires, Pneumatic (New) for passenger, light/medium truck, & bus, & retread services	TXMAS-7-261010-92
Southern Tire Mart, LLC---Bridgestone Firestone	Tires, Pneumatic (New) for passenger, light/medium truck, & bus, & retread services	TXMAS-7-261020-27
GCR Tires Centers of Pharr TX Bridgestone Firestone	Tires, Pneumatic (New) for passenger, light/medium truck, & bus, & retread services	TXMAS-7-261020-55
MSC Industrial Supply Co.	Hardware Superstore	TXMAS-7-3-51V020
W. W. Grainger, Incorporated	Industrial Supplies & Equipment, Janitorial Supplies & Equipment	TXMAS-2-539030
The Sherwin Williams Company	Center for facilities Maintenance and Hardware	TXMAS-5-51V010
Acuity Specialty Products Group, Inc. DBA Zep Manufacturing Company	Food Service, Hospitality, Cleaning Equipment and Supplies, Chemicals and Services	TXMAS-6-73080

with term of authority to purchase from contracts detailed herein commencing upon approval and expiring December 31, 2009.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2008 **ACCT. #:** Various object codes

FUNDS AVAILABLE Y/N?: Yes **MATCHING FUNDS Y/N?:**

BUDGETARY IMPACT:

Funding will need to be determined on an "As Needed Basis".

Attachments

Buyboard Vendors List
TXMAS Vendors List
TXMAS Furniture Vendors List
TXMAS Tires Vendors List

TXMAS HARDWARE VENDOR

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	11/13/2008 01:35 PM
Budget & Management	Veronica Lopez	11/13/2008 02:24 PM
Auditor's Office		11/14/2008 05:12 PM

Form Started By: Matilde Faz Started On: 11/10/2008 10:45 AM

Final Approval Date: 11/14/2008

Martha Salazar

From: Martha Salazar [martha.salazar@co.hidalgo.tx.us]
Sent: Wednesday, October 03, 2012 5:29 PM
To: 'Ray Eufracio'
Cc: 'darlene betancourt'; 'Linda Fong'; 'Arcy Duran '; 'Matilde Faz'; 'Tanya.Delira'; 'Monica Hinojosa'
Subject: RE: GT Distributors-Double Shipped Order
Importance: High

I will look into the situation as it relates to PO increases on non-ordered "doubles". My e-mail was intended for this one incident only given this particular set of circumstances. In addition, if you can provide me information as to this suspicious practice by GT, I will inform Buy Board of the situation by their awarded vendor. I will ask the department to proceed with placement of the invoices on CC for action as the products were kept and used.
Thanks,
Marty

PS I will await your information.

From: Ray Eufracio [mailto:ray.eufracio@auditor.co.hidalgo.tx.us]
Sent: Wednesday, October 03, 2012 5:16 PM
To: 'Martha Salazar'
Cc: 'Linda Fong'; 'Arcy Duran '; 'darlene betancourt'; monica.badillo@co.hidalgo.tx.us
Subject: RE: GT Distributors-Double Shipped Order

I do not agree. I have been informed that this practice is used when goods are received for which you have not authorized the purchase. I do not believe this is proper as it appears to circumvent the statutory requirement.

In addition, it appears that this vendor has sent "double orders" to other departments expecting them to keep the goods that were not ordered. As a result the vendor is now canceling our account for non-payment of outstanding invoices for the "double orders".

From: Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Wednesday, October 03, 2012 4:52 PM
To: 'Ray Eufracio'
Cc: 'Linda Fong'; 'Arcy Duran '; 'darlene betancourt'; monica.badillo@co.hidalgo.tx.us
Subject: RE: GT Distributors-Double Shipped Order
Importance: High

Mr. Eufracio:
I have read the explanation provided by Ms. Monica Hinojosa in connection with the double shipped order. I am recommending that inasmuch as the situation appears to be a series of unfortunate inadvertent oversights, that the department be permitted to submit a purchase order increase to resolve the matter. Please advise if you will agree and accept this option as a solution.

Yours truly,
Marty Salazar

From: Ray Eufracio [mailto:ray.eufracio@auditor.co.hidalgo.tx.us]
Sent: Wednesday, October 03, 2012 10:06 AM
To: 'Martha L. Salazar'
Subject: FW: GT Distributors-Double Shipped Order
Importance: High

Requisition

Req # 00216520

PO # 675497
Date: 05/21/12

Bill To: x
x

Vendor : 77402
G.T. DISTRIBUTORS, INC.
P. O. BOX 16080
AUSTIN TX 78761-6080

Ship To: FIRE MARSHAL
1124 NORTH "M" RD.
EDINBURG TX 78539

Contact: Sulema Cavazos
956-318-2656

Contract No: BUYBOARD 363-10

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		BUYBOARD 363-10		
		DO NOT DUPLICATE ORDER		
3.00	EACH	CO 511-71049-019-XL (511 Performance Polo Black XL) 20092	28.19	84.57
2.00	EACH	CO 511-71049-019-L (Performance Polo Black Large 20092	28.19	56.38
3.00	EACH	CO 511-74273-120-38-30 (511 Tactlite Pro Pants Coyote W-38 L-30) 34034	35.24	105.72
1.00	EACH	CO 511-74273-019-38-30 (511 Tactile Pro Pants Black W-38 L-30) 34034	35.24	35.24
		Account No	Encumbrance	
		2-1100-422-10-300-001-0-605	281.91	
			Freight	.00
			Total	281.91
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Buyboard 363-10 06/01/10 thru 05/31/13

Comm. Code by perditure as of 05/21/12

work clothes 20092 → 2,692.81

Fire Protection Clothing 34034 → ? expenditures

Authorized By: _____