AI-37949 **2. A.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: TX. AGRILIFE EXT. SERVICES

Information

CAPTION

2013 - Texas A&M AgriLife Extension Service (1287)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1287-461-20-380-002-3

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

BUDGETARY IMPACT:

Attachments

Transfer Form

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/27/2013 01:35 PM
Budget & Management	Ivan Cantu	03/27/2013 01:35 PM
Glinda Pacheco		
Auditor's Office		

Form Started By: Nora Linda Cruz Started On: 03/27/2013 10:47 AM

DATE: **March 27, 2013**

DEPARTMENT HEAD: **Barbara Storz**

DEPARTMENT NAME: **TEXAS A&M AGRILIFE EXTENSION**

ACCOUNT NUMBER: **3-1287461-20-380-002-3**

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	Out of County Employee Travel	**581**	In-County Employee Travel	**300.00**

AI-37728 **2. B.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: TX. AGRILIFE EXT. SERVICES

Information

CAPTION

2013 - Texas AgriLife Extension Service (1287)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1287-461-20-380-002-3-XXX

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

BUDGETARY IMPACT:

Employee in grant is under temporary employment, therefore health insurance expenditures are not incurred. Funds available as of 03/26/2013 -- no salary analysis required.

Attachments

Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/18/2013 08:23 AM
Ana Galvan	Ana Galvan	03/25/2013 09:57 AM
Budget & Management	Obdett Calzada	03/25/2013 10:06 AM
Ana Galvan	Obdett Calzada	03/25/2013 10:07 AM
Sylvia Solis	Sylvia Solis	03/26/2013 07:46 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Nora Linda Cruz Started On: 03/18/2013 07:41 AM

Final Approval Date: 03/28/2013

DATE: **March 18, 2013**

DEPARTMENT HEAD: **Barbara Storz**

DEPARTMENT NAME: **TEXAS A&M AGRILIFE EXTENSION**

ACCOUNT NUMBER: **3-1287-461-20-380-002-3**

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**
211	Health Insurance	**260**	Worker's Compensation	**$10.00**
			TOTAL	**10.00**

REASON: **To properly classify expenditures for Worker's Compensation insurance for grant employee.**

Barbara C. Storz

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE / /

ATTEST COUNTY CLERK

AI-37813 **2. C.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: ELECTIONS DEPT.

Information

CAPTION

2013-Elections Department (1100)

BACKGROUND

2013- LIT

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-414-00-130-001-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 03/25/2013.

Attachments

3-20-13 LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/20/2013 03:05 PM
Ana Galvan	Ana Galvan	03/25/2013 10:49 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Rosie Diaz Started On: 03/20/2013 02:25 PM

Final Approval Date: 03/28/2013

DATE: March 20, 2013

DEPARTMENT HEAD: Yvonne Ramon

DEPARTMENT NAME: Elections Department

ACCOUNT NUMBER: 3-1100-414-00-130-001-0-XXX

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

2013
Transfer

AI- 37813

COUNTY ELECTIONS ADMINISTRATOR
HIDALGO COUNTY, TEXAS

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	743	Elections Dept- Office furn & Equip	$700.00
			TOTAL	$700.00

REASON:

Transfer to pay bill.

_____ / / _____

Approved by **DATE**

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-37941 **2. D.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: ELECTIONS DEPT.

Information

CAPTION

2013 - Elections Department (1100)

BACKGROUND

2013 LIT

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-414-00-130-001-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 03/27/2013.

Attachments

3-26-13 LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/26/2013 03:52 PM
Ana Galvan	Ana Galvan	03/27/2013 12:48 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Rosie Diaz Started On: 03/26/2013 03:39 PM

Final Approval Date: 03/28/2013

DATE: March 26, 2013

DEPARTMENT HEAD: Yvonne Ramon

DEPARTMENT NAME: Elections Department

ACCOUNT NUMBER: 3-1100-414-00-130-001-0-XXX

2013
Transfer

AI- 37941

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	339	Elections Dept- Other Professional services	$2,500.00
			TOTAL	$2,500.00

REASON:

Transfer to pay bill.

_____ / / _____

Approved by **DATE**

APPROVED COMMISSIONERS' COURT **ATTEST COUNTY CLERK**

AI-37820 **2. E.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: ELECTIONS DEPT.

Information

CAPTION

2013 - Elections Department (1100)

BACKGROUND

Elections LIT

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-414-00-130-001-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 03/25/2013.

Attachments

LIT 3-20-13 -320

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/21/2013 07:48 AM
Ana Galvan	Ana Galvan	03/25/2013 10:52 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Rosie Diaz Started On: 03/20/2013 03:46 PM

Final Approval Date: 03/28/2013

DATE: March 20, 2013

DEPARTMENT HEAD: Yvonne Ramon

DEPARTMENT NAME: Elections Department

ACCOUNT NUMBER: 3-1100-414-00-130-001-0-XXX

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

2013
Transfer

AI- 37820

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	320	Elections Dept- Professional Services	$500.00
			TOTAL	$500.00

REASON:

Transfer to pay bill.

_____ / / _____

Approved by **DATE**

APPROVED COMMISSIONERS' COURT **ATTEST COUNTY CLERK**

AI-37685 **2. F.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-441-00-340-003-0-XXX

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

BUDGETARY IMPACT:

Available funds as of 3/25/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/14/2013 03:10 PM
Glinda Pacheco	Glinda Pacheco	03/25/2013 08:29 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Mike Escaname Started On: 03/14/2013 10:44 AM

Final Approval Date: 03/28/2013

Date: March 14, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health Department
Account Number: 3-1100-441-00-340-003-0 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)	AMOUNT
3-1100-441-00-340-003-0-604	HEALTH CLINICS-MEDICAL & LAB SUPPL	3-1100-441-00-340-003-0-619	HEALTH CLINICS-OTHER MISC SUPPLIES	$ 1,000.00
			Amount	$ 1,000.00

Revenue Account
Amount Requested: $ 1,000.00

Reason: Funds needed to meet anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-37826 **2. G.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-013-3-XXX

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

BUDGETARY IMPACT:

Funding available as of 3/21/13.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/21/2013 08:16 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Mike Escaname Started On: 03/20/2013 04:02 PM

Final Approval Date: 03/28/2013

Date: March 20, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-013-3- TDH PHPSB
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)	AMOUNT
3-1293-441-00-340-013-3-441	TDH PHPSB-LAND & BLDG RENTALS	3-1293-441-00-340-013-3-320	TDH PHPSB-PROFESSIONAL SERVICES	$12,370.00
3-1293-441-00-340-013-3-339	TDH PHPSB-OTHER PROF SRV	3-1293-441-00-340-013-3-320	TDH PHPSB-PROFESSIONAL SERVICES	$12,630.00
3-1293-441-00-340-013-3-339	TDH PHPSB-OTHER PROF SRV	3-1293-441-00-340-013-3-320	TDH PHPSB-PROFESSIONAL SERVICES	$2,202.00
3-1293-441-00-340-013-3-601	TDH PHPSB-OFFICE & COMPU	3-1293-441-00-340-013-3-320	TDH PHPSB-PROFESSIONAL SERVICES	$1,798.00
			Amount	$ 29,000.00

Revenue Account
Amount Requested: $ 29,000.00

Reason: Line item transfer needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-37798 **2. H.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2013 - Health & Human Services Dept. (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-005-0-XXX

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

BUDGETARY IMPACT:

Available funds as of 3/25/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/20/2013 12:49 PM
Glinda Pacheco	Glinda Pacheco	03/25/2013 01:34 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Mike Escaname Started On: 03/20/2013 10:46 AM

Final Approval Date: 03/28/2013

Date: March 20, 2013
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 3-1293-441-00-340-005-0-
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)	AMOUNT
3-1293-441-00-340-005-0-741	H.D. ADM-VEHICLES	3-1293-441-00-340-005-0-748	H.D. ADM-OTHER EQUIPMENT	$ 1,000.00
			Amount	$ 1,000.00

Revenue Account
Amount Requested: $ 1,000.00

Reason: Needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

AI-37627 **2. I.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Rene Guerra, Criminal District Attorney

Submitted By: Nelda Olivarez, HIDTA

Department: HIDTA

Information

CAPTION

2013 - HIDTA US Justice (1254)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1254-412-00-270-014-0-XXX

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

BUDGETARY IMPACT:

Available funds as of 3/25/13.

Attachments

Transfer#1

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/18/2013 03:44 PM
Glinda Pacheco	Glinda Pacheco	03/25/2013 02:21 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Nelda Olivarez Started On: 03/12/2013 10:03 AM

Final Approval Date: 03/28/2013

DATE: March 18, 2013

Transfer Number: 1

DEPARTMENT HEAD: RENE GUERRA, CRIMINAL DISTRICT ATTORNEY

DEPARTMENT NAME: HIDALGO COUNTY HIDTA TASK FORCE

ACCOUNT NUMBER: 1254-412-00-270-014-0-xxx U.S. Justice -Asset Forfeiture Funds

SUBJECT: Budget Line-Item Transfers (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		*TO*		
ACCOUNT NO.(S)	*ACCOUNT NAME*	*ACCOUNT NO.(S)*	*ACCOUNT NAME*	*AMOUNT*
3-1254-412-00-270-014-0- 626	Gasoline	3-1254-412-00-270-014-0- 583	Out of county employee travel	4,500.00
3-1254-412-00-270-014-0- 741	Vehicles	3-1254-412-00-270-014-0- 583	Out of county employee travel	500.00
3-1254-412-00-270-014-0- 741	Vehicles	3-1254-412-00-270-014-0- 584	Registration fees	438.00
3-1254-412-00-270-014-0- 741	Vehicles	3-1254-412-00-270-014-0- 585	Non-employee travel	1,000.00
3-1254-412-00-270-014-0- 741	Vehicles	3-1254-412-00-270-014-0- 423	Custodial	3,000.00
3-1254-412-00-270-014-0- 741	Vehicles	3-1254-412-00-270-014-0- 622	Electricity	3,000.00
	TOTAL			**12,438.00**

REASON: TO FUND UNANTICIPATED EXPENDITURES

Dora L. Munoz
H.I.D.T.A. Task Force Commander

3/18/2013
DATE

Attest County Clerk

__/__/__
DATE

Budget Officer

__/__/__
DATE

Approved Commissioners' Court

__/__/__
DATE

AI-37754 **2. J.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Shonda Dominguez, FACILITIES MANAGEMENT

Department: FACILITIES MANAGEMENT

Information

CAPTION

2013 - Facilities Management (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-419-40-220-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 3/19/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/19/2013 10:29 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Shonda Dominguez Started On: 03/19/2013 08:26 AM

Final Approval Date: 03/28/2013

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: March 19, 2013

2013
Transfer

DEPARTMENT HEAD: Irene Cantu

DEPARTMENT NAME: Facilities Management Dept.

ACCOUNT NUMBER: 31100419402200010XXX

SUBJECT: **Intradepartmental transfer(s)**

Agenda item # 37754

Contact: Shonda Dominguez
Ph#: 956-289-7851

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
671	bldg & othr struc r&m supp	661	minor office furniture and equipment	$ 3,000.00
			TOTAL	$ 3,000.00

REASON: Need to create object code to cover the cost of storage cabinets needed for the new admin bldg.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

Form DBM-201

AI-37689 **2. K.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Edna Kirby, IT DEPARTMENT

Department: IT DEPARTMENT

Information

CAPTION

2013 - Justice Court Tech (1242)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1242-412-00-060-001-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 03/25/2013.

Attachments

Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/14/2013 03:11 PM
Ana Galvan	Ana Galvan	03/25/2013 10:46 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Edna Kirby Started On: 03/14/2013 02:47 PM

Final Approval Date: 03/28/2013

DATE: **April 2, 2013**

DEPARTMENT HEAD: **Renan Ramirez**

DEPARTMENT NAME: **Information Technology Dept.**

ACCOUNT NUMBER: **3-1242-412-00-060-001-0-XXX Justice Court Tech**

SUBJECT: **Intradepartmental Transfer/s**

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, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
601	Offfice & Computer Supplies	619	Other Misc Supplies	$389.90
			TOTAL	**$389.90**

REASON: **Transfer is needed to purchase car chargers for their data cards.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE (/ /)

ATTEST COUNTY CLERK

AI-37746 **2. L.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Edna Kirby, IT DEPARTMENT

Department: IT DEPARTMENT

Information

CAPTION

2013 - IT Countywide (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-00-200-002-0-XXX

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

BUDGETARY IMPACT:

Available funds as of 3/28/13.

Attachments

Lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/18/2013 01:40 PM
Glinda Pacheco	Glinda Pacheco	03/28/2013 09:20 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Edna Kirby Started On: 03/18/2013 12:26 PM

Final Approval Date: 03/28/2013

DATE: April 2, 2013

DEPARTMENT HEAD: Renan Ramirez

DEPARTMENT NAME: Information Technology Dept.

ACCOUNT NUMBER: 3-1100-415-00-200-002-0-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
745	IT COUNTYWIDE - COMPUTER EQUIPMENT	336	IT COUNTYWIDE - COMPUTER SERVICES	$19,013.00

AI-37822 **2. M.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Nielda Cavazos, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

2013 - Purchasing (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-18-160-001-0-XXX

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

BUDGETARY IMPACT:

Available balance as of 3/25/13.

Attachments

line item

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/21/2013 07:52 AM
Glinda Pacheco	Glinda Pacheco	03/25/2013 12:38 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Nielda Cavazos Started On: 03/20/2013 03:48 PM

Final Approval Date: 03/28/2013

DATE: **March 20, 2013**

DEPARTMENT HEAD: **Martha L. Salazar, CPPB**

DEPARTMENT NAME: **Purchasing**

ACCOUNT NUMBER: **3-1100-415-18-160-001-0**

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**
743	office furniture and equipment	747	software	**$1,000.00**

AI-37745 **2. N.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Norma Longoria Submitted By: Margarita Gonzalez, WIC

Department: WIC

Information

CAPTION

2013 - WIC (1292)

BACKGROUND

L/T

3.1292.441.00.350.001.3.xxx

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1292-441-00-350-001-3-XXX

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

BUDGETARY IMPACT:

Available funds as of 3/25/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/19/2013 12:38 PM
Glinda Pacheco	Glinda Pacheco	03/25/2013 10:56 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Margarita Gonzalez Started On: 03/18/2013 12:11 PM

Final Approval Date: 03/28/2013

DATE:		03/19/13					
WIC DIRECTOR:		NORMA LONGORIA					
DEPARTMENT NAME:		HIDALGO COUNTY WIC PROGRAM					
ACCOUNT NUMBER:		3.1292.441.00.350.001.3. WIC					
SUBJECT:		BUDGET LINE ITEM TRANSFER					
Honorable Commissioners' Court of Hidalgo County:							
I submit to you for your consideration the following line-item transfer(s) in accordance with the Local Government Code							
FROM				TO			
ACCOUNT NUMBER		Account Name		ACCOUNT NO.(S)		ACCOUNT NAME	AMOUNT
3.1292.441.00.350.001.3	535	Postage	→	3.1292.441.00.350.001.3	531	Telephone	10,000.00
3.1292.441.00.350.001.3	581	Travel In County	→	3.1292.441.00.350.001.3	531	Telephone	5,000.00
3.1292.441.00.350.001.3	603	Education/Instruction Suppli	→	3.1292.441.00.350.001.3	531	Telephone	5,000.00
3.1292.441.00.350.001.3	601	Office & Compu Supplies	→	3.1292.441.00.350.001.3	531	Telephone	5,000.00
3.1292.441.00.350.001.3	626	Gasoline/Diesel	→	3.1292.441.00.350.001.3	531	Telephone	5,000.00
3.1292.441.00.350.001.3	604	Medical & Lab Supplies	→	3.1292.441.00.350.001.3	531	Telephone	5,500.00
3.1292.441.00.350.001.3	609	Agricultural & Landacaping	→	3.1292.441.00.350.001.3	531	Telephone	1,281.00
3.1292.441.00.350.001.3	613	Safety Supplies	→	3.1292.441.00.350.001.3	531	Telephone	1,000.00
3.1292.441.00.350.001.3	631	BottleWater	→	3.1292.441.00.350.001.3	531	Telephone	2,000.00
3.1292.441.00.350.001.3	661	Minor OfficeFurn. & Equip	→	3.1292.441.00.350.001.3	531	Telephone	1,000.00
3.1292.441.00.350.001.3	550	Printing & Binding	→	3.1292.441.00.350.001.3	531	Telephone	2,000.00
3.1292.441.00.350.001.3	671	Building & Other Struc R&M	→	3.1292.441.00.350.001.3	531	Telephone	2,000.00
3.1292.441.00.350.001.3	425	Pest Control	→	3.1292.441.00.350.001.3	531	Telephone	1,000.00
3.1292.441.00.350.001.3	524	General Insurance	→	3.1292.441.00.350.001.3	531	Telephone	3,000.00
3.1292.441.00.350.001.3	619	Other Misc Supplies	→	3.1292.441.00.350.001.3	531	Telephone	1,000.00
3.1292.441.00.350.001.3	664	Other Minor Equip.	→	3.1292.441.00.350.001.3	531	Telephone	500.00
3.1292.441.00.350.001.3	665	Minor Computer Equip.	→	3.1292.441.00.350.001.3	531	Telephone	500.00
3.1292.441.00.350.001.3	312	Indirect Cost	→	3.1292.441.00.350.001.3	531	Telephone	20,000.00
						Total:	70,781.00
To encumber cost for the FY 2013 Grant.							

AI-37720 **2. O.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Martin Cantu, Constable Pct 2 Submitted By: Ana Galvan, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - Constable Pct 2 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-421-00-292-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 3/25/2013.

Attachments

Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/18/2013 07:16 AM
Obdett Calzada	Obdett Calzada	03/25/2013 12:23 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Ana Galvan Started On: 03/15/2013 03:21 PM

Final Approval Date: 03/28/2013

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: March 14, 2013

DEPARTMENT HEAD: MARTIN "MARTY" CANTU

DEPARTMENT NAME: Constable Precinct #2

ACCOUNT NUMBER: 3-1100-421-00-292-001-0-XXX

SUBJECT: **Intradepartmental transfer(s)**

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
890	Other	601	Office & computer supplies	$ 1,000.00
			TOTAL	$ 1,000.00

REASON: to buy office supplies

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /
DATE

ATTEST COUNTY CLERK

Form DBM-201

AI-37770 **2. P.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

2013 – PCT.2 RD & MAINT (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-122-006-0-890

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

BUDGETARY IMPACT:

Available funds as of 3-25-13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/19/2013 03:18 PM
Glinda Pacheco	Glinda Pacheco	03/25/2013 03:05 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Marcie Jackson Started On: 03/19/2013 01:53 PM

Final Approval Date: 03/28/2013

DATE: March 19, 2013

2013
Transfer

DEPARTMENT HEAD: Raul Silguero

DEPARTMENT NAME: Hidalgo County Precinct No.2
Pct2 Rd Maint (1200)

ACCOUNT NUMBER: 3-1200-431-00-122-006-0-890

AI-37770 04/02/13

Contact Person: Marcie Jackson **Ph#:** (956) 787-1891 Ext. 2010

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	PCT2 RD MAINT-OTHER	605	PCT2 RD MAINT-CLOTHING & UNIFORMS	$300.00
			TOTAL	300.00

REASON:
Transfer needed to fund future expenditures.

/ /

DEPARTMENT HEAD SIGNATURE **DATE**

APPROVED COMMISSIONERS' COURT **ATTEST COUNTY CLERK**

AI-37928 **2. Q.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

2013 - Pct. #4 BCAP (1312)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1312-431-00-124-329-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 3/26/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/26/2013 12:18 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Marcie Jackson Started On: 03/26/2013 10:36 AM

Final Approval Date: 03/28/2013

DATE: March 26, 2013

2013
Transfer

DEPARTMENT HEAD: Agapito Vargas

DEPARTMENT NAME: Border Colonia Access Program for PCT. NO. 4 BCAP- (1312)

ACCOUNT NUMBER: 3-1312-431-00-124-329-0-XXX

AI-37928 04/02/13

Contact Person: Marcie Jackson **Ph#:** (956) 787-1891 Ext. 2010

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
899	HOEHN DRIVE SUBDIVISION-CONTINGENCY	334	HOEHN DRIVE SUBDIVISION-ENG & ARCH SRV	$8,800.00
899	HOEHN DRIVE SUBDIVISION-CONTINGENCY	731	HOEHN DRIVE SUBDIVISION-ROADS	$67,936.50
540	HOEHN DRIVE SUBDIVISION-ADVERTISING	731	HOEHN DRIVE SUBDIVISION-ROADS	$600.00
			TOTAL	$77,336.50

REASON:
Transfer needed for completion of project.

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-37844 **3. A.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Pct. 1 Drainage Improv. Prj. Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 Drain Improv. Proj. (1200):
Approval of 2013 interdepartmental transfer from Rd. Maint, program #005, to Drainage Improvement Project, program #052, in the amount of $11,333.87 to fund payroll expenditures.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1200-431-00-121-0XX-0-XXX

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

BUDGETARY IMPACT:

prgm 005--> 052; funds available as of 3-27-13

Various year-end adjustments were made by Payroll department, which affected the 2013 salaries & fringes budget.

Attachments

Pct. 1 Drain. Improv. transfer

Form Review

Inbox	Reviewed By	Date
Ivan Cantu	Ivan Cantu	03/26/2013 02:09 PM
Budget & Management (Originator)	Ivan Cantu	03/26/2013 02:16 PM
Olga Garza	Olga Garza	03/27/2013 03:08 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Ivan Cantu Started On: 03/21/2013 12:58 PM

Final Approval Date: 03/28/2013

DATE: April 2, 2013

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

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

ACCOUNT NUMBER: 3-1200-431-00-121-0XX-0-XXX

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

2013

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:			
3-1200-431-00-121-005-0- 432	Pct. 1 Rd. Maint.-	Equip. & Veh. R & M Svcs.	(11,333.87)
TO:			
3-1200-431-00-121-052-0- 113	Pct. 1 Drain Improv. Proj.-	Reg. F/T Employees	9,465.30
3-1200-431-00-121-052-0- 220	Pct. 1 Drain Improv. Proj.-	FICA	747.31
3-1200-431-00-121-052-0- 230	Pct. 1 Drain Improv. Proj.-	Retirement	976.81
3-1200-431-00-121-052-0- 250	Pct. 1 Drain Improv. Proj.-	Unemployment Comp.	47.32
3-1200-431-00-121-052-0- 260	Pct. 1 Drain Improv. Proj.-	Workers Comp.	97.13
	TOTAL BUDGET INCREASE (DECREASE)		-

REASON: To fund payroll expenditures for the Pct. 1 Drainage Improvement Project.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

/ /

DATE

ATTEST, COUNTY CLERK

AI-37923 **3. B.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Pct. #3 BCAP (1312):
Approval of 2013 interdepartmental transfer from BCAP Casa De Los Vecinos Subdivision, program no. 141, to BCAP Ramirez Subdivision No.2, program no. 588 in the total amount of $2,000.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 3 ACCT. #: 3-1312-431-00-123-141-0-731

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

BUDGETARY IMPACT:
Available funds as of 3/27/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/26/2013 12:21 PM
Olga Garza	Olga Garza	03/27/2013 03:38 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Marcie Jackson Started On: 03/26/2013 09:40 AM

Final Approval Date: 03/28/2013

DATE: **March 26, 2013**

DEPARTMENT HEAD: **Agapito Vargas Jr.**

2013
Interdepartmental Transfer

DEPARTMENT NAME: **Hidalgo County Border Colonia Access Program**

AI-37923 04/02/13

ACCOUNT NUMBER: **3-1312-431-00-123-141-0-731**

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:		
3-1312-431-00-123-141-0- 731	CASA DE LOS VECINOS SUBDIVISION	ROADS
3-1312-334-30-123-141-0- 000	PCT.3 BCAP III-CASA DE LOS VECINOS	REVENUE
TO:		
3-1312-431-00-123-588-0- 731	RAMIREZ SUBDIVISION NO.2	ROADS
3-1312-334-30-123-588-0- 000	**PCT.3 BCAP III-RAMIREZ SUBDIVISION NO.2**	REVENUE

TOTAL BUDGET INCREASE (DECREASE)

REASON: Transfer is needed for completion of project.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT

_____/_____/_____
DATE

AMOUNT
(2,000.00)
(2,000.00)
2,000.00
2,000.00
-

ATTEST, COUNTY CLERK

AI-37785 **3. C.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Pct #4 Submitted By: Manuel Chapa, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. #4 C.O. 2010 A&B Series (1342):
Approval of 2013 interdepartmental transfer within Certificate of Obligations Series 2010A&B - Precinct #4 Drainage Improvement Project from (program 036) to Dickerson Pond (program 048 - $22,400), and to North Branch Drain (program 049 - $9,100) in the total amount of $31,500 to fund January 2013 Drainage - Labor (PP#1&2) & Fuel Reimbursements.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1342-431-00-124-036-0-890

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

BUDGETARY IMPACT:

Funding available as of 3-19-13
3-1342-431-00-124-036-0-890 --> 3-1342-431-00-124-0XX-0-733 $31,500
To fund January 2013 Drainage Labor & Fuel reimbursements.

Attachments

interdept tranfer

Form Review

Inbox	Reviewed By	Date
Manuel Chapa (Originator)	Manuel Chapa	03/28/2013 08:13 AM
Budget & Management	Ivan Cantu	03/28/2013 08:15 AM
Roland Garcia	Rolando Garcia	03/28/2013 09:18 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Manuel Chapa Started On: 03/19/2013

Final Approval Date: 03/28/2013

DATE: March 28, 2013

2013
Transfer

DEPARTMENT HEAD: Sergio Cruz

DEPARTMENT NAME: Department of Budget & Management for
C.O. Pct#4 Drainage Improvement Project (1342)

AI# 37785

ACCOUNT NUMBER: 3-1342-431-00-124-XXX-0-XXX

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

Contact: Manuel Chapa
Ph#: 292-7025 Ext. 5760

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer(s) (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

ACCOUNT NUMBER	ACCOUNT NAME	INCREASE (DECREASE) AMOUNT
3-1342-431-00-124-036-0-890	CO2010A&B-PCT4 DRAIN IMPROV-OTHER	(31,500.00)
3-1342-431-00-124-048-0-733	CO2010A&B-PCT4 DICKERSON POND-DRAINAGE DITCHES	22,400.00
3-1342-431-00-124-049-0-733	CO2010A&B-PCT4 NORTH BRANCH DRAIN-DRAINAGE DITCHES	9,100.00
	TOTAL BUDGET INCREASE (DECREASE)	**0.00**

REASON:

Interdepartmental transfer to programs 048 & 049 to fund Labor (PP 1 &2) and Fuel Pct#4 Drainage Improvement Reimbursements for the month of January\ 2013.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

_____/_____/_____
DATE

ATTEST COUNTY CLERK

AI-37975 **4. A.**

CC CONSENT

Meeting Date: 04/02/2013

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

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 Sanitation (1100):
Approval of 2013 interfund transfer from CW Adm.-Contingency (1200) to Pct. 1 Sanitation (1100) in the amount of $100,000.00 to fund waste management services for the months of April & May 2013.

BACKGROUND

Refer to AI #37671, CC 4-2-13 for contract renewal with BFI Waste. Contract renewal term is from April 30, 2013 to April 29, 2014 (1 year).

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1XXX-XXX-0X-XXX-XXX-0-XXX

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

BUDGETARY IMPACT:

CW Adm.-Contingency (1200, program 030) to Pct. 1 Sanitation (1100, program 001) to fund waste management services for the months of April & May 2013.

Funds available as of 3-28-13

Attachments

Pct. 1 Sanitation Interfund Transfer

Form Review

Inbox	Reviewed By	Date
Ivan Cantu	Ivan Cantu	03/28/2013 10:52 AM
Budget & Management (Originator)	Ivan Cantu	03/28/2013 10:52 AM
Merlen P. Munoz	Merlen P. Munoz	03/28/2013 12:16 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Ivan Cantu Started On: 03/28/2013 09:04 AM

Final Approval Date: 03/28/2013

DATE: April 2, 2013

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

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

2013
Interfund Transfer

ACCOUNT NUMBER: **3-1XXX-X91-01-000-X0X-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
3-1200-431-00-125-030-0-	899	CW Adm.-	Contingency	(100,000.00)
3-1200-491-01-000-100-0-	**891**	**Transfers Out-**	**General Fund**	**100,000.00**
3-1100-432-00-121-001-0-	350	Pct. 1 Sanitation-	Other Svcs.	100,000.00
3-1100-391-01-000-200-0-	**000**	**Transfers In-**	**R & B Co. Wide**	**100,000.00**

AI-37948 **5. A.**

CC CONSENT

Meeting Date: 04/02/2013

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 1 Cert Plat & Utility Status 04-02-13

Pct 2 & 4 Cert Plat & Utility Status 04-02-13

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/27/2013 10:34 AM
Olga Garza	Olga Garza	03/27/2013 02:35 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Irma Castillo Started On: 03/27/2013 10:27 AM

Final Approval Date: 03/28/2013

	PLANNING DEPT. PCT.#1 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	ROGELIO TAMEZ JR.	1-9862
2.	FRANCISCA BARBOSA	1-9557
	COMM. COURT: APRIL 2, 2013	

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: 1-9802

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:	/ /	/ /

Name: Rogelio Tamez JR.

Address: 9010 Vista Ridge Rd
Edcouch, TX Box 4
78538

Phone: (956) 250-7329

Water Supplier: NAWSC

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

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Vista Ridge Acres Lot 4,

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 8/6/2009;

Gilbert Peeva

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 _____);

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 _____);

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: 1-9862

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: Rogelio Tamez JR.

Address: 9010 Vista Ridge Rd
Edcouch, TX 78538 Box 4

Phone: (956) 250-7329

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

Vista Ridge Acres lot # 4

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

Rogelio Tamez Jr. — Requesting Party (Signature)
3-8-2013 — Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

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

3/ /13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
1-9862
Mar. 5, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1902 JOE STEPHENS WESLACO TX 78596
TEL 968-4724 FAX 447-8612

V4348-00-000-0004-00

[1] OWNER: TAMEZ, ROGELIO

PO BOX 724
ELSA, TX 78543
Telephone No. 250-7329

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

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

[5] SIZE OF STRUCTURE: 1,296 Sq. Ft.

[6] USE OF BUILDING: RES. ZONE X

[7] LEGAL DESC./NAME OF SUBDIVISION
VISTA RIDGE LOT#4

LOCATION: 0 FM 88 & MILE 21

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $8,000

[11] SPECIAL FLOOD HAZARD AREA: _____YES
_____NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL COUNTY SETBACKS& REG
FRONT 25' REAR 45' SIDES 6' FINISH FLOOR ELEV.
18" ABOVE CENTERLINE OF STREET

Prepared by — Date: 3/6/13

Gilbert Peña — Approved by — Date: 3/6/13

Signature of Owner or Applicant — Date: 3-5-2013

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0450 C Pct: 1

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.

DEED OF TRUST

Date: February 6, 2010

Grantor: Rogelio Tamez Jr.
Grantor's Mailing Address (including county):
PO Box 724
Elsa, Texas 78543
Hidalgo County, Texas

Trustee: Alan D. Monroe
Trustee's Mailing Address (including county):
3111 W. Freddy Gonzalez
Edinburg, Texas 78539
Hidalgo County, Texas

Beneficiary: Jack McClelland
Beneficiary's Mailing Address:

2614 W. Freddy Gonzalez
Edinburg, Texas 78539

Note:
Date: February 6, 2010
Amount: Twenty-Eight Thousand and 0/100 Dollars ($28,000.00)
Maker: Rogelio Tamez Jr.
Payee: Jack McClelland

Property (including any improvements):

Lot(s) 4, Vista Ridge Acres Subdivision, as shown by the map or plat thereof filed for record in the Office of the County Clerk of Hidalgo County, Texas under Clerk's File Number 2023079

For value received and to secure payment of the note, Grantor conveys the property to Trustee in trust. Grantor warrants and agrees to defend title to the property. If Grantor performs all the covenants and pays the note according to its terms, this deed of trust shall have no further effect, and Beneficiary shall release it at Grantor's expense.

Grantor and Beneficiary covenant and agree as follows:

1. Payment. Grantor shall pay when due the principal of, and interest on, the debt evidenced by the Note and any prepayment charges and late charges due under the Note. Payments due under the Note and this Deed of Trust shall be made in U.S. currency. However, if any check or other instrument received by Beneficiary as payment under the Note or this Deed of Trust is returned to Beneficiary unpaid, Beneficiary may require that any or all subsequent payments due under the Note and this Deed of Trust be made in one or more of the following forms, as selected by Beneficiary: (a) cash; (b) money order; (c) certified check, bank check, treasurer's check or cashier's check, provided any such check is drawn upon an institution whose deposits are insured by a federal agency, instrumentality, or entity; or (d) Electronic Funds Transfer.

Payments are deemed received by Beneficiary when received at the location designated in the Note or at such other location as may be designated by Beneficiary. Beneficiary may return any payment or partial payment if the payment or partial payments are insufficient to bring the Note current. Beneficiary may accept any payment or partial payment insufficient to bring the Note current, without it constituting a waiver of any rights hereunder or prejudice to its rights to refuse such payment or partial payments in the future, but Beneficiary is not obligated to apply such payments at the time such payments are accepted. Beneficiary need not pay interest on unapplied funds. Beneficiary may hold such unapplied funds until Grantor makes payment to bring the Loan current. If Grantor does not do so within a reasonable

f. As part of the consideration for the execution of this Agreement, Grantor, Grantor's successors and assigns, shall indemnify and hold harmless Beneficiary, its successors and assigns, and its officers, directors, controlling persons (if any), employees, stockholders, and agents, for any losses suffered by virtue of the following: all suits, actions, claims, losses, damages, injuries, and liabilities of any character, type or description accruing, brought or made for or on account of any injuries or damages received or sustained by any person or persons or other entity or property arising out of or occasioned by the deceptive, fraudulent, or ordinary or grossly negligent acts or omissions of Grantor, or any other type of litigation involving Grantor.

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

BY SIGNING BELOW, Grantor accepts and agrees to the terms and covenants contained in this Deed of Trust.

⊗ Rogelio Tamez Jr.
Rogelio Tamez Jr.

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 06 day of February, 2010, by Rogelio Tamez Jr. .

ROBERTO CASTILLA
NOTARY PUBLIC
STATE OF TEXAS
MY COMM. EXP. 6-23-2012

Notary Public, State of Texas

AFTER RECORDING RETURN TO:

Jack McClelland
2614 W. Freddy Gonzalez
Edinburg, Texas 78539

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

ReMerge-It

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: 1-9557

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:	/ /	/ /

Name: Francisco Barboza

Address: PO Box 1303
Donna Tex 78537

Phone: 464-7181 cell 7788316

Water Supplier: N.A.W.S

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

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Walston Farms lot # 18 Blk # 1 ,

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 07/3/62);

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 Gilbert Pecina);

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);

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);

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

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1304 South 25th Street
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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: 1-9557

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: Francisco Balza

Address: P.O Box 1303
Donna Tx 78537

Phone: 464-7181- or 7288316 cell

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

Walston Farms lot # 18 Blk # 1

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

Francisco P Balza 3-21-13
Requesting Party (Signature) Date

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

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

3/27/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO: 1-9557
Nov. 26, 2012

COUNTY OF HIDALGO
PLANNING DEPARTMENT
1902 JOE STEPHENS WESLACO TX 78596
TEL 968-4724 FAX 447-8612

W0600-00-001-0018-00

[1] OWNER: BARBOSA, FRANCISCO SR, Sr.
FRANCISCA BARBOSA
PO BOX 1303
DONNA TX 78537-1303
Telephone No. 778-8316

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
25-RESIDENTIAL NEW SINGLE DWELLING
[5] SIZE OF STRUCTURE: 1,776 Sq. Ft.

[6] USE OF BUILDING: REST. ZONE C-25

[7] LEGAL DESC./NAME OF SUBDIVISION
WALSTON FARMS LOT 18 & 19 BLK 1

LOCATION: 0 HUTTO & EXPRESS. 83

[8] SEWAGE: INSTA

[9] CONSTRUCTION TYPE: BLOC

[10] EST. COST OF CONST.: $35,000

[11] SPECIAL FLOOD HAZARD AREA: ____YES ____NO

Special Conditions: No construction allowed over any easements.
MUST CUMPLY WITH ALL COUNTY SETBACKS & REGULATIONS
SETBACKS FRONT:25' REAR:15' SIDES:6'
MIN. ELEV. ABOVE TOP OF CENTERLINE OF ST. 18"

Prepared by _____ Date 11/26/12

Approved by _____ Date 11/29/12

Signature of Owner or Applicant _____ Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER _____
TOTAL AMOUNT $30.00

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0425C Pct: 1

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.

DEED WITHOUT WARRANTY

Date: July 16, 1996

Grantor (including address):

JONES, GALLIGAN & KEY, L.L.P.
P. O. Drawer 1247
Weslaco, Texas 78596
Hidalgo County, Texas

Grantee (including address):

FRANCISCO BARBOSA, SR. and FRANCISCA BARBOSA
P. O. Box 1303
Donna, Texas 78537
Hidalgo County, Texas

Consideration: TEN AND NO/100 DOLLARS and other good and valuable consideration.

Property (including any improvements): All of Grantor's undivided interest in and to:

TRACT I: Lots 18 and 19, Block 1, WALSTON FARMS SUBDIVISION, an addition to the City of Donna, Hidalgo County, Texas.

TRACT II: Lots 17 and 18, Block 2, WALSTON FARMS SUBDIVISION, an addition to the City of Donna, Hidalgo County, Texas.

Reservations From and Exceptions to Conveyance:

Subject to: any and all reservations, restrictions, covenants, conditions, easements and oil and gas leases, if any, relating to the hereinabove described property, but only to the extent they are still in effect, shown of record in Hidalgo County, Texas, and to all zoning laws, regulations and ordinances of municipal and/or other governmental authorities, if any, but only to the extent that they are still in effect, relating to the hereinabove described property.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance, conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and to hold it to Grantee, Grantee's heirs, successors or assigns forever, without express or implied warranty; and

G:\Rachel\Re\JGKL.DED
TDK:rt File #11047

all warranties that might arise by common law and the warranties in §5.023 of the Texas Property Code (or its successor) are excluded.

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

JONES, GALLIGAN & KEY, L.L.P.

BY: _____
TERRY D. KEY
Partner

ACKNOWLEDGMENT

STATE OF TEXAS §
§
COUNTY OF HIDALGO §

This instrument was acknowledged before me on July 16, 1996, by TERRY D. KEY, partner on behalf of JONES, GALLIGAN & KEY, L.L.P., a partnership.

RACHEL TORRES
Notary Public
STATE OF TEXAS
My Comm. Exp. April 30, 1997

_____
Notary Public, State of Texas

PREPARED IN THE LAW OFFICE OF:
JONES, GALLIGAN, KEY, & LOZANO
ATTORNEYS AT LAW
P. O. DRAWER 1247
WESLACO, TEXAS 78596-1247

AFTER RECORDING RETURN TO:
JONES, GALLIGAN, KEY, & LOZANO
ATTORNEYS AT LAW
P. O. DRAWER 1247
WESLACO, TEXAS 78596-1247

Filed for Record in:
Hidalgo County, Texas
by Jose Eloy Pulido
County Clerk

On: Jul 16,1996 at 03:43P

As a
Recording

Document Number: 537751
Total Fees : 11.00

Receipt Number - 44031
By,
Wally Gonzalez

G:\Rachel\Re\JGKL.DED
TDK:rt File #11047

	PLANNING DEPT. PCTS 2 & 4 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	Jesus Marin Miranda	4-10673
2.	Irma I. Perez	4-12240
3.	Gloria Hernandez	4-12241
4.	Juan C. Nava	4-12244
5.	Isaias Loera	4-12190
6.	Kyndel Bennett; Lots 1-70, Texas Estates Subdivision	BLANKET COVER
7.	Garco, LTD; Lots 1-20, Los Feliz Phase I Subdivision	BLANKET COVER
	COMM. COURT: April 2, 2013	

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
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956-968-4734
956-973-7850

Precinct No.3 Substation
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Mission, TX 78572
956-205-7045
956-205-7049

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

Precinct 1 2 3 (4)

Application No: 4-10673

05-25-11

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: Jesus Marin Miranda

Name: Jesus Marin

Address: 711 Valverde Rd Edinburg texas 78539

Phone: 956. 560 8787

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:		Sewer
Date Approved:	/ /	3 / 21 / 13

Water Supplier: N. Alamo W.S.C

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

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: San Carlos Gardens #2 Lot 153,

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 3-13-08);

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 Manuel Cortez);

YES 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 _____);

NO 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 _____);

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

_____ Planning Department Authorized Signature

_____ Hidalgo County Judge

_____ Date

ATTEST: _____ Hidalgo County Clerk

_____ Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

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956-318-2844

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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: 4-10673

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: Jesus Marin

Address: 711 Valverde Rd
Edinburg, 78539

Phone: 956 560.8787

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

San Carlos Gardens #2 Lot #153

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

Jesus Marin Miranda
✓ Jesus Marin — 3/21/13
Requesting Party (Signature) — 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:

03/27/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO: 4-10673
May. 25, 2011

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

S0530-02-000-0153-00

[1] OWNER: MARIN, JESUS
GARCIA, ELVIRA
15564 ML 19
EDINBURG, TX. 78541
Telephone No. 313-7653

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

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

[5] SIZE OF STRUCTURE: 952 Sq. Ft.

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

[7] LEGAL DESC./NAME OF SUBDIVISION
SAN CARLOS GARDENS NO.2
LOT #153

LOCATION: 0 ML 17 N. & 83RD

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $3,400

[11] SPECIAL FLOOD HAZARD AREA: ✓ YES ____ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL COUNTY SETBACKS & REGULATIONS
FRONT 50' REAR 35' SIDES 6'
MINIMUM ELEV. B.F.E. 77.00

Eli Vallegas — Prepared by — 5-25-11 Date

Efrain Ceballos — Approved by — 5-25-11 Date

X Jesus Marin M — Signature of Owner or Applicant — 5-25-11 Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER ____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

Flood Zone: LO
Panel No. /Suffix: 0325 N 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]

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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.

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: May 12, 2011

Grantor: Benchmark Farms & Ranches, Inc. & Gibraltor National, LLC.
Grantor's Mailing Address (including county):
P.O. Box 720821
McAllen TX 78504 (Hidalgo County)

Grantee: Jesus M. Miranda **& Elvira Garcia**
Grantee's Mailing Address (including county):

15564 N. Mile 19
Edinburg, TX 78542
Hidalgo County
(956) 313-7302

Consideration: TEN AND NO/100 DOLLARS and other good and valuable consideration and the further consideration of a note of even date, that is in the principal amount of **$29,000.00** and is executed by Grantee, payable to the order of Grantor. It is secured by a vendor's lien retained in this deed and by a deed of trust of even date, from Grantee to DAVID CROOK, Trustee.

Property (including any improvements):
LOT # 153, SAN CARLOS GARDENS NO.2, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR SUBDIVISION PLAT THEREOF RECORDED IN VOLUME 55 PAGES 1 THROUGH 3, MAP RECORDS OF HIDALGO COUNTY, TEXAS.

Reservations From and Exceptions to Conveyance and Warranty:
SAVE & EXCEPT all oil, gas, and other minerals not previously reserved;
SUBJECT TO the prior reservations of all oil, gas, and other minerals;
SUBJECT TO easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded instruments, other than liens and conveyances, that affect the property; taxes for the current year, the payment of which Grantee assumes.

For Grantor and Grantor's successors, a reservation of an undivided interest in the oil, gas and other minerals that are in and under the property and that may be produced from it and a reservation of the right of ingress and egress at all times for mining, drilling, exploring, operating, and developing the property for oil, gas, and other minerals and for removing them from the property. If this interest is subject to an existing lease for oil, gas, and other minerals, Grantor is entitled to receive the royalties and other benefits that are associated with the interest and payable under the lease.

Grantor, for the consideration, receipt of which is acknowledged, 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, executor, 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 conveyance and warranty, when the claim is by, through, or under Grantor, but not otherwise.

This conveyance is made subject to the restrictions, reservations and covenants for San Carlos Gardens No. 2 recorded as Document #1868727 in the Official Records of Hidalgo County, Texas.

The vendor's lien against and superior title to the property are retained until each note described 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.

Paul Daniec, President
BENCHMARK FARMS & RANCHES, INC.

Richard Schumack, President
GIBRALTOR NATIONAL, LLC.

ACKNOWLEDGMENT

STATE OF TEXAS }{
COUNTY OF HIDALGO }{

This instrument was acknowledged before me on May 12, 2011 by Paul Daniec, President of Benchmark Farms & Ranches, Inc. and Richard Schumack, President of Gibraltor National, LLC.

Adriana Rodriguez
Notary Public, State of Texas

ADRIANA RODRIGUEZ
Notary Public, State of Texas
My Commission Expires
February 03, 2015

AFTER RECORDING RETURN TO:

Benchmark Farms & Ranches, Inc.
PO Box 720821
McAllen TX 78504

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: 4-12240

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:	Temp Light	
	Date Approved:	3 / 25 / 13	/ /

Name: Irma Il Perez

Address: 4413 Dios st. Edinburg, Tx. 78542

Phone: (956) 250 4337

Water Supplier: North Alamo Water Supply

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

Account/ESI No.: 10032789453341147

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Texas Estates Lot #43,

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 12/26/12);
- 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 Maria Cepeda);
- 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 Heffin Cepeda);
- 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 Maria Cepeda);
- Yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Maria Cepeda);

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

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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: 4-12240

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: Irma I. Perez

Address: 4413 Dios st.
Edinburg, Tx. 78542

Phone: (956) 250 4337

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

Texas Est. Lot #43

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

Irma I. Perez — Requesting Party (Signature)
03-25-13 — 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:

03/27/13 — **Date**

_____ — **County Official**

Chapter 232 Texas LGC Application

APPLICATION NO:
4-12240
Mar. 22, 2013

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

T2421-00-000-0043-00

[1] OWNER: PEREZ, MAXIMINO & IRMA IDALI

4413 DIOS ST.
EDINBURG, TX. 78542
Telephone No. 250-4337

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

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

[5] SIZE OF STRUCTURE: 784 Sq. Ft.

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

[7] LEGAL DESC./NAME OF SUBDIVISION
TEXAS ESTATES LOT 43

LOCATION: 0 TEXAS & C. CHAVEZ

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $9,500

[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 6' REAR 40' FINISH FLOOR OF ELEV.
18" FROM STREET.

Ilca O. Castillo — Prepared by — 3/22/13 — Date

Ruby Rios — Approved by — 3/21/13 — Date

X Irma I. Ostos Perez — Signature of Owner or Applicant — 3/22/13 — Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

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.

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY 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 6, 2013

Grantor: ENBEN SOUTH TEXAS, LTD., a Texas limited partnership

Grantor's Mailing Address: P.O. Box 365
La Blanca, Hidalgo County, Texas 78558

Grantee: MAXIMINO PEREZ and wife, IRMA IDALIA PEREZ

Grantee's Mailing Address: 817 Sendero St
San Juan, Hidalgo County, Texas 78589

Consideration:

Cash and a note of even date executed by Grantee and payable to the order of Grantor in the principal amount of THIRTY SIX THOUSAND FOUR HUNDRED FIFTY AND NO/100 DOLLARS ($36,400.00) The note is secured by a first and superior vendor's lien and superior title retained in this deed and by a first-lien deed of trust of even date from Grantee to SUELEMA LUNA, Trustee.

Property (including any improvements):

All of Lot 43, TEXAS ESTATES SUBDIVISION, Hidalgo County, Texas, according to the map or plat thereof recorded in Document Number 2368831, Official Records of Hidalgo County, Texas.

Reservations from Conveyance:

None

Exceptions to Conveyance and Warranty:

1. Restriction that there be no more than one single family detached dwelling per lot and restrictions for minimum finish floor elevations and set back lines as set out on the plat of said Subdivision on file at Clerk's Document No. 2369909, Map Records, Hidalgo County, Texas, together will all other restrictions of record.
2. Right of way easement as shown by instrument dated February 5, 1945, recorded in Volume 544, Page 614, Deed Records of Hidalgo County, Texas.
3. Pipeline easement in favor of Tennessee Gas Transmission Company as shown by instrument dated April 4, 1950, recorded in Volume 687, Page 378, Deed Records, and

ENBEN SOUTH TEXAS, LTD., a Texas limited partnership

By: **BENNETT-FLORES INVESTMENTS, L.L.C.**, a Texas limited liability company

Its: **General Partner**

By: _____
KYNDEL W. BENNETT, President

STATE OF TEXAS)

COUNTY OF HIDALGO)

This instrument was acknowledged before me on _____, 2013, by **KYNDEL W. BENNETT,** President of BENNETT-FLORES INVESTMENTS, L.L.C., a Texas limited liability company, General Partner of ENBEN SOUTH TEXAS, LTD., a Texas limited partnership, on its behalf in said capacity.

SUELEMA LUNA
Notary Public, State of Texas
My Commission Expires
October 12, 2016

_____
Notary Public, State of Texas

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: 4-12241

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: Gloria H.G. Hernandez

Address: 14318 Dude LN
Edinburg TX
78539

Phone: (956) 3134244

	Temporary Service	Final Service
Approved by Environmental Health:		Charles Ramon
	Authorized Signature	Authorized Signature
Inspection/Permit No:		Pre Installed System
Date Approved:	1 1	3 125 113

Water Supplier: North Alamo

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

Account/ESI No.: 272214-001

[ ] Temporary Pole [X] Permanent Service

regarding the land described as: Rio Bravo Ranch PH II Lot 1020,

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 04-02-04);

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 Mary Cook);

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 _____);

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 Charles Ramon);

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

_____ Planning Department Authorized Signature

_____ Hidalgo County Judge

_____ Date

ATTEST: _____ Hidalgo County Clerk

_____ Date

PLANNING DEPARTMENT

Rev. 02-19-10

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: 4-12241

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: Gloria Hernandez.

Address: 14318 DUDE LN
Edinburg tx 78539

Phone: (956) 3134242424

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

Rio Bravo Ranch Ph II Lot #40

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

X Gloria Hg. — Requesting Party (Signature)

03-25-13 — 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:

03/27/13 — **Date**

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
4-12241
Mar. 25, 2013

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

R2930-02-000-0006-00

[1] OWNER: HERNANDEZ, GLORIA
8/12/04NW/M180571001/F
14318 DUDE LN.
EDINBURG, TX. 78539
Telephone No. 313-4244

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

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

[5] SIZE OF STRUCTURE: 728 Sq. Ft.

[6] USE OF BUILDING: RESIDENTIAL MOBILE HOME

[7] LEGAL DESC./NAME OF SUBDIVISION
RIO BRAVO RANCH PH II LOT #06
2/16/06 SBS OK

LOCATION: 0 M. CRISOT & SUNFLOWER

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $3,000

[11] SPECIAL FLOOD HAZARD AREA: _____YES
_____NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY WITH ALL COUNTY,STATE,CITY,FEMA
REGULATIONS FRONT-25' REAR-35' SIDES-6'

Rodolfo Rio — Prepared by — 3-25-13 — Date

Rodolfo Rio — Approved by — 03-21-13 — Date

X Gloria.HG — Signature of Owner or Applicant — 03-25-13 — Date

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

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

Community No.: 0325-D

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.

WARRANTY DEED WITH VENDOR'S LIEN

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.

Date: March 6, 2013

Grantor: HIDALGO AFFORDABLE HOUSING, LTD..

Grantor's Mailing Address (including county): 5711 North 10th Street
McAllen, Texas 78504
Hidalgo County, Texas

Grantee: GLORIA HERNANDEZ

Grantee's Mailing Address (including county): 14318 Dude Lane
Edinburg, Texas 78542
Hidalgo County, Texas

Consideration: Ten Dollars and other valuable consideration to the undersigned paid by the grantee herein named, 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 SEVEN THOUSAND FIVE HUNDRED AND NO/100THS DOLLARS ($27,500.00)** and is executed by Grantee, payable to the order of Hidalgo Affordable Housing, Ltd. The note is secured by a vendor's lien retained in favor of Hidalgo Affordable Housing, Ltd.. in this deed and by a deed of trust of even date from Grantee to David Crook, Trustee.

Property (including any improvements):

Lot SIX (6) Rio Bravo Ranch, No. 2, Hidalgo County, Texas as per the map or plat thereof on file and of record in Volume 44, Page 186 through 189, Map Records, Hidalgo County, Texas

Reservations from and Exceptions to Conveyance and Warranty:

1. Mineral reservations and conveyances of record.

2. Easements of record.

3. Subdivision restrictions of record as instrument number 1318169, Official Records, Hidalgo County, Texas.

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.

The vendor's lien against and superior title to the property are retained until each note described 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.

HIDALGO AFFORDABLE HOUSING LTD.
By: B & MJ LLC., General Partner

By: William A. Schwarz, President

(Acknowledgment)

State of Texas §
§
County of Hidalgo §

This instrument was acknowledged before me on the 6 day of March, 2013, by WILLIAM A. SCHWARZ, President, B & MJ LLC, a Texas limited liability company, General Partner in HIDALGO AFFORDABLE HOUSING, LTD., a Texas limited partnership, on behalf of said limited partnership.

VERONICA R CANO
Notary Public
STATE OF TEXAS
My Comm. Exp. 07-23-2013

Notary Public, State of Texas

AFTER RECORDING RETURN TO:
William A. Schwarz
5711 N. 10th Street
McAllen, Texas 78504

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: 4-12244

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:		49260
Date Approved:	/ /	3 / 25 / 13

Name: Joan C Nava

Address: 825 winter haven
Mcallen tx
78501

Phone: 956) 429-64-06

Water Supplier: NAWS

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

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Texas Estates Lot 55,

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 12/26/12);

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 _____);

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 _____);

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
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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: 4-1224

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 C. Nava

Address: 825 winter haven
Mcallen TX 78501

Phone: 956) 429-64-06

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

Texas Est. Lot #55

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

Juan C. Nava (Requesting Party (Signature)) 3/25/13 (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:

03/27/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
4-12244
Mar. 25, 2013

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

T2421-00-000-0055-00

[1] OWNER: NAVA, JUAN CESARIO & ICELA G

825 WINTER HAVEN
MCALLEN, TX. 78501
Telephone No. 429-6406

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

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

[5] SIZE OF STRUCTURE: 182 Sq. Ft.

[6] USE OF BUILDING: RESIDENTIAL MOBILE-HOME

[7] LEGAL DESC./NAME OF SUBDIVISION
TEXAS ESTATES LOT 55

LOCATION: 0 TEXAS & C. CHAVEZ

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

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

[11] SPECIAL FLOOD HAZARD AREA: _____YES
_____ NO

Special Conditions: No construction allowed over any easements.
MUST COMPLY WIT6H ALL COUNTY,STATE,CITY,FEMA
REGULATIONS FRONT-25' REAR-40' SIDES-6'

Prepared by — Date: 3-25-13

Approved by — Date: 3-25-13

Signature of Owner or Applicant — Date: 3/25/13

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER_____
TOTAL AMOUNT **$30.00**

Light [X] Water [X]

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

Community No.: 0325 - D

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.

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY 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: March 5, 2013

Grantor: ENBEN SOUTH TEXAS, LTD., a Texas limited partnership

Grantor's Mailing Address: P.O. Box 365
La Blanca, Hidalgo County, Texas 78558

Grantee: JUAN CESARIO NAVA, a single person and NORMA ICELA GONZALEZ, a single person

Grantee's Mailing Address: 825 Winter Haven
McAllen, Hidalgo County, Texas 78501

Consideration:

Cash and a note of even date executed by Grantee and payable to the order of Grantor in the principal amount of THIRTY SIX THOUSAND FOUR HUNDRED ANDNO/100 DOLLARS ($36,400.00) The note is secured by a first and superior vendor's lien and superior title retained in this deed and by a first-lien deed of trust of even date from Grantee to SUELEMA LUNA, Trustee.

Property (including any improvements):

All of Lot55, TEXAS ESTATES SUBDIVISION, Hidalgo County, Texas, according to the map or plat thereof recorded in Document Number 2368831,Official Records of Hidalgo County, Texas.

Reservations from Conveyance:

None

Exceptions to Conveyance and Warranty:

1. Restriction that there be no more than one single family detached dwelling per lot and restrictions for minimum finish floor elevations and set back lines as set out on the plat of said Subdivision on file at Clerk's Document No. 2369909, Map Records, Hidalgo County, Texas, together will all other restrictions of record.
2. Right of way easement as shown by instrument dated February 5, 1945, recorded in Volume 544, Page 614, Deed Records of Hidalgo County, Texas.
3. Pipeline easement in favor of Tennessee Gas Transmission Company as shown by instrument dated April 4, 1950, recorded in Volume 687, Page 378, Deed Records, and

amended by instrument dated April 3, 1930, filed May 18, 2000, under Document Number 873693, Official Records of Hidalgo County, Texas.

4. All oil, gas, and other minerals reserved in deed dated September 1, 1966, recorded in Volume 1157, Page 966, Deed Records, and dated July 15, 2004, filed August 4, 2004, under Document Number 1365675, Official Records, Hidalgo County, Texas.
5. Right of way easement in favor of Tennessee Gas Transmission Company, as shown by instrument dated June 5, 1950, recorded in Volume 692, Page 89, Deed Records of Hidalgo County, Texas.
6. All oil, gas, and other minerals reserved in deed dated September 1, 1946, recorded in Volume 574, Page 633, Deed Records, and dated July 15, 2004, filed August 4, 2004, under Document Number 1365675, Official Records, Hidalgo County, Texas.
7. Statutory easements, rules, regulations, and rights in favor of Hidalgo County, Irrigation District No. 2.
8. Road easements as shown on the map of Alamo Land and Sugar Company Subdivision, recorded in Volume 1, Page 24, Map Records of Hidalgo County, Texas.
9. Pipeline right of way easement claimed by Hidalgo County Irrigation District No. 2 by virtue of a deed recorded in Volume 19, Page 201, Deed Records of Hidalgo County, Texas.
10. Any portion of the property described herein within the limits or boundaries of any public or private roadway and/or highway.
11. Taxes for the year 2013, and subsequent years, the payment of which is assumed by Grantee. Special assessments due to change of ownership and/or usage shall be assumed by Grantee.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the 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 way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof when the claim is by, through, or under Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

The vendor's lien against and superior title to the Property are retained until each note described is fully paid according to its terms, at which time this deed will become absolute.

GRANTEE IS TAKING THE PROPERTY IN AN ARM'S-LENGTH AGREEMENT BETWEEN THE PARTIES. THE CONSIDERATION WAS BARGAINED ON THE BASIS OF AN "AS IS, WHERE IS" TRANSACTION AND REFLECTS THE AGREEMENT OF THE PARTIES THAT THERE ARE NO REPRESENTATIONS OR EXPRESS OR IMPLIED WARRANTIES, EXCEPT FOR THOSE CONTAINED IN THE PURCHASE CONTRACT, THIS DEED, AND THE OTHER CLOSING DOCUMENTS. GRANTEE HAS NOT RELIED ON ANY INFORMATION OTHER THAN GRANTEE'S INSPECTION AND THE REPRESENTATIONS AND WARRANTIES EXPRESSLY CONTAINED IN THE PURCHASE CONTRACT, THIS DEED, AND THE OTHER CLOSING DOCUMENTS.

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

ENBEN SOUTH TEXAS, LTD.,a Texas limited partnership

By: BENNETT-FLORES INVESTMENTS, L.L.C., a Texas limited liability company

Its:General Partner

By:_____
KYNDEL W. BENNETT, President

STATE OF TEXAS)

COUNTY OF HIDALGO)

This instrument was acknowledged before me on March 11 2013, by **KYNDEL W. BENNETT,** President of BENNETT-FLORES INVESTMENTS, L.L.C., a Texas limited liability company, General Partner of ENBEN SOUTH TEXAS, LTD., a Texas limited partnership, on its behalf in said capacity.

RAMONA DE JESUS FLORES
Notary Public, State of Texas
My Commission Expires
February 11, 2016

Ramona Flores
Notary Public, State of Texas

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: 4-12190
03/11/13

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: Carlos Luera

Address: 2804 San Carlos Circles, Edinburg TX

Phone: 956-330-8343

Approved by Environmental Health:	Temporary Service	Final Service
	Authorized Signature	Authorized Signature
Inspection/Permit No:	Temp. Pole	
Date Approved:	3/25/13	/ /

Water Supplier: North Alamo

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

Account/ESI No.: N/A

[✓] Temporary Pole [ ] Permanent Service

regarding the land described as: San Carlos Est. UT 2 Lot #32,

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 04-25-95)

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 Maria Cavazos);

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 Maria Cavazos);

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 Maria Cavazos);

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

Planning Department Authorized Signature

Hidalgo County Judge

Date

ATTEST: _____

Hidalgo County Clerk

Date

PLANNING DEPARTMENT

Rev. 02-19-10

County of Hidalgo

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Mission, TX 78572
956-205-7045
956-205-7049

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

Precinct 1 2 3 4

Application No: 4/2190
03/11/13

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: Sons Jon

Address: 7804 San Carlos Circles, Edinburg TX

Phone: 956-330-8343

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

San Carlos Est. UT 2 Lot #32

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

X Sons Jon
Requesting Party (Signature)

X 3-25-13
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:

03/27/13
Date

County Official

Chapter 232 Texas LGC Application

APPLICATION NO:
4-12190
Mar. 11, 2013

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

S0455-02-000-0032-00

[1] OWNER: LOERA, ISAIAS & MARIVEL

3015 N FRANKLIN RD
EDINBURG, TX 78541-9798
Telephone No. 330-8343

[2] CONTRACTOR: SELF

[3] WATER SYSTEM: N AL

[4] PURPOSE OF APPLICATION: NEW RESIDENCE
25- RESIDENTIAL NEW SINGLE DWELLING
[5] SIZE OF STRUCTURE: 1,100 Sq. Ft.

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

[7] LEGAL DESC./NAME OF SUBDIVISION
SAN CARLOS ESTATES UT 2 LOT 32

LOCATION: 0 107 & SHARP

[8] SEWAGE: EXIST

[9] CONSTRUCTION TYPE: WOOD

[10] EST. COST OF CONST.: $15,000

[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 25' SIDE 6'
REAR 15' . 18" ABOVE TOP OF ST.

Prepared by — Date 03/11/13

Approved by — Date 03/8/13

Signature of Owner or Applicant — Date 3/11/2013

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.

WARRANTY DEED WITH VENDOR'S LIEN

542311

Date: February 28, 1996

Grantor: SAN CARLOS PARTNERSHIP, a Texas corporation

Grantor's Mailing Address:

P.O. Box 5215
McAllen, Texas 78502-5215

Grantee: Isaias and Marivel Loera

Grantee's Mailing Address: 3214 E. Efrain
Edinburg, Hidalgo County, Texas 78539

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 $ 12,600.00 , and is executed by Grantee, payable to the order of Grantor. It is secured by a vendor's lien retained in this deed and by a deed of trust of even date from Grantee to JEFFERSON A. CRABB, Trustee.

Property (including any improvements):

All of LOT THIRTY TWO (32), SAN CARLOS ESTATES UNIT II, being an Addition to Hidalgo County, Texas, according to the map recorded in Volume 30, Page 37, Map Records in the Office of the County Clerk of Hidalgo County, Texas, reference to which is here made for all purposes.

Reservations from and Exceptions to Conveyance and Warranty:

1. Restrictive covenants covering the property, a copy of which Grantee acknowledges receiving.
2. Easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded instruments, other than liens and conveyances, that affect the property; taxes for 1996, the payment of which Grantee assumes; and subsequent assessments for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee assumes.
3. First lien held by Texas State Bank , as evidenced by Deed of Trust recorded in the Official Records of Hidalgo County, Texas, together with any and all renewals, extensions, modifications or additions to the indebtedness evidenced by said Deed of Trust.

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.

The vendor's lien against and superior title to the property are retained until each note described 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.

SAN CARLOS PARTNERSHIP, a Texas corporation

BY: _____
NAME: DAVID O. ROGERS, III
ITS: Partner

BY: _____
NAME: RICHARD W. RUPPERT
ITS: Partner

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 28th day of February, 1996, by **DAVID O. ROGERS, III and RICHARD W. RUPPERT**, (insert title here) Partners of SAN CARLOS PARTNERSHIP, a Texas corporation, on behalf of said Texas corporation.

_____
Notary Public, State of Texas

AFTER RECORDING RETURN TO:

SAN CARLOS PARTNERSHIP
P.O. Box 5215
McAllen, Texas 78502-5215

PREPARED BY:

Freeland, Meadows & Crabb
806 Pecan/P.O. Box 2586
McAllen, Texas 78502
File/GF Number: ADOBE

PLANNING DEPARTMENT
County of Hidalgo

Rev. 02-19-10

Septics Installed

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: N/A

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:	/ /	/ /

Name: Kyndel Bennett

Address: P.O. Box 345
La Blanca, TX. 78558

Phone: 956-404-4431

Water Supplier: NAWSC

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

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as:
Hwy 1-70, Texas (Rotated Subd.),

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 12-18-12);
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 Nora D Cavazos)
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 Ruben Hernandez 3/25/12)
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 Ruben Hernandez 3/25/12)
yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023. (verified by Nora D Cavazos)

_____ _____ _____
Planning Department Authorized Signature — Hidalgo County Judge — Date

ATTEST: _____ _____
Hidalgo County Clerk — Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

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Mission, TX 78572
956-205-7045
956-205-7049

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

Precinct 1 2 3 (4)

Application No: N/A

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: Kymael Bennett

Address: P.O. Box 345
La Blanca, TX. 78558

Phone: 956-464-4431

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

Texas Estates Subdivision, Lots 1-70

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) — Date: 3/25/13

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

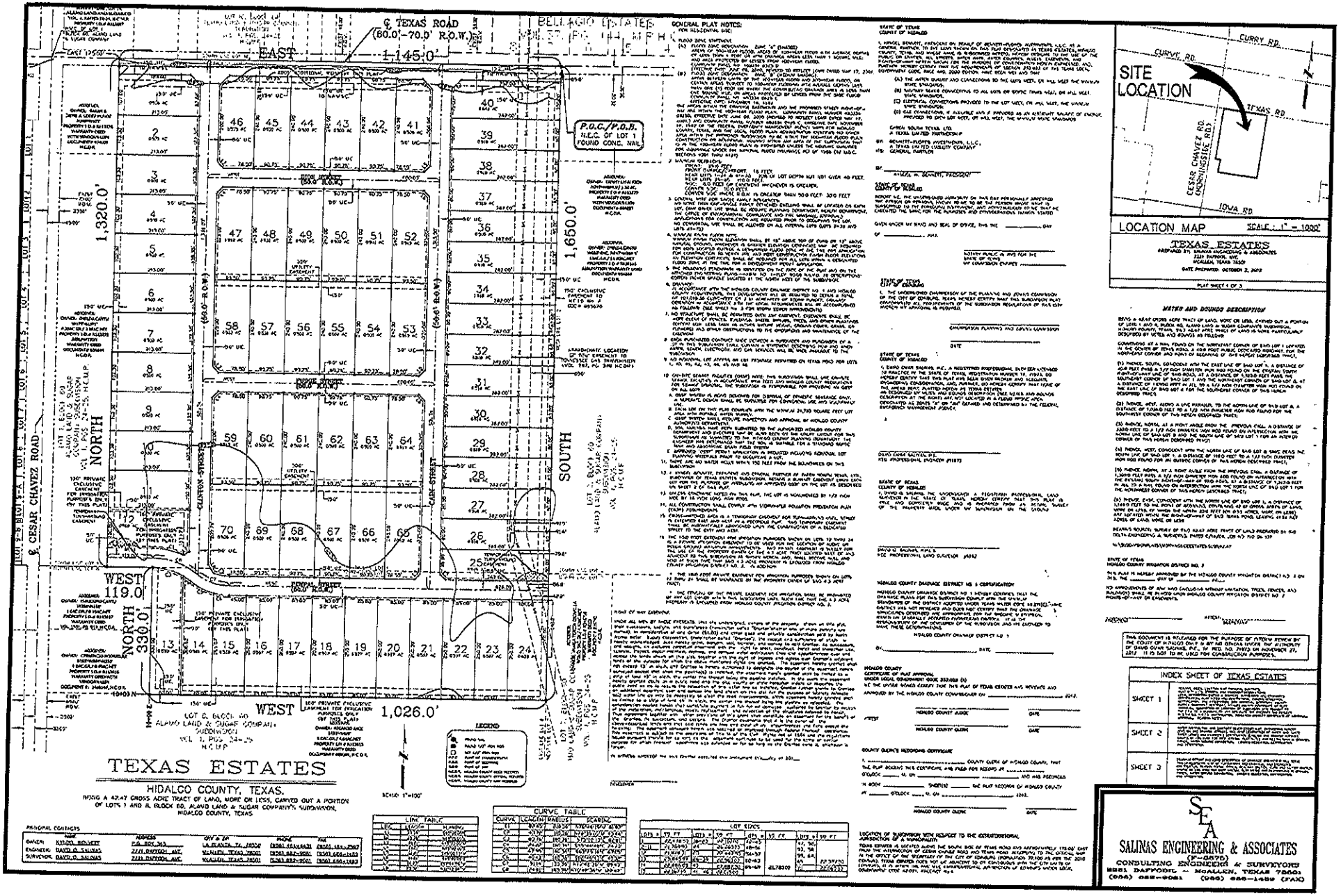
- ____ Deed
- ____ Executory Contract
- ____ Lease
- ____ Rent Receipt
- ____ Affidavit
- ✓ Other (describe) Copy of recorded plat

This part to be filled out by receiving county official:

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

3/25/13
Date

County Official


TEXAS ESTATES
HIDALGO COUNTY, TEXAS.
BEING A 42.47 GROSS ACRE TRACT OF LAND, MORE OR LESS, CARVED OUT A PORTION OF LOTS 1 AND 8, BLOCK 60, ALAMO LAND & SUGAR COMPANY'S SUBDIVISION, HIDALGO COUNTY, TEXAS
℄ TEXAS ROAD (80.0'-70.0' R.O.W.)
EAST 1,145.0'
1,320.0'
1,650.0'
NORTH
SOUTH
WEST 119.0'
NORTH 330.0'
WEST 1,026.0'
℄ CESAR CHAVEZ ROAD
CLINTON STREET
CADE STREET
P.O.C./P.O.B. N.E.C. OF LOT 1 FOUND CONC. NAIL
BELLAGIO ESTATES
LOT 6, BLOCK 60 ALAMO LAND & SUGAR COMPANY'S SUBDIVISION VOL. 1, PAGE 24-25 H.C.M.P.
LOT 1, BLOCK 60 ALAMO LAND & SUGAR COMPANY'S SUBDIVISION VOL. 1, PAGE 24-25 H.C.M.P.
LOT 8, BLOCK 60 ALAMO LAND & SUGAR COMPANY'S SUBDIVISION VOL. 1, PAGE 24-25 H.C.M.P.
LOT 6, BLOCK 60 ALAMO LAND & SUGAR COMPANY SUBDIVISION VOL. 1, PAGE 24-25 H.C.M.P.
LEGEND
SCALE: 1"=100'
GENERAL PLAT NOTES:
LOCATION OF SUBDIVISION WITH RESPECT TO THE EXTRATERRITORIAL JURISDICTION (ETJ) OF A MUNICIPALITY
LOCATION MAP
SCALE: 1" = 1000'
CURRY RD.
CURVY RD.
SITE LOCATION
TEXAS RD.
CESAR CHAVEZ RD. (NORTH/SOUTH RD.)
IOWA RD.
TEXAS ESTATES
HIDALGO CO., TEXAS
2221 DAFFODIL AVE.
MCALLEN, TEXAS 78501
DATE PREPARED: OCTOBER 2, 2012
PLAT SHEET 1 OF 3
METES AND BOUNDS DESCRIPTION
BEING A 42.47 GROSS ACRE TRACT OF LAND, MORE OR LESS, CARVED OUT A PORTION OF LOTS 1 AND 8, BLOCK 60, ALAMO LAND & SUGAR COMPANY'S SUBDIVISION, HIDALGO COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 1, PAGE 24-25, H.C.M.P., SAID 42.47 ACRE TRACT OF LAND IS MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:
COMMENCING AT A NAIL FOUND ON THE NORTHWEST CORNER OF SAID LOT 1 LOCATED IN THE CENTER OF CESAR CHAVEZ ROAD; THENCE, EAST, ALONG THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 1,145.0 FEET TO A NAIL FOUND ON THE INTERSECTION OF THE NORTHEAST CORNER AND POINT OF BEGINNING OF THIS HEREIN DESCRIBED TRACT;
(1) THENCE, SOUTH, CONTINUING WITH THE EAST LINE OF SAID LOT 1, A DISTANCE OF 1,320.0 FEET PASS A 1/2" IRON ROD FOUND ON THE CENTER LINE OF CLINTON STREET AT A DISTANCE OF 1,650.0 FEET PASS THE SOUTHEAST CORNER OF SAID LOT 1 AND THE NORTHEAST CORNER OF SAID LOT 8, AT A DISTANCE OF 1,970.0 FEET IN ALL TO A 1/2" IRON ROD FOUND WITH PLASTIC CAP STAMPED "SEA" ON THE EAST LINE OF SAID LOT 8 FOR THE SOUTHEAST CORNER OF THIS TRACT;
(2) THENCE, WEST, ALONG A LINE PARALLEL TO THE NORTH LINE OF SAID LOT 8 A DISTANCE OF 1,026.0 FEET TO A 1/2" IRON ROD FOUND FOR AN INTERIOR CORNER OF THIS TRACT;
(3) THENCE, NORTH, AT A RIGHT ANGLE FROM THE PREVIOUS CALL A DISTANCE OF 330.0 FEET TO A 1/2" IRON ROD FOUND FOR AN INTERIOR CORNER OF THIS TRACT;
(4) THENCE, WEST, CONCURRENT WITH THE NORTH LINE OF SAID LOT 8 AND CROSS OVER THE SOUTH LINE OF SAID LOT 1, A DISTANCE OF 1,980 FEET TO A 1/2" IRON DIAMETER IRON ROD FOUND FOR AN EXTERIOR CORNER OF THIS HEREIN DESCRIBED TRACT;
(5) THENCE, NORTH, AT A RIGHT ANGLE FROM THE PREVIOUS CALL A DISTANCE OF 1,320.0 FEET PASS A 1/2" IRON DIAMETER IRON ROD FOUND ON INTERSECTION WITH THE EXISTING SOUTH RIGHT-OF-WAY OF TEXAS ROAD, AT A DISTANCE OF 1,650 FEET IN ALL TO A NAIL FOUND ON INTERSECTION WITH THE NORTH LINE OF SAID LOT 1 FOR THE NORTHWEST CORNER OF THIS HEREIN DESCRIBED TRACT;
(6) THENCE, EAST, CONCURRENT WITH THE NORTH LINE OF SAID LOT 1, A DISTANCE OF 1,026.0 FEET TO THE POINT OF BEGINNING, CONTAINING 42.47 GROSS ACRES OF LAND, MORE OR LESS, OF WHICH THE NORTH 330 FEET FOR 0.51 ACRES, MORE OR LESS, AND 1/2" IRON RODS WITH PLASTIC CAP STAMPED "SEA" SET AT EACH ANGLE POINT AND POINT-OF-CURVATURE OF SAID TEXAS ROAD, LEAVING 41.96 NET ACRES OF LAND, MORE OR LESS.
BEARINGS SOURCE: SURVEY OF THIS 42.47 ACRE TRACT OF LAND PREPARED BY THIS OFFICE, ENTITLED "A SURVEY PLAT OF TEXAS ESTATES", JOB #12-10-04-137
STATE OF TEXAS
HIDALGO COUNTY IRRIGATION DISTRICT NO. 2
THIS PLAT IS HEREBY APPROVED BY THE HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 ON THIS THE _____ DAY OF _____, 20__.
NO IMPROVEMENTS OF ANY KIND (INCLUDING WITHOUT LIMITATION, TREES, FENCES, AND BUILDINGS) SHALL BE PLACED UPON HIDALGO COUNTY IRRIGATION DISTRICT NO. 2 RIGHTS-OF-WAY OR EASEMENTS.
AGENDA _____ ATTEST: _____ SECRETARY
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW BY THE ENGINEER OF DAVID OMAR SALINAS, P.E. IT MAY NOT BE RELIED UPON FOR THE AUTHORITY OF DAVID OMAR SALINAS, P.E. TX REG. NO. 91923 ON AUGUST 27, 2012. IT IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.
INDEX SHEET OF TEXAS ESTATES
SHEET 1
SHEET 2
SHEET 3
SEA
SALINAS ENGINEERING & ASSOCIATES
(P-3676)
CONSULTING ENGINEERS & SURVEYORS
2221 DAFFODIL — MCALLEN, TEXAS 78501
(956) 682-9081 (956) 686-1489 (FAX)

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

Financial Guarantee

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: N/A

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:	/ /	/ /

Name: Lanco, Ltd.

Address: 3910 W. Freddy Gonz.
Edinburg, TX. 78539

Phone: 956-383-6295

Water Supplier: NAWSC

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

Account/ESI No.: N/A

[ ] Temporary Pole [ ] Permanent Service

regarding the land described as: Joe Tely Phase I Subdivision Lots 1-20,

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 03-05-13);

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 Nora D Cavazos)

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 Ruby Herrera 3/25/13)

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 3/5/13)

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

Planning Department Authorized Signature

Hidalgo County Judge — Date

ATTEST: Hidalgo County Clerk — Date

PLANNING DEPARTMENT

County of Hidalgo

Rev. 02-19-10

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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: 214

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: Garco, Ltd
By: Oscar L. Garza Jr., Vice- President

Address: 3910 W. Freddy Gonzalez Dr.

Edinburg, Texas 78539

Phone: (956) 383-6295

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

Los Feliz Subdivision Phase I: a 110.07 acre tract of land out of Share "C" of the Partition of Share No. 5 Las Mesteñas Grant, Hidalgo County, Texas.

STATUS OF PERSON OR ENTITY MAKING REQUEST:

- X Subdivider
- ____ Owner of lot in subdivision
- ____ Resident of lot in a subdivision
- ____ Entity that provides utility service

Garco, Ltd
Oscar L. Garza, Jr., Vice-President

Requesting Party (Signature) — Date: 9-9-14

ATTACHED COPY OF VERIFICATION OF OWNERSHIP OR RESIDENCY OF LOT:

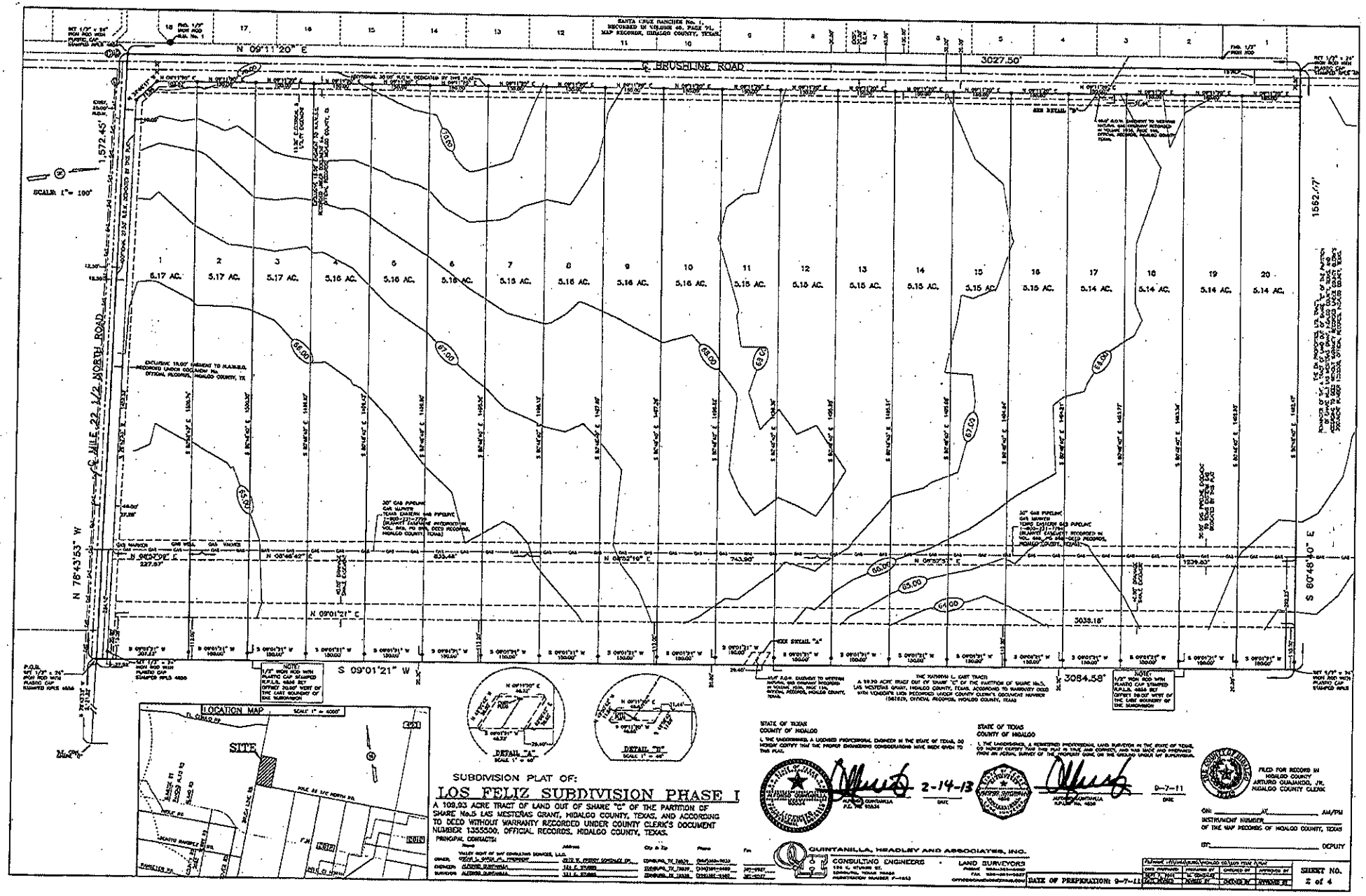
- X Deed
- ____ Executory Contract
- ____ Lease
- ____ Rent Receipt
- ____ Affidavit
- Y Other (describe) Copy of Subd. Plat

This part to be filled out by receiving county official:

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

2-26-13
Date

County Official


N 09°11'20" E
3027.50'
S. BRUSHLINE ROAD
1,572.45'
SCALE 1"= 100'
S. MILE 22 1/2 NORTH ROAD
N 78°43'53" W
1562.77'
S 80°48'40" E
1 5.17 AC.
2 5.17 AC.
3 5.17 AC.
4 5.16 AC.
5 5.16 AC.
6 5.16 AC.
7 5.15 AC.
8 5.16 AC.
9 5.16 AC.
10 5.16 AC.
11 5.15 AC.
12 5.15 AC.
13 5.15 AC.
14 5.15 AC.
15 5.15 AC.
16 5.15 AC.
17 5.14 AC.
18 5.14 AC.
19 5.14 AC.
20 5.14 AC.
N 09°01'21" E
S 09°01'21" W
3084.58'
3038.18'
743.90'
833.48'
227.57'
N 08°48'42" E
N 09°02'10" E
S 09°01'21" W
DETAIL "A"
DETAIL "B"
LOCATION MAP
SCALE 1" = 4000'
SITE
FM 493
FM 2812
SOUTH RAILROAD RD.
MILE 22 1/2 NORTH RD.
SUBDIVISION PLAT OF:
LOS FELIZ SUBDIVISION PHASE I
A 109.93 ACRE TRACT OF LAND OUT OF SHARE "C" OF THE PARTITION OF SHARE No.5 LAS MESTEÑAS GRANT, HIDALGO COUNTY, TEXAS, AND ACCORDING TO DEED WITHOUT WARRANTY RECORDED UNDER COUNTY CLERK'S DOCUMENT NUMBER 1355500, OFFICIAL RECORDS, HIDALGO COUNTY, TEXAS.
STATE OF TEXAS
COUNTY OF HIDALGO
2-14-13
9-7-11
QUINTANILLA, HEADLEY AND ASSOCIATES, INC.
CONSULTING ENGINEERS
LAND SURVEYORS
DATE OF PREPERATION: 9-7-11
FILED FOR RECORD IN HIDALGO COUNTY ARTURO GUAJARDO, JR. HIDALGO COUNTY CLERK
INSTRUMENT NUMBER
OF THE MAP RECORDS OF HIDALGO COUNTY, TEXAS
SHEET NO. 2 of 4

AI-37912 **6. A.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Norma Briones, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

Account Number	Payer	Amount
A1720.00.000.0001.00	Martinez Margarito & Pilar R	$2,660.08
A1720.00.000.0001.00	Martinez Margarito & Pilar R	$2,727.90
B3678.02.004.0009.00	Wells Fargo	$3,209.51
D5790.99.000.0001.05	Doctors Hospital @Renaissance	$27,925.96
D5790.99.000.0003.05	Doctors Hospital @Renaissance	24,037.93
D5790.99.000.0004.00	Doctors Hospital @Renaissance	$28,780.96
D5790.99.000.0005.00	Doctors Hospital @Renaissance	$6,191.05
G2600.00.000.0005.01	First National Bank	$6,103.83
H3944.00.000.0003.00	Hi-Tech Security Systems	$2,584.31
K6000.01.006.0011.00	Wells Fargo	$2,710.34
L6228.02.000.0048.00	Lone Star National Bank	$4,119.61
N4470.00.000.0129.00	Bac Tax Services	$3,679.81
N4470.00.000.0129.00	Bac Tax Services	$3,846.62
O8300.99.000.0001.09	Warnaco Swimwear Products Inc.	$5,487.79
P0100.02.000.0017.00	Corelogic	$2,580.78
P0100.02.000.0017.00	Corelogic	$2,528.52
P7520.99.000.0015.00	Doctors Hospital @Renaissance	$25,858.26
R2663.99.000.0001.04	Doctors Hospital @Renaissance	$12,969.95
R3750.99.000.000A.02	Doctors Hospital @Renaissance	$8,560.99
S1700.01.000.0042.20	Anacahuitas Investments Inc.	$5,638.49
S3002.02.000.0009.00	Corelogic	$16,655.56
V3802.00.000.0014.00	Bac Tax Services	$2,946.94
V3802.00.000.0014.00	Bac Tax Services	$2,949.56
W7150.01.000.0002.00	Corelogic	$3,699.16
W7650.00.000.0010.00	Lone Star National Bank	$3,131.05
W7650.00.000.0010.00	Lone Star National Bank	$2,852.33

BACKGROUND

Attachments

ComCourt04022013

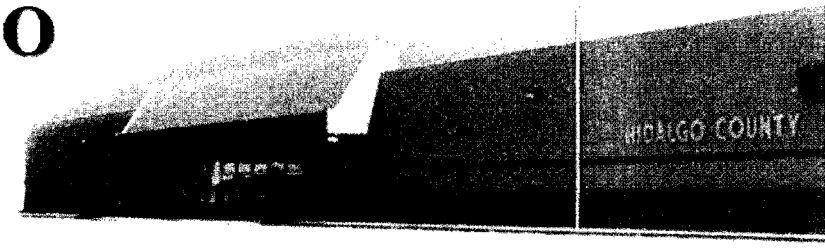
Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/26/2013 10:31 AM
Olga Garza	Olga Garza	03/28/2013 09:06 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Norma Briones Started On: 03/25/2013 01:48 PM

Final Approval Date: 03/28/2013

Office of Tax Assessor - Collector
COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2157 • (956) 318-2733

March 25, 2013

The Honorable Ramon Garcia
Hidalgo County Commissioners
Edinburg, Texas 78539

Re: See attached list

Gentlemen:

The Hidalgo County Appraisal District has made a correction to the tax roll as allowed by Property Tax Code Section 26.15. This correction decreased the tax liability of the property owner(s). Since taxes had been previously paid, our office determined that the tax roll correction resulted in a tax refund over $2,500.00 dollars due to the taxpayer(s). The County Auditor has also agreed with our determination. As a result, I respectfully request that the Commissioner's Court approve the enclosed application(s) for a tax refund as recommended by the County Auditor.

When completed, please return the attached to our office. Thank you for your assistance in this matter.

Respectfully,

Pablo (Paul) Villarreal, Jr., RTA

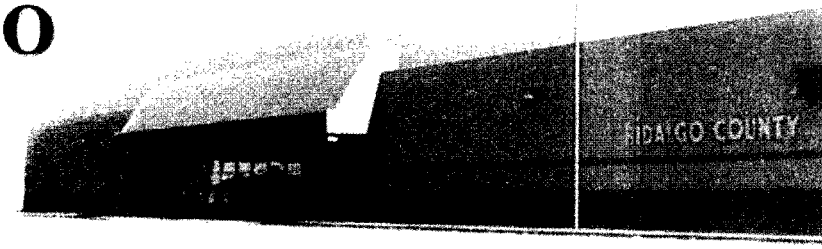
nlr

Enclosure

cc: Raymundo Eufracio, CPA
Hidalgo County Auditor

Office of Tax Assessor - Collector

COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
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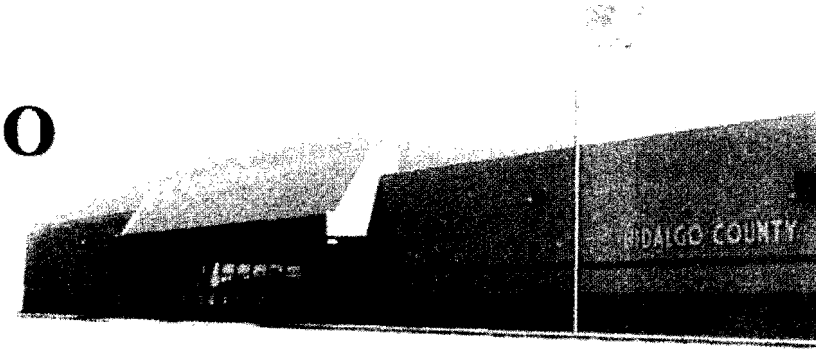
ACCOUNT NUMBER	PAYER	AMOUNT
A1720.00.000.0001.00	Martinez Margarito & Pilar R	$2,660.08
A1720.00.000.0001.00	Martinez Margarito & Pilar R	$2,727.90
B3678.02.004.0009.00	Wells Fargo	$3,209.51
D5790.99.000.0001.05	Doctors Hospital @ Renaissance	$27,925.96
D5790.99.000.0003.05	Doctors Hospital @ Renaissance	$24,037.93
D5790.99.000.0004.00	Doctors Hospital @ Renaissance	$28,780.96
D5790.99.000.0005.00	Doctors Hospital @ Renaissance	$6,191.05
G2600.00.000.0005.01	First National Bank	$6,103.83
H3944.00.000.0003.00	Hi-Tech Security Systems	$2,584.31
K6000.01.006.0011.00	Wells Fargo	$2,710.34
L6228.02.000.0048.00	Lone Star National Bank	$4,119.61
N4470.00.000.0129.00	Bac Tax Services	$3,679.81
N4470.00.000.0129.00	Bac Tax Services	$3,846.62
O8300.99.000.0001.09	Warnaco Swimwear Products Inc.	$5,487.79
P0100.02.000.0017.00	Corelogic	$2,580.78
P0100.02.000.0017.00	Corelogic	$2,528.52
P7520.99.000.0015.00	Doctors Hospital @ Renaissance	$25,858.26
R2663.99.000.0001.04	Doctors Hospital @ Renaissance	$12,969.95

Office of Tax Assessor - Collector
COUNTY of HIDALGO



Pablo "Paul" Villarreal, Jr. RTA
Assessor and Collector

P.O. Box 178
Edinburg, Texas 78540-0178
(956) 318-2157 • (956) 318-2733

R3750.99.000.000A.02	Doctors Hospital @ Renaissance	$8,560.99
S1700.01.000.0042.20	Anacahuitas Investments Inc.	$5,638.49
S3002.02.000.0009.00	Corelogic	$16,655.56
V3802.00.000.0014.00	Bac Tax Services	$2,946.94
V3802.00.000.0014.00	Bac Tax Services	$2,949.56
W7150.01.000.0002.00	Corelogic	$3,699.16
W7650.00.000.0010.00	Lone Star National Bank	$3,131.05
W7650.00.000.0010.00	Lone Star National Bank	$2,852.33

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
MARTINEZ MARGARITO & PILAR R 4

Present mailing address *(number and street)*
1122 SIOUX RD 4

City, town or post office, state, ZIP code
ALAMO, TX 78516 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): ALA M'DONNA ESTATES LOT 1

Step 2: Describe the property

Address or location of property:

109998 4

Account number of property:

A1720.00.000.0001.00 4

Tax receipt number:

OR 19602679

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	12/29 / 2011	$ 2660.08 4	$ 2660.08 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 2660.08 ^

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 14 GRANT DVHS FILED LATE

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ➡ Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DA 3/20/13

sign here ➡ Authorized official

Date 3/21/13

Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 Tax Code)*

sign here ➡ Pablo Paul Villarreal Jr.

Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
MARTINEZ MARGARITO & PILAR R

Present mailing address *(number and street)*
1122 SIOUX RD

City, town or post office, state, ZIP code
ALAMO, TX 78516

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): ALA M'DONNA ESTATES LOT 1

Step 2: Describe the property

Address or location of property:

I09998

Account number of property:

A1720.00.000.0001.00

Tax receipt number:

OR 21438252

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	11/07 / 2012	$ 2727.90	$ 2727.90
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 2727.90

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 6 GRANT DVHS FILED LATE

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 3/19/13

sign here — Authorized officer — Date 3/21/13

Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

sign here — Pablo Paul Gallardo Jr — Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
BARAJAS RENE (PAID BY: WELLS FARGO) +

Present mailing address *(number and street)*
705 FROST PROOF DR +

City, town or post office, state, ZIP code
WESLACO, TX 78596 +

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): BORDER TRACE PH 2 LOT 9 BLK 4

Step 2: Describe the property

Address or location of property:

664764 +

Account number of property:
B3678.02.004.0009.00 +

Tax receipt number:
OR 22050472

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 +	12/28 / 2012	$ 3209.51 +	$ 3209.51 +
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 3209.51

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 6 VETERAN CHANGED

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 3/19/13
C 3/14/13

sign here — Authorized officer

Date 3/20/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax code)*

Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
WOMEN'S HOSPITAL AT RENAISSANCE PAID BY: DOCTORS HOSPITAL @RENAINNACE 4

Present mailing address *(number and street)*
PO BOX 3293 4

City, town or post office, state, ZIP code
MCALLEN, TX 78502 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): SUPPLIES FURNITURE FIXTURES EQUIPMENT &

Step 2: Describe the property

VEHICLES AT 5502 S MCCOLL /NEW ACCT 2008

Address or location of property:

776108 4

Account number of property:

D5790.99.000.0001.05 4

Tax receipt number:

OR 20168298

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	1/30 / 12	$ 205,543.38 4	$ 7756.18 4
2. ALL ENTITIES	2011 4	6/29 / 12	$ 20,169.78 4	$ 20,169.78 4
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 27,925.96

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature**

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C... / AUDITOR'S O...E
L... 3/20/13
3/21/13

sign here Authorized officer

Date 3/21/13

sign here Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Pablo (Paul) Villarreal Jr.

Date 3-6-13

316

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
CANCER CENTER AT RENAISSANCE PAID BY: DOCTORS HOSPITAL @ RENAISSANCE 4

Present mailing address *(number and street)*
PO BOX 3293 4

City, town or post office, state, ZIP code	Phone *(area code and number)*
MCALLEN, TX 78502-3293 4	

Legal description (or attach copy of the tax bill or tax receipt): INVENTORY SUPPLIES FURNITURE FIXTURES &

Step 2: Describe the property

EQUIPMENT @ 2717 MICHAELANGELO/NEW ACCT 2008

Address or location of property: 2717 MICHAELANGEL0

776107 4

Account number of property: D5790.99.000.0003.05 4 OR Tax receipt number: 20167718

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	1-30 / 2012	$ 147486.12 4	$ 9565.25 4
2. ALL ENTITIES	2011 4	6-29 / 2012	$ 14472.68 4	$ 14472.68 4
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 24037.93 N

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ➡ Signature	Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C... AUDITOR'S O... E
L... 3/20/13

sign here ➡ Authorized officer	Date 3/21/13
sign here ➡ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* Pablo Paul Villarreal Jr.	Date 3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
RENAISSANCE IMAGING CENTER PAID BY: DOCTORS HOSPITAL @ RENAISSANCE 4

Present mailing address *(number and street)*
PO BOX 3293 4

City, town or post office, state, ZIP code
MCALLEN, TX 78502-3293 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): FURNITURE FIXTURES & EQUIPMENT AT 5521 & 5523

Step 2: Describe the property

DOCTOR'S DRIVE NEW ACCT 2006

Address or location of property:

765401 4

Account number of property:

D5790.99.000.0004.00 4

Tax receipt number:

OR 20167718

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	1/30 / 12	$ 43882.67 4	$ 24474.80 4
2. ALL ENTITIES	2011 4	6/29 / 12	$ 4306.16 4	$ 4306.16 4
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 28,780.96 N

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature**

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C... / AUDITOR'S O... E
L... (V) 3/29/13
L.C 3/21/13

sign here Authorized officer

Date 3/21/13

sign here Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Pablo Paul Gillam Jr

Date 3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
REHAB CENTER AT RENAISSANCE PAID BY: DOCTORS HOSPITAL AT RENAISSANCE 4

Present mailing address *(number and street)*
PO BOX 3293 4

City, town or post office, state, ZIP code	Phone *(area code and number)*
MCALLEN, TX 78502-3293 4	

Legal description (or attach copy of the tax bill or tax receipt): INVENTORY SUPPLIES FURNITURE FIXTURES &

Step 2: Describe the property

EQUIPMENT @ 5403 DOCTORS DRIVE/NEW ACCT 2006

Address or location of property: 5403 DOCTORS DR

766056 4

Account number of property: D5790.99.000.0005.00 4

Tax receipt number: OR 20167718

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	1-30 / 2012	$ 15931.77 4	$ 4627.68 4
2. ALL ENTITIES	2011 4	6-29 / 2012	$ 1563.37 4	$ 1563.37 4
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 6191.05 1

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ➡ Signature	Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: (PA) 3/21/13
3/21/13

sign here ➡ Authorized officer	Date
	3/21/13
sign here ➡ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax code)*	Date
Pablo Paul Williams Jr	3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
NAVARRETTE & ROBLES INVESTORS LLC (PAID BY: FIRST NATIONAL BANK) 4

Present mailing address *(number and street)*
1401 S 10TH ST ✗

City, town or post office, state, ZIP code
MCALLEN, TX 78501 ✗

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): GATEWAY PLAZA SHOPPING CENTER N140 &

Step 2: Describe the property

S443.83-N583.83 LOT 5

Address or location of property:

178756 ✗

Account number of property:
G2600.00.000.0005.01 ✗

Tax receipt number:
OR 22114435

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 4	12/28 / 2012	$ 37390.27 4	$ 6103.83 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 6103.83 ✗

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 6 VALUE DECREASED

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO CO. TX AUDITOR'S OFFICE
DATE: DR 3/19/13
C. CJ 3/21/13

sign here — Authorized official

Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Pablo (Paul) Villarreal Jr.

Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
RAZO ARMANDO & GUADALUPE (PAID BY: HI-TECH SECURITY SYSTEMS)

Present mailing address *(number and street)*
P.O. BOX 1488

City, town or post office, state, ZIP code
MISSION, TX 78573

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): HOLLAND ACRES LOT 3

Step 2: Describe the property

Address or location of property:

574043

Account number of property:

H3944.00.000.0003.00

OR

Tax receipt number:

19218583,20044494,20044510,20772044

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011	12/02 / 2011	$ 250.00	$
2.		01/24 / 2012	$ 500.00	$
3.		01/24 / 2012	$ 2,000.00	$
4.		03/30 / 2012	$ 2,878.76	$
5. TOTAL		/	$ 8,378.76	$ 2,584.31

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 14 HOMESTEAD REMOV/

OVER65 REMOVED/VALUE DECREASED/FREEZE CHANGE

RF130209 NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C[illegible] AUDITOR'S O[illegible]E
DATE: 3/19/13 3/14/13

sign here — Authorized officer

Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Date 3-15-13

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
RAZO ARMANDO & GUADALUPE (PAID BY: HI-TECH SECURITY SYSTEMS) 4

Present mailing address *(number and street)*
P.O. BOX 1488 4

City, town or post office, state, ZIP code
MISSION, TX 78573 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): HOLLAND ACRES LOT 3

Step 2: Describe the property

Address or location of property:

574043 4

Account number of property:

H3944.00.000.0003.00 4

OR

Tax receipt number:

18922951,18997118,18997125,19218560

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	10/28 / 2011	$ 2,000.00 4	$
2.		11/04 / 2011	$ 250.00 4	$
3.		11/04 / 2011	$ 250.00 4	$
4.		12/02 / 2011	$ 250.00 4	$
5. TOTAL		/	↓	$ ↓

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 14 HOMESTEAD REMOV/

OVER65 REMOVED/VALUE DECREASED/FREEZE CHANGE

RF130209 NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: (RV) 3/19/13

sign here — Authorized officer

Date

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 Tax Code)*

Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
SALINAS JOSE E & LAURA E (PAID BY: WELLS FARGO) 4

Present mailing address *(number and street)*
P.O. BOX 486 4

City, town or post office, state, ZIP code
PENITAS, TX 78576 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): KING RANCH # 1 LOT 11 BLK 6

Step 2: Describe the property

Address or location of property:

204636 4

Account number of property:

K6000.01.006.0011.00 4

Tax receipt number:

OR 22050488

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 4	12/28 / 2012	$ 2956.15 4	$ 2710.34 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 2710.34 A

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 6 VALUE DECREASED

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: (PL) 3/19/13
d.c 3/4/13

sign here — Authorized officer

Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
GUAJARDO JULIO C (PAID BY: LONE STAR NATIONAL BANK) 4

Present mailing address *(number and street)*
3521 N SHARY RD 4

City, town or post office, state, ZIP code
MISSION, TX 78573 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): LOS LAURELES PH 2 LOT 48

Step 2: Describe the property

Address or location of property:

662362 4

Account number of property:

L6228.02.000.0048.00 4

Tax receipt number:

OR 21593288

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012 4	11/28 / 2012	$ 15229.92 4	$ 4119.61 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 4119.61

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 6 VALUE DECREASED ^

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: (PV) 3/20/13
JE 3/4/13

sign here — Authorized official

Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Pablo (Paul) Villarreal Jr.

Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name		Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE DATE: Dec 3/13/13 R.C 3/27/13	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178		
City, town or post office, state, ZIP code EDINBURG TX 78540-0178		Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
HERNANDEZ FABIAN PAID BY: BAC TAX SERVICES *

Present mailing address *(number and street)*
530 STEAMBOAT DR *

City, town or post office, state, ZIP code
EDINBURG, TX 78541-1303

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): NORTHBROOK ESTATES LOT 129

Step 2: Describe the property

Address or location of property:

697411 *

Account number of property: N4470.00.000.0129.00

OR

Tax receipt number: 19297901

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011	12/9 / 11	$ 3679.81	$ 3679.81
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 3679.81 *

Taxpayer's reason for refund *(attach supporting documentation)*: VETERAN CHANGE *

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature** | **Date of application for tax refund**

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized officer — Date 3/6/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 tax code)* — Pablo (Paul) Villarreal Jr * — Date 3-5-13 *

3/6

APPLICATION FOR TAX REFUND

Collection office name HIDALGO COUNTY TAX OFFICE AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE DATE: 3/13/13 P.C 3/21/13	Collecting tax for: (Tax Units) GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
HERNANDEZ FABIAN PAID BY: BAC TAX SERVICES†

Present mailing address *(number and street)*
530 STEAMBOAT DR

City, town or post office, state, ZIP code
EDINBURG, TX 78541-1303

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): NORTHBROOK ESTATES LOT 129

Step 2: Describe the property

Address or location of property:

697411†

Account number of property:
N4470.00.000.0129.00

Tax receipt number:
OR 21871752

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012†	12/19 / 12	$ 3846.62	$ 3846.62
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 3846.62†

Taxpayer's reason for refund *(attach supporting documentation)*: VETERAN CHANGE†

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature** | **Date of application for tax refund**

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized official — Date 3/2/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 3-5-13†

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
AUTHENTIC FITNESS, WARNACO SWIMWEAR PRODUCTS INC 4

Present mailing address *(number and street)*
C/O TAX DEPT 470 WHEELERS FARMS RD

City, town or post office, state, ZIP code	Phone *(area code and number)*
MILFORD, CT 06461	

Legal description (or attach copy of the tax bill or tax receipt): DELETE 2009;GONE 12-31-2008;INVENTORY FURNITURE FIXTURES AND EQUIPMENT AT 616 WEST OWASSA ROAD (INVENTORY @

Step 2: Describe the property

CTC DISTRIBUTING) /NEW ACCT 2005

Address or location of property: 616 W OWASSA RD

762791 4

Account number of property: O8300.99.000.0001.09 4

OR

Tax receipt number: 2059667/18199003

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2010 4	1-31 / 2011	$ 1208.60 4	$ 1208.60 4
2. ALL ENTITIES	2010 4	2-16 / 2011	$ 4279.19 4	$ 4279.19 4
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 5487.79 A

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ➡ Signature	Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: PN 3/19/13
3/21/13

sign here ➡ Authorized officer	Date
	3/21/13
sign here ➡ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*	Date
Pablo Paul Villarreal Jr.	3-6-13

3/18

APPLICATION FOR TAX REFUND

Collection office name		Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE DATE: DG 3/13/13	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178		
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	3/21/13	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
VAZQUEZ OCTAVIO PAID BY:CORELOGIC +

Present mailing address *(number and street)*
703 S ORANGE ST

City, town or post office, state, ZIP code
ALTON, TX 78573-8382

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): PALM #2 LOT 17

Step 2: Describe the property

Address or location of property:

458647+

Account number of property: P0100.02.000.0017.00

Tax receipt number: OR 19658604

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 +	12/29 / 11	$ 2840.36	$ 2580.78
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 2580.78+

Taxpayer's reason for refund *(attach supporting documentation)*: VETERAN CHANGE+

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature**

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized officer — Date: 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date: 3-5-13+

3/6

APPLICATION FOR TAX REFUND

Collection office name		Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE DATE: DG 3/13/13	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178		
City, town or post office, state, ZIP code EDINBURG TX 78540-0178		Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
VASQUEZ OCTAVIO PAID BY: CORELOGIC

Present mailing address *(number and street)*
702 S ORANGE ST

City, town or post office, state, ZIP code
ALTON, TX 78573-8382

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): PALM #2 LOT 17

Step 2: Describe the property

Address or location of property:

458647

Account number of property:

P0100.02.000.0017.00

Tax receipt number:

OR 22106902

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	12/28 / 12	$ 2528.52	$ 2528.52
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 2528.52

Taxpayer's reason for refund *(attach supporting documentation)*: VETERAN CHANGE

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature**

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized officer

Date: 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Date: 3-5-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
DOCTOR'S HOSPITAL AT RENISSANCE IMAGING CENTER AT LONE STAR PAID BY: DOCTORS HOSPITAL AT RENAISSANCE 4

Present mailing address *(number and street)*
PO BOX 3293 4

City, town or post office, state, ZIP code	Phone *(area code and number)*
MCALLEN, TX 78502-3293 4	

Legal description (or attach copy of the tax bill or tax receipt): SUPPLIES FURNITURE FIXTURES &

Step 2: Describe the property

EQUIPMENT AT 2121 EAST GRIFFIN PARKWAY SUITE 15/NEW ACCT 2006

Address or location of property: 2121 E GRIFFIN PKWY STE-15

766597 4

Account number of property: P7520.99.000.0015.00 4

Tax receipt number: OR 20170118/21045413

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	1-30 / 2012	$ 52728.18 4	$ 20828.26 4
2. ALL ENTITIES	2011 4	6-29 / 2012	$ 5030.00 4	$ 5030.00 4
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 25858.26 4

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ➡ Signature	Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☒ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C[illegible] Y AUDITOR'S O[illegible]E
Dr. [illegible] 3/20/13
L.C. 3/14/13

sign here ➡ Authorized official	Date 3/21/13
sign here ➡ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* Pablo (Paul) Villarreal Jr.	Date 3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
IMAGINGING CENTER AT MEDPOINT PAID BY: DOCTORS HOSPITAL AT RENAISSANCE

Present mailing address *(number and street)*
PO BOX 3293

City, town or post office, state, ZIP code
MCALLEN, TX 78502-3293

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): SUPPLIES FURNITURE FIXTURES &

Step 2: Describe the property

EQUIPMENT AT 1200 E SAVANNAH SUITE ONE/NEW ACCT 2006

Address or location of property: 1200 E SAVANNAH STE 1

765373

Account number of property: R2663.99.000.0001.04

Tax receipt number: OR 20170118

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested		Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011	1-30	/ 2012	$ 22619.06	$ 10934.89
2. ALL ENTITIES	2011	6-29	/ 2012	$ 2035.06	$ 2035.06
3.			/	$	$
4.			/	$	$
5. TOTAL			/	$	$ 12969.95

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C / AUDITOR'S OFFICE PM 3/20/13

sign here — Authorized officer — Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
DOCTOR'S HOSPITAL AT RENISSANCE AT MID V PAID BY: DOCTORS HOSPITAL AT RENAISSANCE 4

Present mailing address *(number and street)*
PO BOX 3293 4

City, town or post office, state, ZIP code
MCALLEN, TX 78502-3293 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): SUPPLIES FURNITURE FIXTURES &

Step 2: Describe the property

EQUIPMENT AT 1121 SOUTH JAMES/NEW ACCT 2005

Address or location of property: 1121 S JAMES

762156 4

Account number of property:

R3750.99.000.000A.02 4

Tax receipt number:

OR 20170118

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	1-30 / 2012	$ 13463.34 4	$ 7240.03 4
2. ALL ENTITIES	2011 4	6-29 / 2012	$ 1320.96 4	$ 1320.96 4
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 8560.99 4

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: 3/20/13

sign here — Authorized officer

Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Date 3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
BURCH VIDA MAE (PAID BY: ANACAHUITAS INVESTMENTS INC) 4

Present mailing address *(number and street)*
1813 N MOCKINGBIRD LN 4

City, town or post office, state, ZIP code
HARLINGEN, TX 78550 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): SANTA CRUZ GARDENS #1 W CANAL LOT 14.83AC

Step 2: Describe the property

CNL R/W BETWEEN LTS 15-26 ON N SIDE & LTS 1 THRU 14 ON SIDE

Address or location of property:

277755 4

Account number of property:

S1700.01.000.0042.20 4

Tax receipt number:

OR 22205138

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2009 4	01/08 / 2013	$ 10,234.67 4	$ 5,638.49 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 5,638.49 ^

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP# 42 VALUE DECREASED

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature — Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: PN 3/20/13
3/4/13

sign here — Authorized officer — Date 3/20/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax code)* — Date 3-15-13

3/18

APPLICATION FOR TAX REFUND

Collection office name		Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE DATE: DG 3/13/13	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178		
City, town or post office, state, ZIP code EDINBURG TX 78540-0178		Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
LOPEZ CASTILLO RAUL MD PAID BY: CORELOGIC

Present mailing address *(number and street)*
2405 SOLERA DR

City, town or post office, state, ZIP code
MISSION, TX 78572

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): SHARYLAND PLANTATION VILLAGE SOLERA PH 2

Step 2: Describe the property

LOT 9

Address or location of property:

622822

Account number of property: S3002.02.000.0009.00

Tax receipt number: OR 22106973

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	12/28 / 12	$ 43,726.64	$ 16,655.56
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 16,655.56

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature**

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized official — Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 3-5-13

316

APPLICATION FOR TAX REFUND

Collection office name HIDALGO COUNTY TAX OFFICE Present mailing address *(number and street)* P O BOX 178 City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Collecting tax for: (Tax Units) GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC Phone *(area code and number)* (956) 318-2157

AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE
DATE: DG 3/15/13
J.C 3/20/13

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
HIGGIN DAVID JR/MARIA REVUELTA GAYTAN PAID BY:BAC TAX SERVICES +

Present mailing address *(number and street)*
305 W ULEX AVE

City, town or post office, state, ZIP code
MCALLEN, TX 78504

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): VILLAS AT VIOLET LOT 14

Step 2: Describe the property

Address or location of property:

692306 +

Account number of property: V3802.00.000.0014.00

Tax receipt number: OR 19297901

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 +	12/9 / 11	$ 2987.49	$ 2946.94
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 2946.94 +

Taxpayer's reason for refund *(attach supporting documentation)*: VETERAN CHANGE +

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature**

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized officer — Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 3-5-13 +

3/6

APPLICATION FOR TAX REFUND

Collection office name		Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	AUDITED BY: THE HIDALGO COUNTY AUDITOR'S OFFICE DATE: DG 3/13/13	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178		
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	J.C 3/21/13	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
HIGGIN DAVID JR /MARIA REVUELTA GAYTAN PAID BY: BAC TAX SERVICES

Present mailing address *(number and street)*
305 W ULEX AVE

City, town or post office, state, ZIP code
MCALLEN, TX 78504

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): VILLAS AT VIOLET LOT 14

Step 2: Describe the property

Address or location of property:

692306

Account number of property: V3802.00.000.0014.00

Tax receipt number: OR 21871752

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2012	12/19 / 12	$ 2949.56	$ 2949.56
2.		/	$	$
3.		/	$	$
4.		/	$	$
5.		/	$ TOTAL	$ 2949.56

Taxpayer's reason for refund *(attach supporting documentation)*: VETERAN CHANGE

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature** | **Date of application for tax refund**

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

sign here — Authorized officer — Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)* — Date 3-5-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
GONZALEZ, SAN JUANITA (PAID BY: CORELOGIC) 4

Present mailing address *(number and street)*
P.O. BOX 169 4

City, town or post office, state, ZIP code
PHARR, TX 78577 4

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): WONDERLAND ESTATES PH 1 LOT 2 PHASE 1

Step 2: Describe the property

Address or location of property:

330430 4

Account number of property:

W7150.01.000.0002.00 4

OR 17142722

Tax receipt number:

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2010 4	12/22 / 2010	$ 7857.61 4	$ 3699.16 4
2.		/	$	$
3.		/	$	$
4.		/	$	$
5. TOTAL		/	$	$ 3699.16 A

Taxpayer's reason for refund *(attach supporting documentation)*: SUPP # 32 VALUE DECREASED

RF130209

NB

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here — Signature

Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO CO. TY AUDITOR'S OF ICE
DATE (PM) 3/20/13
C3/4/13

sign here — Authorized official

Date 3/21/13

sign here — Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, tax code)*

Date 3-15-15

3/18

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
GARZA MARIANO JR & MARIO & CARLOS PAID BY LONE STAR NATIONAL BANK 4

Present mailing address *(number and street)*
P O BOX 1127

City, town or post office, state, ZIP code	Phone *(area code and number)*
PHARR, TX 78577	

Legal description (or attach copy of the tax bill or tax receipt): WOODS, M L #3 E 5.35AC OF LOT 10 EXC .53 AC

Step 2: Describe the property

4.82AC NET

Address or location of property: 707 SST TREVINO

330813 4

Account number of property: W7650.00.000.0010.00 4

Tax receipt number: OR 21662177

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2010 4	4-30 / 2012	$ 1500.00 4	$
2. ALL ENTITIES	2010 4	7-31 / 2012	$ 500.00 4	$
3. ALL ENTITIES	2010 4	11-30 / 2012	$ 8421.18 4	$ 3131.05 4
4.		/	$	$
5. TOTAL		/	$	$ 3131.05 4

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

JN

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ➡ Signature | Date of application for tax refund

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C[illegible] Y AUDITOR'S O[illegible] E
DATE: (PN) 3/20/13
R: C3|4|P

sign here ➡ Authorized officer — Date 3/21/13

sign here ➡ Collector(s) of taxing unit(s) for refund application over *(insert amount for which governing body approval is required under Section 31.11, tax code)* — Date 3-6-13

3/6

APPLICATION FOR TAX REFUND

Collection office name	Collecting tax for: (Tax Units)
HIDALGO COUNTY TAX OFFICE	GHD-SST-DR1-FD1-FD2-FD3-FD4-CAN-CLV-CMS-CPN-CPO-CWL-SEB-SLV-SML-SMS-SSL-SWL-JCC
Present mailing address *(number and street)* P O BOX 178	
City, town or post office, state, ZIP code EDINBURG TX 78540-0178	Phone *(area code and number)* (956) 318-2157

To apply for a tax refund, the taxpayer must complete the following

Step 1: Owner's name and address

Owner's name
GARZA MARIANO JR & MARIO & CARLOS PAID BY: LONE STAR NATIONAL BANK 4

Present mailing address *(number and street)*
PO BOX 1127

City, town or post office, state, ZIP code
PHARR, TX 78577

Phone *(area code and number)*

Legal description (or attach copy of the tax bill or tax receipt): WOODS, M L #3 E5.35AC OF LOT 10 EXC .53AC 4.82AC

Step 2: Describe the property

NET

Address or location of property:

330813 4

Account number of property:
W7650.00.000.0010.00 4

Tax receipt number:
OR 21662177

Step 3: Give the tax payment information

Name Of Taxing Unit from Which Refund is Requested	Year for Which Refund is Requested	Date of the Tax Payment	Amount of Taxes Paid	Amount of Tax Refund Requested
1. ALL ENTITIES	2011 4	5/31 / 12	$ 500.00 4	$
2. ALL ENTITIES	2011 4	6/29 / 12	$ 500.00 4	$
3. ALL ENTITIES	2011 4	11/30 / 12	$ 8360.58 4	$ 2852.33 4
4.		/	$	$
5.		/	$ TOTAL	$ 2852.33 N

Taxpayer's reason for refund *(attach supporting documentation)*: VALUE DECREASE

RF130112

MM

Step 4: sign the form

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here **Signature** | **Date of application for tax refund**

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Step 5: Tax refund Determination

This tax refund is ☑ Approved ☐ Disapproved

AUDITED BY: THE HIDALGO C... Y AUDITOR'S OF... E
DATE: 3/20/13 3.C 3/20/13

sign here — Authorized officer — Date 3/21/13

Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 tax code)* ( )

sign here — Pablo Paul Villarreal Jr. — Date 3-6-13

316

AI-37683 **7. A.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Sandra Solis, COUNTY CLERK

Department: COUNTY CLERK

Information

CAPTION

County Clerk:

Requesting approval to pay the 2013 (ASPA) American Society For Public Administration membership dues in the amount of $100.00 for Mr. Arturo Guajardo, Jr. with authority for the County Treasurer to issue check after review, audit and processing procedures are completed by the County Auditor.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-40-180-001-0-XXX

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

BUDGETARY IMPACT:

Funds available as of 03/25/2013 in Requisition # 233208.

Attachments

Renewal Invoice

Affidavit

Requisition

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/15/2013 01:46 PM
Ana Galvan	Ana Galvan	03/25/2013 10:34 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Sandra Solis Started On: 03/14/2013 10:31 AM

Final Approval Date: 03/28/2013

AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION

Advancing excellence in public service . . .

Membership Renewal Notice/Invoice

Second Notice 'Save on postage and time!' Renew your membership online today at **www.aspanet.org**! You will need your user login **101039** and the password you created. If you did not create your own password, use your ASPA ID number **101039** followed by your first and last initials of your name as your default password. Click [**Renew Your ASPA Dues Today**] located below your name and follow the steps. **If you experience any problems contact us at mhornbuckle@aspanet.org**.

ASPA ID No. 101039

Arturo Guajardo
Hidalgo County Clerk
100 N. Closner
Edinburg, TX 78539-3523

PLEASE INDICATE ANY CHANGES BELOW.

Work: (956) 318-2149

Home:

E-mail: aguajardo@hidalgocountyclerk.us

Fax: (956) 318-2105

Toll Free:

Past Due After 4/30/2013

Current Fees

See list on back or at www.aspanet.org for names/acronyms and codes.
PLEASE INDICATE ANY CHANGES BELOW.

DUES CATEGORY:	
Individual Member	***$100.00***
CHAPT/137-RGV	***Included***

Total Current Fees $ 100.00

MEMBERSHIP CATEGORIES

ASPA Membership **$100.00**
Includes 3rd Class mailing of PAR and PA TIMES and access archives for both online.

Supporting Individual **$120.00**
$20 is a contribution to ASPA and is eligible for a tax deduction.

Sustaining Individual **$220.00**
$120 is a contribution to ASPA and is eligible for a tax deduction.

International Mail **$100.00**
Those living outside of the U.S., Canada, Mexico and not receiving mail at an APO or FPO address.

International Electronic **$30.00**
Those living outside of the U.S., Canada, Mexico and not receiving mail at an APO or FPO address.

Senior **$55.00**
ASPA members for 10 or more continuous years, are 60 years of age or older and are retired.

Family Membership **$35.00**
For persons receiving mail at the same residence. One copy of Public Administration Review and PA TIMES will be provided to the family. Fee applies to each additional family member. Please indicate name(s) of additional family member(s) on the front of this form under additional fees.

New Professionals Membership **$75.00**
Receive PAR and PA TIMES in the mail; access archives for both online. Members may use the category of New Professionals Membership for a maximum of two years.

Full Student Membership **$75.00**
Receive PAR and PA TIMES in the mail. Members may use the category of Student Membership for a maximum of three years.

Electronic Student Membership **$40.00**
Access PAR current issues and archives online only, receive PA TIMES in mail. Members may use the category of Student Membership for a maximum of three years.

Optional Fees

SECTION FEES

Section membership is in addition to ASPA membership fees. Sections and fees are listed on the back of this form.

Section(s) Code(s) _____

Total Section Fees $ _____

ADDITIONAL CHAPTER FEES

Chapter membership in addition to the one free provided by ASPA incur a $6 fee. Additional Chapters are listed on the back of this form.

Additional Chapter(s) _____

Total Chapter Fees $ _____

POSTAGE

❒ Canada/Mexico *PA TIMES*	$25.00
❒ International Air *PA TIMES*	$70.00
❒ First Class Domestic *PA TIMES*	$15.00

ASPA ENDOWMENT

❒ The Endowment seeks gifts to assist in making many worthwhile programs a reality. All contributions are tax deductible and are governed by the *Statement of Policies* adopted by the Board. For a copy of the *Statement*, contact ASPA.

$ _____

INDIVIDUAL CONTRIBUTION

❒ Individual contributions are tax deductible $ _____

❒ New Professionals Fund Contribution $ _____

❒ I have read and agree with ASPA's Code of Ethics. (see www.aspanet.org)

❒ Please exclude my name from any listing of members sold commercially.

Total Optional Fees $ _____

Payment Information

Member ID# 101039

Dues must be prepaid. Send completed renewal form and payment to: ASPA, c/o SunTrust Bank, Department 41, Washington, DC 20042-0041.

☑ Check payable to ASPA ❒ Mastercard ❒ VISA ❒ American Express

Please add the total current fees and optional fees to arrive at a grand total fee.

Grand Total Fee $ 100.00

Card Number _____ Expiration Date

Signature _____

Renew Online Today!

TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES
TO ASSOCIATIONS OTHER THAN THE TEXAS ASSOCIATION OF COUNTIES

THE STATE OF TEXAS
COUNTY OF HIDALGO

I, Arturo Guajardo, Jr., do hereby state that membership in the (ASPA) American Society For Public Administration, and dues to be paid to the association, serve to accomplish one or more of the following County purposes:

- ☒ To obtain statutorily required continuing professional education.
- ☐ To obtain continuing education necessary to maintain a license or certification.
- ☒ To access the association or organization's programs, services, and activities in order to strengthen professional skills and keep up-to-date on developments related to the Department's primary business activities:
  - Publications
  - Periodicals
  - Training
  - Annual Conference
  - Award Programs
  - Representation
  - Technical Inquiry Services

FOR STATEWIDE ASSOCIATIONS ONLY

I further state that _____ is a statewide association with a minimum membership of at least 25 percent of eligible political subdivisions.

SIGNATURE: _____ DATE: March 13, 2013
TITLE: County Clerk

Before me Sandra Solis, a Notary Public, appeared Arturo Guajardo, Jr., and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(S E A L)

_____
DEPUTY CLERK IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	GC § 305.026

COUNTY AUDITOR'S FORM: RE-CA-041B
REVISED: 12-2012

Requisition

Req # 00233208

PO #

Date: 03/13/13

Bill To: x
x

Vendor : 379034
AMERICAN SOCIETY FOR PUBLIC ADM.
1301 PENNSYLVANIA AVE., N.W., STE 840
WASHINGTON DC 20004
FAX (202)638-4952

Ship To: COUNTY CLERK
100 N. CLOSNER, 1ST FL
EDINBURG TX 78539

Contact: **RENE PEREZ**
956-318-2100

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
1.00	EACH	TO PAY FOR ARTURO GUAJARDO JR. MEMBERSHIP RENEWAL FEE WITH THE AMERICAN SOCIETY FOR PUBLIC ADMINISTRATION	100.00	100.00
		Account No	Encumbrance	
		3-1100-415-40-180-001-0-810	100.00	
			Freight	.00
			Total	100.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

AI-37729 **7. B.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Pablo (Paul) Villarreal Jr. Submitted By: Mary Garcia, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

Tax Office:

Requesting approval to pay membership dues to Texas Association of Assessing Officers in the amount of $80.00 for Pablo (Paul) Villarreal Jr., with authority for the County Treasurer to issue check after review, audit and processing procedures are completed by the County Auditor.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-15-140-001-0-XXX

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

BUDGETARY IMPACT:

Funds available in Requisition 232616 as of 03/27/2013.

Attachments

Application

Affidavit

Requisition

Form Review

Inbox	Reviewed By	Date
Budget & Management	Obdett Calzada	03/18/2013 01:39 PM
Ana Galvan	Ana Galvan	03/27/2013 12:29 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Mary Garcia Started On: 03/18/2013 08:03 AM

Final Approval Date: 03/28/2013

To Be Completed For New Members Only.

taao
Texas Association of Assessing Officers

2012-2013 TAAO MEMBERSHIP APPLICATION

1. Professional Information

First Name: Pablo Middle Initial: _____ Last Name: Villarreal Jr.

Nick Name: Paul Designations: RTA TDLR #: 10918587 # of Years in Industry: 25

Employer: Hidalgo County Tax Office Position: Tax Assessor - Collector

Mailing Address: 2804 S. Bus. Hwy 281 City: Edinburg State: Tx Postal Code: 78539

E-mail: Paul.Villarreal@hidalgocountytax.org Phone: 956-457-7451 Fax: 956-318-2733

How did you learn about TAAO? I have been involve for years...

Recommended by: Melissa De La Garza (Kleberg County)

2. Membership Categories

All Memberships Expire September 30, 2013

☑ **Active Member / $80**

Any Ad Valorem Tax Assessor, Tax Collector, Chief Appraiser, Deputy or any agent of a governmental body employed by contract or any employee of an appraisal district or tax office in the State, whether appointed or elected to office, who works for taxing entities on a permanent basis, who receives the majority of his or her salary through taxing units and who subscribes to the Code of Ethics adopted by the members of the Corporation, shall be eligible to become an Active Member of the Corporation. An Active Member is entitled to all the rights and privileges of the Corporation including the right to vote and hold office.

☐ **Affiliate Member $80**

Any person employed or previously employed by or working primarily with any local or state governmental body or educational institution or a person who is interested in ad valorem taxation, but does not qualify as an Active Member, shall be eligible to become an Affiliate Member. An Affiliate Member is entitled to all the rights and privileges of the Corporation including the right to vote but not including the right to hold office.

☐ **ICTA Dues $35**

Check only if you have already been inducted into ICTA. ICTA dues are in addition to TAAO Active or Affiliate dues.

---

3. Payment

Make checks payable to TAAO and mail to:

TAAO
1524 S IH 35, Suite 235
Austin, TX 78704

Questions?

Contact: Stephanie Mendoza
Phone: (512) 926-2511 ext. 11
Fax: (512) 926-2920
Email: stephanie@taao.org

Amount Enclosed: $ _____

TO THE COUNTY AUDITOR
AFFIDAVIT FOR PAYMENT OF MEMBERSHIP DUES
TO ASSOCIATIONS OTHER THAN THE TEXAS ASSOCIATION OF COUNTIES

THE STATE OF TEXAS
COUNTY OF HIDALGO

I, Pablo (Paul) Villarreal Jr., do hereby state that membership in the Texas Association of Assessing Officers, and dues to be paid to the association, serve to accomplish one or more of the following County purposes:

- ☐ To obtain statutorily required continuing professional education.
- ☒ To obtain continuing education necessary to maintain a license or certification.
- ☒ To access the association or organization's programs, services, and activities in order to strengthen professional skills and keep up-to-date on developments related to the Department's primary business activities:
  - Publications
  - Periodicals
  - Training
  - Annual Conference
  - Award Programs
  - Representation
  - Technical Inquiry Services

FOR STATEWIDE ASSOCIATIONS ONLY

I further state that _____ is a statewide association with a minimum membership of at least 25 percent of eligible political subdivisions.

SIGNATURE: Pablo (Paul) Villarreal Jr. DATE: March 13, 2013
TITLE: Tax - Assessor / Collector

Before me Mary G. Jackson, a Notary Public, appeared Pablo (Paul) Villarreal Jr. and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

MARY GARCIA - JACKSON
Notary Public
STATE OF TEXAS
My Comm. Exp. 05-09-2016

Mary Garcia Jackson
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	GC § 305.026

COUNTY AUDITOR'S FORM: RE-CA-041B
REVISED: 12-2012

Requisition Inquiry - FOINQ01A 8/21/12 10:20 pm

Requisition No 00232616
Po No
Date Entered 03-04-2013
Status Needs Approval by PURC

Vendor TAAO
Address 1524 S IH-35 SUITE 235
AUSTIN TX 78704

Owner MGARCIA

Line No	Quantity	Description	Unit Price	Payment Amount
1	1	2012 - 2013 TAAO MEMBERSHIP DUES FOR PABLO (PAUL) VILLA	80.0000	80.00

Total **80.00**

Account Number	Description	Account Balance	Amount
3-1100-415-15-140-001-0-810	TAX OFF-DUES & MEMBERSHIPS	.00	80.00

Requisition Inquiry - FOINQ01A 8/21/12 10:20 pm

Requisition No 00232616
Po No
Date Entered 03-04-2013
Status Needs Approval by PURC

Vendor TAAO
Address 1524 S IH-35 SUITE 235
AUSTIN TX 78704

Owner MGARCIA

Line No	Quantity	Description	Unit Price	Payment Amount
1	1	2012 - 2013 TAAO MEMBERSHIP DUES FOR PABLO (PAUL) VILLA	80.0000	80.00

Total **80.00**

Account Number	Description	Account Balance	Amount
3-1100-415-15-140-001-0-810	TAX OFF-DUES & MEMBERSHIPS	.00	80.00

AI-37937 **8. A.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Flora Vazquez, HEALTH BENEFITS

Department: HEALTH BENEFITS

Information

CAPTION

Self-Insured (2202)
Requesting approval of reimbursement of Hidalgo County Workers' Comp. Claims paying account for claims paid by Tristar Risk Management for the period of March 1-15, 2013 in the amount of $48,535.28 and requesting approval of wire transfer.

BACKGROUND

Attachments

Invoice

By Organization

Certification

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/26/2013 02:29 PM
Olga Garza	Olga Garza	03/27/2013 03:32 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Flora Vazquez Started On: 03/26/2013 02:22 PM

Final Approval Date: 03/28/2013

Tristar Risk Management
100 Oceangate Suite #700
Long Beach, CA 90802
(562) 495-6600
TIN: 95-2791831

March 18, 2013

Hidalgo County Workers Compensation Fund
2818 S. Bus Hwy. 281
Edinburg, TX 78539
Flora Vazquez
Director of Risk Management

L HIDAL.WC1
Invoice Number: 91227

Loss Replenishment

Re: Workers Compensation

Tristar Risk Management hereby certifies that the attached billings for Losses Paid 3/1-3/15/13 (Check#513274-513401) are in accordance with our contract with Hidalgo County Exhibit A, dated July 1st	48,535.28
TOTAL CURRENT CHARGES	$ 48,535.28
Previous Balance Due	$141,703.02

Payments and Credits

03/08/13	Payment received - thank you	52,621.95CR
03/18/13	Payment received - thank you	89,081.07CR
	Total Payments and Credits	$141,703.02CR
	Total Balance Due	$ 48,535.28

Due Upon Receipt

If you have any questions or need wire instructions, please call:
(562) 495-6600 ext 1028 to speak with Amanda McClure or ext 1048 to speak with Annette Rivas

Custom Payment Total

Hidalgo County WC losses paid 3/1-3/15/13

Processed	Check Date	Chk/Vchr #	Claim Number	Claimant	Incident	Transaction Type	Payee	Dates of Service	Method	Amount
Alternate Organization 1 : Headstart										
					Alternate Organization 1 Total:	69				11,926.74
Alternate Organization 1 : Hidalgo County										
					Alternate Organization 1 Total:	194				36,608.54
					Grand Total:	263				48,535.28

HIDALGO COUNTY DEPT. OF BUDGET & MANAGEMENT/EMPLOYEE BENEFITS DIVISION
CERTIFICATION OF WORKERS' COMP CLAIMS PAID BY TRISTAR RISK MANAGEMENT
FOR THE PERIOD OF: March 1-15, 2013 .

Hidalgo County's Self-Funded Workers' Compensation, Third Party Administrator (TPA)
TRISTAR RISK MANAGEMENT has submitted to my office a request to reimburse the County's Claims Paying account in the amount of $ 48,535.28 .

TRISTAR is certifying to my office that it has paid Workers' Compensation Claims on behalf of injured employees:

Losses Paid for Period: 03/01-15/2013

(Check# 513274-513401)

1). Hidalgo County	$ 36,608.54	
2). Hidalgo County Headstart Program	$ 11,926.74	
3). Community Service Agency		
4). Drainage District #1	$ -	$ 48,535.28

Total Reimbursement requested by TRISTAR RISK MANAGEMENT:

Hidalgo County Department of Budget & Management/Employee Benefits Division is requesting approval of this payment on the Commissioner's Court Agenda of April 2, 2013 .

Initial amount advanced by Commissioner's Court to TRISTAR RISK MANAGEMENT to pay claims:
$ < 150,000.00 >

Balance left in the Hidalgo County Workers' Compensation Fund at Citizens Business Bank (estimate) $ 101,464.72

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

* All the claimants are in fact employees of Hidalgo County, Drainage District No. 1, Hidalgo County Headstart Program, and Community Service Agency.
* All fees to vendors are appropriate for the type of service provided.
* All fees paid to Hidalgo County for salary continuation were in fact received by Hidalgo County, and have been received by my department and deposited with the Hidalgo County Treasurer's Office and credited to the corresponding salary account. I have forwarded a copy of the Treasurer's receipts for each check shown as issued to Hidalgo County.
* All types of expenditures reflected on this claim report are appropriate for the Hidalgo County Workers' Compensation Fund (Escrow Fund).
* The Office of the County Auditor will receive a copy of the monthly bank statement for the Hidalgo County Workers' Compensation Bank Account (held at Citizens Business Bank in California) no later than the 10th day of the following month.

Olga Vazquez — 3/26/2013
Employee Benefits Director — Date

Budget Officer — 03/26/2013
Date

Commissioner's Court Approval — Date

APPROVED BY COMMISSIONERS' COURT
ON: _____

AI-37944 **8. B.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Sergio Cruz Submitted By: Angelica M. Tapia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

1. Approval of reimbursement in the amount of $629,234.94 to Blue Cross Blue Shield Insurance Company for claims paid on behalf of Hidalgo County from 03/01/13 to 03/15/13.

03/01/13	$126,099.37
03/02-08/13	$184,413.44
03/09-15/13	$318,722.13
TOTAL	$629,234.94

2. Approval of wire transfer to cover claims paid.

BACKGROUND

Attachments

BCBS 3/1-1/13
BCBS 3/2-8/13
BCBS 3/9-15/13
Invoices
Certification

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	03/28/2013 08:41 AM
Olga Garza	Olga Garza	03/28/2013 09:44 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Angelica M. Tapia Started On: 03/27/2013

Final Approval Date: 03/28/2013

BlueCross BlueShield of Texas

Group # 021185 **HIDALGO COUNTY**
Settlement ID: **TX433010006**
Processed Date
Period **03/01/2013 to 03/01/2013**

SECTION			
0001-0011	HIDALGO COUNTY	$	90,339.02
0002-0012	HEAD START	$	25,408.17
0003-0013	APPRAISAL DISTRICT	$	1,622.53
0004-0014	COMMUNITY SERVICE AGENCY	$	1,099.65
0005-0015	DRAINAGE DISTRICT NO.1	$	2,084.61
0006-0016	RETIREES	$	3,922.14
9001-9002	COBRA	$	1,623.25
	STOP LOSS	$	-
	TOTAL	$	126,099.37

BlueCross BlueShield of Texas

Group # 021185 **HIDALGO COUNTY**
Settlement ID: **TX433010006**
Processed Date
Period **03/02/2013 to 03/08/2013**

SECTION			
0001-0011	HIDALGO COUNTY	$	233,582.67
0002-0012	HEAD START	$	56,198.82
0003-0013	APPRAISAL DISTRICT	$	10,726.32
0004-0014	COMMUNITY SERVICE AGENCY	$	4,306.56
0005-0015	DRAINAGE DISTRICT NO.1	$	4,405.14
0006-0016	RETIREES	$	6,177.81
9001-9002	COBRA	$	1,865.87
	STOP LOSS	$	(132,849.75)
	TOTAL	$	184,413.44

BlueCross BlueShield of Texas

Group # 021185 **HIDALGO COUNTY**
Settlement ID: **TX433010006**
Processed Date
Period **03/09/2013 to 03/15/2013**

SECTION			
0001-0011	HIDALGO COUNTY	$	223,749.81
0002-0012	HEAD START	$	65,487.92
0003-0013	APPRAISAL DISTRICT	$	8,243.26
0004-0014	COMMUNITY SERVICE AGENCY	$	7,726.45
0005-0015	DRAINAGE DISTRICT NO.1	$	5,878.10
0006-0016	RETIREES	$	5,950.97
9001-9002	COBRA	$	1,685.62
	STOP LOSS	$	-
	TOTAL	$	318,722.13

BlueCross BlueShield of Texas

Invoices - Invoice Details

Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 03/01/2013 - 03/08/2013 Process Date: 03/08/2013

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 03/01/2013 - 03/01/2013

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	$90,339.02	$90,339.02	$57,512.69	$0.00	$32,826.33	1,104
TX433	01	002	HEAD START	$25,408.17	$25,408.17	$15,262.41	$0.00	$10,145.76	280
TX433	01	003	APPRAISAL DISTRICT	$1,622.53	$1,622.53	$811.93	$0.00	$810.60	46
TX433	01	004	COMMUNITY SERVICE	$1,099.65	$1,099.65	$331.49	$0.00	$768.16	11
TX433	01	005	DRAINAGE DISTRICT	$2,084.61	$2,084.61	$1,589.31	$0.00	$495.30	26
TX433	01	006	RETIREES	$3,922.14	$3,922.14	$3,091.89	$0.00	$830.25	62
TX433	01	007	COBRA	$1,623.25	$1,623.25	$1,078.28	$0.00	$544.97	11
			Customer Total Claims	$126,099.37	$126,099.37	$79,678.00	$0.00	$46,421.37	1,540
			Customer Grand Total	$126,099.37	$126,099.37	$79,678.00	$0.00	$46,421.37	1,540

BlueCross BlueShield of Texas

Invoices - Invoice Details

Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 03/01/2013 - 03/08/2013 Process Date: 03/08/2013

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 03/02/2013 - 03/08/2013

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	$323,921.69	$233,582.67	$50,811.71	$0.00	$182,770.96	2,431
TX433	01	002	HEAD START	$81,606.99	$56,198.82	$15,751.41	$0.00	$40,447.41	601
TX433	01	003	APPRAISAL DISTRICT	$12,348.85	$10,726.32	$5,883.20	$0.00	$4,843.12	107
TX433	01	004	COMMUNITY SERVICE	$5,406.21	$4,306.56	$43.07	$0.00	$4,263.49	16
TX433	01	005	DRAINAGE DISTRICT	$6,489.75	$4,405.14	$2,272.44	$0.00	$2,132.70	57
TX433	01	006	RETIREES	$10,099.95	$6,177.81	$6,663.14	$0.00	($485.33)	61
TX433	01	007	COBRA	$3,489.12	$1,865.87	$10.12	$0.00	$1,855.75	18
			STOPLOSS	($132,849.75)	($132,849.75)	$0.00	$0.00	$0.00	0
			Customer Total Claims	$443,362.56	$317,263.19	$81,435.09	$0.00	$235,828.10	3,291
			STOPLOSS Total	($132,849.75)	($132,849.75)	$0.00	$0.00	$0.00	0
			Customer Grand Total	$310,512.81	$184,413.44	$81,435.09	$0.00	$235,828.10	3,291

BlueCross BlueShield of Texas

Invoices - Invoice Details

Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 03/09/2013 - 03/15/2013 Process Date: 03/15/2013

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 03/09/2013 - 03/15/2013

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	$547,671.50	$223,749.81	$59,188.18	$0.00	$164,561.63	2,390
TX433	01	002	HEAD START	$147,094.91	$65,487.92	$11,087.73	$0.00	$54,400.19	581
TX433	01	003	APPRAISAL DISTRICT	$20,592.11	$8,243.26	$2,621.29	$0.00	$5,621.97	80
TX433	01	004	COMMUNITY SERVICE	$13,132.66	$7,726.45	$1,856.27	$0.00	$5,870.18	35
TX433	01	005	DRAINAGE DISTRICT	$12,367.85	$5,878.10	$3,043.66	$0.00	$2,834.44	81
TX433	01	006	RETIREES	$16,050.92	$5,950.97	$3,135.69	$0.00	$2,815.28	54
TX433	01	007	COBRA	$5,174.74	$1,685.62	$37.28	$0.00	$1,648.34	39
			STOPLOSS	($132,849.75)	$0.00	$0.00	$0.00	$0.00	0
			Customer Total Claims	$762,084.69	$318,722.13	$80,970.10	$0.00	$237,752.03	3,260
			STOPLOSS Total	($132,849.75)	$0.00	$0.00	$0.00	$0.00	0
			Customer Grand Total	$629,234.94	$318,722.13	$80,970.10	$0.00	$237,752.03	3,260

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

FOR THE PERIOD OF **March 1, 2013 thru March 15, 2013**

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 **$629,234.94**.

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 03/01/2013 to 03/15/2013 is $629,234.94.

Dept. of Budget & Management Employee Benefits Division is requesting approval of this payment on the Commissioners' Court Agenda of April 2, 2013.

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.

Flora Vaughn — 3-27-2013
Employee Benefits Director — Date

03-27-2013
Dept. of Budget & Management Budget Officer — Date

Commissioner's Court Approval — Date

AI-37845 **Purchasing Department** **9. A.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: DBM- S. Cruz, Budget Officer **Submitted By:** Angela Garcia, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Requesting approval of payment for Invoice# M171287- ($ 2,258.10) - HALFF ASSOCIATES, INC., in connection to Contract#C-10-340-10-19 under (WA#2-PO# 662524) PROJECT: "Courthouse Life Safety-Fire Suppression System".

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 **ACCT. #:** 3-1100-415-00-115-002-0-334

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

BUDGETARY IMPACT:

Available funding in P.O.#662524 as of 03-27-13.

Attachments

invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/27/2013 11:50 AM
Budget & Management	Ivan Cantu	03/27/2013 01:30 PM
Rosalinda Cantu	Rosie Cantu	03/27/2013 02:54 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Angela Garcia Started On: 03/21/2013 01:02 PM

Final Approval Date: 03/28/2013

INVOICE

HALFF

ENGINEERS · ARCHITECTS · SCIENTISTS · PLANNERS · SURVEYORS

REMITTANCE ADDRESS:
P.O. Box 910259
Dallas, TX 75391-0259

Hidalgo County Commissioner's Court
2818 South Business 281
Hidalgo County Budget and Management Division
Edinburg, TX 78539

www.halff.com

Invoice Date: 2/28/2013
Invoice #: M171287
Project: 28237
Invoice Group: L2
Client Code HIDAL5

HIDALGO COUNTY BUDGET OFFICE
13 MAR 21 AM 11:19

Attention: Mr. Sergio Cruz

Project Name: Hidalgo Co Precinct #4/ Building Repairs

For Professional Services Rendered through: 02/24/2013
Re: Engineering Services
Hidalgo County -Courthouse Life Safety
Edinburg, Tx
Project Name: Courthouse Life Safety
Work Authorization #: 2

Contract Number: C-10-340-10-19
P. O. #: 662524

INVOICE RECEIVED BY: CA ON 3/21/13
GOODS/SERVICES RECEIVED BY: Hid. Co. ON thru 2/24/13
PO#662524
3-1100-415-00-415-002-0-334

** Please contact Maribel Martinez (956-664-0286) with any questions regarding this invoice.

Task #	Contracted Rate Total ($) Task / Scope	Budget	Previous Amount	% completed	Current Amount	Total Fee Remaining
A1	Survey for Design	$6,020.00	$6,020.00	100%	$ -	$0.00
A2	Civil Engineering	$2,000.00	$2,000.00	100%	$ -	$0.00
A3	Building Envelop and Interiors	$21,230.00	$20,607.00	97%	$ -	$623.00
A4	Structural Engineering	$2,000.00	$2,000.00	100%	$ -	$0.00
A5	Electrical Engineering	$17,120.00	$15,000.00	88%	$ 68.10	$2,051.90
A6	Life Safety Improvements	$42,030.00	$31,872.00	81%	$ 2,190.00	$7,968.00
	Site Visit REED	$2,990.00	$0.00	0%	$ -	$2,990.00
A7	Asbestos - Site Survey	$16,390.00	$16,390.00	100%	$ -	$0.00
A8	Asbestos - Design and Monitoring	$16,600.00	$16,600.00	100%	$ -	$0.00
A9	Project Specs and Bid Docs	$5,020.00	$4,500.00	90%	$ -	$520.00
		$131,400.00	$114,989.00		$ 2,258.10	$14,152.90
B1	Bid Phase Services					
	Bid Phase Sub-Total (Hours)					
	Design Phase Sub-Total ($)	$3,510.00	$1,500.00	43%	$ -	$2,010.00
C1	Construction Phase Services					
	Construction Phase Sub-Total (Hours)					
	Design Phase Sub-Total ($)	$9,510.00	$0.00	0%	$ -	$9,510.00
	Contracted Rate					
	TOTAL LABOR COSTS	$102,390.00	$84,617.00	83%	$ 68.10	$17,704.90
	TOTAL EXPENSES	$42,030.00	$31,872.00	76%	$ 2,190.00	$ 7,968.00
	TOTAL LABOR PLUS EXPENSES	**$144,420.00**	**$116,489.00**	81%	**$2,258.10**	**$25,672.90**

Total Fee Earned to Date:	$118,747.10
Less Previous Billings:	$116,489.00
Amount Due this Invoice:	$2,258.10

TERMS: DUE UPON RECEIPT

AI-37841 **Purchasing Department 9. B.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Hon. Cuellar & Avila, Pct. #1 **Submitted By:** Vangie Garcia, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of Request for Payment Application No. 4 in the amount of **$221,028.61** as submitted by Holchemont, LTD, awarded contractor for the "Construction Of A New Constable Building Precinct No. 1 Offices" and as certified for payment by project architect, Alcocer Garcia Associates, Inc. in connection with Contract #C-12-028-07-24 with authority for County Treasurer to issue payment after County Auditor's review and processing procedures are completed.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 **ACCT. #:** 3-1336-421-00-220-042-0-720

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

BUDGETARY IMPACT:

Available funds in p.o.#680750 as of 03-27-13.

Attachments

waiver

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/27/2013 11:46 AM
Budget & Management	Ivan Cantu	03/27/2013 01:28 PM
Rosalinda Cantu	Rosie Cantu	03/27/2013 02:49 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Vangie Garcia Started On: 03/21/2013 11:02 AM

Final Approval Date: 03/28/2013

CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

Project No. 2012-028-05-09-MSS

GC Project No. 1207-PCT-19

On receipt by the signer of this document of a check from County of Hidalgo, (maker of the check) in the sum of $ 221,028.61 payable to Holchemont, Ltd. (payee or payees of check) and when the check has been properly endorsed and has been paid by the bank on which it is drawn, this document becomes effective to release any mechanic's lien right, any right arising from a payment bond that complies with a state or federal statute, any common law payment bond right, any claim for payment, and any rights under any similar ordinance, rule or statute related to claim or payment rights for persons in the signer's position that the signer has on the property of County of Hidalgo (Owner) located at 1902 Joe Stephens, Weslaco, TX 78596. (location) to the following extent: construction of Hidalgo County Precinct 1 New Constable Offices.

This release covers a progress payment for all labor, services, equipment, or materials furnished to the property or to County of Hidalgo (person with whom signer contracted) as indicated in the attached statement(s) or progress payment request(s), except for unpaid retention, pending modifications and changes, or other items furnished.

Before any recipient of this document relies on this document, the recipient should verify evidence of payment to the signer.

The signer warrants that the signer has already paid or will use the funds received from this progress payment to the promptly pay in full all of the signer's laborers, subcontractors, materialmen, and suppliers for all work, materials, equipment, or services provided for or to the above referenced project in regard to the attached statement(s) or progress payment request(s).

Date: March 28, 2013

Holchemont, Ltd.
(Company name)

Signature

Manager
Title

SUBSCRIBED AND SWORN TO BEOFRE ME this the 28th day of March, 2013

LORI ANN HERNANDEZ
Notary Public, State of Texas
My Commission Expires
January 18, 2016

NOTARY PUBLIC, in and for the State of Texas

My Commission Expires: January 18, 2016

AI-37828 **9. C.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Rocio Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Authority to exercise one(1) year extension option as provided under current contract for "Office Space in the City of La Joya," for the WIC Program under the same rates, terms, and conditions with Felix Alaniz, Jr. C-10-007-03-23

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1292-441-00-350-001-3-441

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

BUDGETARY IMPACT:

Funds available as of 3-28-13

Attachments

current contract

current insurance

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	03/28/2013 08:04 AM
Budget & Management	Ivan Cantu	03/28/2013 08:15 AM
Ivan Cantu	Ivan Cantu	03/28/2013 10:17 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Rocio Villarreal Started On: 03/20/2013 04:07 PM

Final Approval Date: 03/28/2013

\
THE STATE OF TEXAS '
'
COUNTY OF HIDALGO '

LEASE
C-10-007-03-23

THIS LEASE is made and entered into by and between, Felix Alaniz Jr. of Hidalgo County, Texas, referred to in this Lease as Lessor, and **THE COUNTY OF HIDALGO**, referred to in this Lease as Lessee.

In consideration of the mutual covenants and agreements set forth in this Lease, and other good and valuable consideration, Lessor demises and leases to Lessee, and Lessee leases from Lessor that certain real property described on Exhibit "A" attached hereto. The premises leased hereunder are referred to in this Lease as "the Premises" or "the Leased Premises."

ARTICLE 1. TERM

Term of Lease

1.1 Except as otherwise herein provided, the term of this Lease shall be for a period beginning **April 18, ,2010** and ending on **April 17, 2013 ,** with an option to extend for one (1) additional year. Lessee also reserves the right to continue this Lease for an additional sixty (60) day Grace Period, under the same rates terms and conditions.

Termination

1.2 Lessee may declare this Lease, and all rights and interest created by it, to be terminated without cause upon giving the Lessor thirty (30) days written notice. Upon a Lessee's electing to terminate, this Lease shall cease and come to an end as if the day of the termination party's election were the day originally fixed in the Lease for its expiration.

Lessor's Warranty of Quiet Enjoyment

1.3 Lessor covenants and agrees that Lessee on paying the rent and other charges herein provided for and observing and keeping the covenants, conditions, and terms of this Lease on Lessee's part to be kept or performed, shall lawfully and quietly hold, occupy, and enjoy the Leased Premises during the term of this Lease without hindrance or molestation of Lessor or any person claiming under Lessor except such portion of the Leased Premises, if any, as shall be taken under the power of eminent domain.

ARTICLE 2. RENT

Base Rent

2.1 Lessee agrees to pay to Lessor, during the term hereof, a monthly rental equal to **($2,850.00) Two Thousand Eight Hundred Fifty Dollars and Zero Cents** per month. In the event the Commencement Date is a day other than the first day of the month, the rent for the period from the commencement date to the last day of the month shall be prorated by dividing the monthly rental by thirty days, and multiplying the result by the number of days remaining in the month that includes the Commencement Date.

Time and Manner of Payment

2.2 All rent due under this article shall be paid by Lessee on a monthly basis and in advance, on the 1st business day of each month commencing on the Commencement Date. All installments of rent shall be paid in lawful money of the United States to the Lessor at PO Box 176, La Joya, Texas 78560, or other such other location or locations as Lessor shall from time to time designate by written notice to Lessee. Any rent due for any partial month at the beginning or the end of the term hereof shall

be prorated on the basis of a thirty day month.

Taxes

2.4 Lessor is responsible for rendering and paying all real estate taxes on the Property. Lessee shall be responsible for taxes, if any, on lessee's personal property located on the Premises.

ARTICLE 3. USE OF PREMISES

Permitted Use

3.1 Lessee may use the premises for office space and for any other lawful purpose.

Waste, Nuisance, or Illegal Use

3.2 Lessee shall not use, or permit the use of, the Premises in any manner that results in waste of the Premises or constitutes a nuisance or violates any statute, ordinance, rule or regulation applicable to the premises or for any illegal purpose.

ARTICLE 4. REPAIRS AND MAINTENANCE

Lessee's Duty to Repair

4.1 Lessee shall be responsible for providing general janitorial service. Lessee shall be responsible for all repairs and maintenance in connection with damage to the Premises, and damage to fixtures and improvements resulting form negligent for willful acts of the Lessee, or the Lessee's employees, agents, licenses or invitees. In addition, Lessee shall repair all injury caused by the installation or removal of furniture, fixtures or property permitted under this Lease to be removed from the Leased Premises. All such repairs shall be made in a good, workmanlike manner using high quality materials.

Lessor's Duties to Repair

4.2 Lessor shall maintain the foundation, roof, plumbing, heating, ventilation and

air conditioning systems ("HVAC") and structural integrity of the Leased Premises and shall make all such necessary repairs to the foundation, roof, plumbing, HVAC and structural integrity of the Leased Premises, except that Lessee shall make those repairs occasioned by Lessee's negligent use of the Leased Premises.

Additional Duties of Lessor

4.3 Lessor shall construct, repair and maintain the Leased Premises so that the Premises will have:

(1) Effective waterproofing and weather protection of the contents of the Leased Premises by watertight roof, exterior walls, windows, and doors.

(2) Plumbing facilities that conform to applicable law, maintained in good working order.

(3) A water supply approved under applicable law that is under the control of Lessee, capable of producing hot and cold running water, or a system that is under the control of Lessor that produces hot and cold u\running water furnished to Lessee and connected to a sewage disposal system conforming to applicable law.

(4) Heating, ventilation and air conditioning facilities conforming to applicable law which are more than adequate to heat, ventilate and air condition the improvements on the Leased Premises, and are maintained in good working order.

(5) Electrical lighting, with wiring and electrical equipment that conform to applicable law, maintained in good working order.

(6) Building, grounds, and appurtenances in every part clean, sanitary, and free from all accumulations of debris, and all areas under control of Lessor kept in every part clean, sanitary, and free from all accumulations of debris.

(7) Floor, stairways, and railings maintained in good repair.

Lessee's Right to Repair for Lessor

4.4 (a) If after Lessee's notice to Lessor of repairs or maintenance which Lessor has a duty to undertake, Lessor neglects to make such repairs within reasonable time following written notice from Lessee, Lessee may make the repairs itself. In such a case, Lessee may deduct the expenses of the repairs from further payment of rent.

(b) For purposes of this Section 4.4, if Lessor make repairs at least fifteen (15) days following the date of Lessee's notice to Lessor, it will be presumed to have act in a reasonable time.

ARTICLE 5. UTILITIES

Utility Charges

Lessee shall pay all utility charges used in and about the Leased Premises during the term of this Lease, all such charges to be paid by Lessee directly to the utility company or municipality furnishing the same, before the same shall become delinquent.

ARTICLE 6. ALTERATIONS, ADDITIONS, AND IMPROVEMENTS

Consent of Lessor

6.1 Lessee shall not make any alterations, additions, or improvements to the Leased Premises without the prior written consent of Lessor. Consent for nonstructural alterations, additions,

or improvements shall not be unreasonably withheld by Lessor.

Property of Lessor

6.2 All alterations, additions, or improvements made by Lessee shall become the property of Lessor at the termination of this Lease. Lessor may, however, require that Lessee remove any or all alterations, additions, and improvements installed or made by Lessee, and any other property placed on the Premises by Lessee, upon termination of the Lease. In the event that Lessor requires Lessee to remove such alterations, additions, or improvements, Lessee shall repair any damage to the Premises caused by such removal.

ARTICLE 7. SIGNS

Signs

7.1 Subject to the written approval of Lessor, and further subject to applicable laws, ordinances and regulations, Lessee shall have the right to install a sign on the Leased Premises. Lessee must remove all signs at the termination of this Lease and repair any damage resulting from the erection or removal of the signs.

ARTICLE 8. MECHANIC'S LIEN

Lessee will not permit any mechanic's lien or liens to be placed upon the Leased Premises or improvements on the Premises, and if such lien is claimed as a result of the acts of Lessee, will promptly pay the lien. If default in payment of the lien continues for twenty (20) days after written notice from Lessor Lessee, Lessor may, at its option, pay the lien or any portion of it without inquiry as to its validity. Any amounts paid by the Lessor to remove a mechanic's lien caused to be filed against the Premises or improvements on the Premises by Lessee, including expenses and interest, shall be due from Lessee to Lessor and shall be repaid to Lessor immediately on rendition of notice,

together with interest at ten percent (10%) per annum until repaid.

ARTICLE 9. INSURANCE AND INDEMNITY

Property Insurance

9.1 Lessor shall, at its own expense, during the term of this Lease, keep all buildings and improvements on the Leased Premises insured against loss or damage by fire with extended coverage to include direct loss by windstorm, hail, explosion, riot, or riot attending a strike, civil commotion, aircraft, vehicles, and smoke, in the aggregate amounts of not less than the full fair insurable value of the buildings and improvements. The insurance is to be carried by one or more insurance companies licensed to do business in Texas and approved by Lessee. The policies shall provide that any proceeds for loss or damage to buildings or to improvements shall be payable solely to Lessor, which sum Lessor shall use for repair and restoration purposes as provided herein. Lessee shall maintain all insurance on Lessee's personal property located within the Leased Premises and Lessee covenants and agrees that Lessor shall have no responsibility for damage or destruction of Lessee's personal property located within the Leased Premises.

General Liability Insurance

9.2 Lessee, at its own expense, shall provide and maintain in force during the term of this Lease liability insurance in the amounts deemed adequate by Lessor. Prior to occupancy of the Premises, Lessee shall provide Lessor with evidence of such insurance

Remedy for Failure to Provide Insurance

9.3 Lessor shall furnish Lessee with the original of all insurance policies required by this Article. If Lessor does not provide such policies or proof of such insurance within ten (10) days of the execution of this Lease, or if Lessor allows any insurance required under this Article to lapse after

receipt of notice of cancellation or of non-renewal, or if Lessor fails to deliver proof of insurance showing coverage to Lessee prior to the effective date of such insurance and the original insurance policy within thirty (30) days thereafter, such failure shall be a default of Lessor under this Lease; or Lessee may, but shall not be required, to take out such insurance and pay the premiums on the necessary insurance to comply with Lessor's obligations under the provisions of this Article. Lessor agrees to reimburse Lessee all amounts spent by Lessee to procure and maintain such insurance within fifteen (15) days after demand from Lessor. Failure to pay such amount when due shall be a default of Lessor under this Lease.

ARTICLE 10. DAMAGE OR DESTRUCTION OF PREMISES

Notice to Lessor

10.1 If the Leased Premises, or any structures or improvements on the Leased Premises, should be damaged or destroyed by fire, tornado, or other casualty, Lessee shall give immediate written notice of the damage or destruction to Lessor, including a description of the damage and, as far as known to Lessee, the cause of the damage.

Total Destruction

10.2 If the building on the Leased Premises should be totally destroyed by fire, tornado, or other casualty, or if it should be so damaged that rebuilding or repairs can not reasonably be completed within thirty (30) working Days from the date of the occurrence of the damage, this Lease, at the option of the Lessee, shall terminate and rent shall be abated for the unexpired portion of this Lease, effective as of the date of said occurrence.

Partial Damage or Destruction

10.3 If the Leased Premises should be damaged by fire, tornado, or other casualty, but not

to such an extent that rebuilding or repairs can not reasonably be completed within thirty (30) working days from the date of the occurrence of the damage, this Lease shall not terminate, but Lessor shall, if the casualty has occurred prior to the final twelve (12) months of the lease term, at Lessor's sole cost and risk proceed forthwith to rebuild or repair the Leased Premises to substantially the condition in which they existed prior to such damage. If the casualty occurs during the final twelve (12) months of the lease term, Lessor shall not be required to rebuild or repair such damage and this Lease shall terminate and rent shall be abated for the unexpired portion of the Lease, effective as of the date of said occurrence. If the Leased Premises are to be rebuilt or repaired and are untenantable in whole or in part following such damage, the rent payable hereunder during the period in which they are untenantable shall be adjusted equitably. In the working days from the date of the occurrence of the damage, Lessee may at its option terminate this Lease by written notification as such time to Lessor, whereon all rights and obligations hereunder shall cease.

ARTICLE 11. CONDEMNATION

Total Condemnation

11.1 If during the term of this Lease all of the Leased Premises should be taken for any public or quasi-public use under any governmental law, ordinance, or regulation, or by right of eminent domain, or should be sold to the condemning authority under threat of condemnation, the Lease shall terminate, and the rent shall be abated during the unexpired portion of this Lease, effective as of the date of the taking of the Premises by the condemning authority.

Partial Condemnation

11.2 If less than all, but more than ten percent (10%) of the Leased Premises is taken for any public or quasi-public use under any governmental law, ordinance, or regulation, or by right of eminent

domain, or should be sold to the condemning authority under threat of condemnation, Lessee may terminate the Lease by giving written notice to Lessor within thirty (30) days after possession of the condemned portion is taken by the entity exercising the power of condemnation.

If the Leased Premises are partially condemned and Lessee fails to exercise the option to terminate the Lease under this section, or if less than ten percent (10%) of the Leased Premises are condemned, this Lease shall not terminate, but Lessor may, at its sole expense, restore and reconstruct the building and other improvements situated on the Leased Premises to make them reasonably tenantable and suitable for the uses for which the Premises are Leased. The rent payable under Sections 2.1 of this Lease shall be decreased equitably during the period of such restoration or reconstruction.

Condemnation Award

11.3 Lessor and Lessee shall each be entitled to receive and retain such separate awards, and portions of lump sum awards, as may be allocated to their respective interest in any condemnation proceedings. The termination of this Lease shall not affect the rights of the respective parties to such awards.

ARTICLE 12. DEFAULT

Default by Lessee

12.1 If Lessee shall allow the rent to be in arrears more than ten (10) days after written notice of such delinquency, or shall remain in default under any other condition of this Lease for a period of fifteen (15) days after written notice from Lessor, Lessor may at its option, without notice to Lessee, terminate this Lease or, in the alternative, Lessor may re-enter and take possession of the Premises and remove all persons and property without being deemed guilty of any manner of trespass

and relent the Premises, or any part of the Premises, for all or any part of the remainder of the Lease term, to a party satisfactory to Lessor and at such monthly rental as Lessor may with reasonable diligence be able to secure. Should Lessor be unable to relent after reasonable efforts to do so, or should such monthly rental be at a commercially reasonable rate which is less than the rental Lessee was obligated to pay under this Lease, or any renewal of this Lease, plus the expense of relating, then Lessee shall pay the amount of such deficiency plus reasonable attorney's fees to Lessor.

Default by Lessor

12.2 If Lessor defaults in the performance of any terms, covenants, or conditions required to be performed by it under this Lease, in addition to other remedies afforded Lessee under this Lease or at law, Lessee may, following reasonable Notice to and opportunity to cure by Lessor, elect to vacate the Premises, in which case it shall be discharged from further payment of rent, the performance of all other terms and conditions of this Lease, and this Lease shall terminate as of the date Lessee vacates the Premises and any rental shall be abated for the unexpired term of this Lease.

Cumulative Remedies

12.3 All rights and remedies of Lessor and Lessee under this Article shall be cumulative, and none shall exclude any other right or remedy provided by law or by any other provision of this Lease. All such rights and remedies may be exercised and enforced concurrently and whenever, and as often, as occasion for their exercise arises.

Waiver of Breach

12.4 A waiver by either Lessor or Lessee of a breach of this Lease by the other party does not constitute a continuing waiver or a waiver of any subsequent breach of the Lease.

ARTICLE 13. ASSIGNMENT AND SUBLETTING

Assignment and Subletting by Lessee

13.1 Lessee may not sublet, assign, encumber, or otherwise transfer this Lease, or any right or interest in this Lease or in the Leased Premises or the improvements on the Leased Premises, without the written consent of Lessor. If Lessee sublets, assigns, encumbers, or otherwise transfers its rights or interest in this Lease or in the Leased Premises or the improvements on the Leased Premises, other than as specified herein, without the written consent of Lessor, Lessor may, at its option, declare this Lease terminated and Lessee and Lessor shall have no further obligation to each other under this Lease. In the event Lessor consents in writing to an assignment, sublease or other transfer of all or any of Lessee's rights under this Lease, the assignee or sublease must assume all of Lessee's obligations under this Lease, in which event Lessee shall be released from its obligations under the Lease. Lessor's consent under this section will not be arbitrarily or unreasonably withheld.

Assignment by Lessor

13.2 Lessor may assign or transfer any or all of its interests under the terms of this Lease.

ARTICLE 14. MISCELLANEOUS

Notices and Addresses

14.1 All notices required under this Lease will be deemed delivered when deposited in certified or registered mail, addressed to the proper party, at the following addresses:

Lessor:
Felix Alaniz Jr.
PO Box 176
La Joya, Texas 78560

Lessee:
County of Hidalgo
Attn: County Judge
100 E. Cano, 2nd Floor
Edinburg, Texas 78540

Either party may change the address to which notices are to be sent it by giving the other party notice

of the new address in the manner provided in this section.

Parties Bound

14.2 This agreement shall be binding upon, and inure to the benefit of, the parties to the Lease and their respective heirs, executors, administrators, legal representatives, successors and assigns when permitted by this agreement.

Texas Law to Apply

14.3 This agreement shall be construed under, and in accordance with, the laws of the State of Texas, and all obligations of the parties created by this Lease are performable in Hidalgo County, Texas.

Legal Construction

14.4 In case any one or more of the provisions contained in this agreement shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of the agreement, and this agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been included in the agreement.

Prior Agreements Superseded

14.5 This agreement constitutes the sole and only agreement of the parties to the agreement and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this agreement.

Amendment

14.6 No amendment, modification, or alteration of the terms of this agreement shall be binding unless it is in writing, dated subsequent to the date of this agreement, and duly executed by the

parties to this agreement.

Rights and Remedies Cumulative

14.7 The rights and remedies provided by this lease agreement are cumulative, and the use of any one right or remedy by either party shall not preclude or waive that party's right to use any or all other remedies. The rights and remedies provided in this Lease are in addition to any other rights the parties may have by law, statute, ordinance or otherwise.

Attorneys' Fees and Costs

14.8 If, as a result of a breach of this agreement by either party, the other party employs an attorney or attorneys to enforce its rights under this Lease, then the breaching or defaulting party agrees to pay the other party the reasonable attorneys' fees and costs incurred to enforce the Lease.

Force Majeure

14.9 Neither Lessor nor Lessee shall be required to perform any term, conditions, or covenant in this Lease so long as such performance is delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor restrictions by any governmental authority, civil riot, floods, and any other cause not reasonably within the control of Lessor or Lessee and which by the exercise of due diligence Lessor or Lessee is unable, wholly or in part, to prevent or overcome.

Real Estate Commission and Finder's Fees

14.10 Neither Lessor nor Lessee has entered into any real estate commission or finder's fee agreements with any broker, agent or finder in respect of this transaction, and Lessor and Lessee each agree to indemnify and hold harmless the other from and against any and all claims, losses, damages, costs or expenses of any kind, or arrangement or understanding alleged to have been made by the indemnifying party or on its behalf with any broker, salesman or finder in connection with this Lease or

the transactions contemplated hereby.

Estoppel Information

14.11 Lessee shall, at the request of Lessor, provide any and all information with respect to this Lease to any person designated by Lessor.

Time of Essence

14.12 Time is of the essence of this agreement.

THE UNDERSIGNED Lessor and Lessee execute this Lease on the _____day of_____, 2008.

LESSOR:

By:_____

Printed Name: Felix Alanis

Title:

ATTEST:

_____
Arturo Guajardo, Jr., County Clerk

LESSEE:

HIDALGO COUNTY, TEXAS

By:_____
Rene Ramirez, County Judge

Approved on Commissioners' Court_____

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

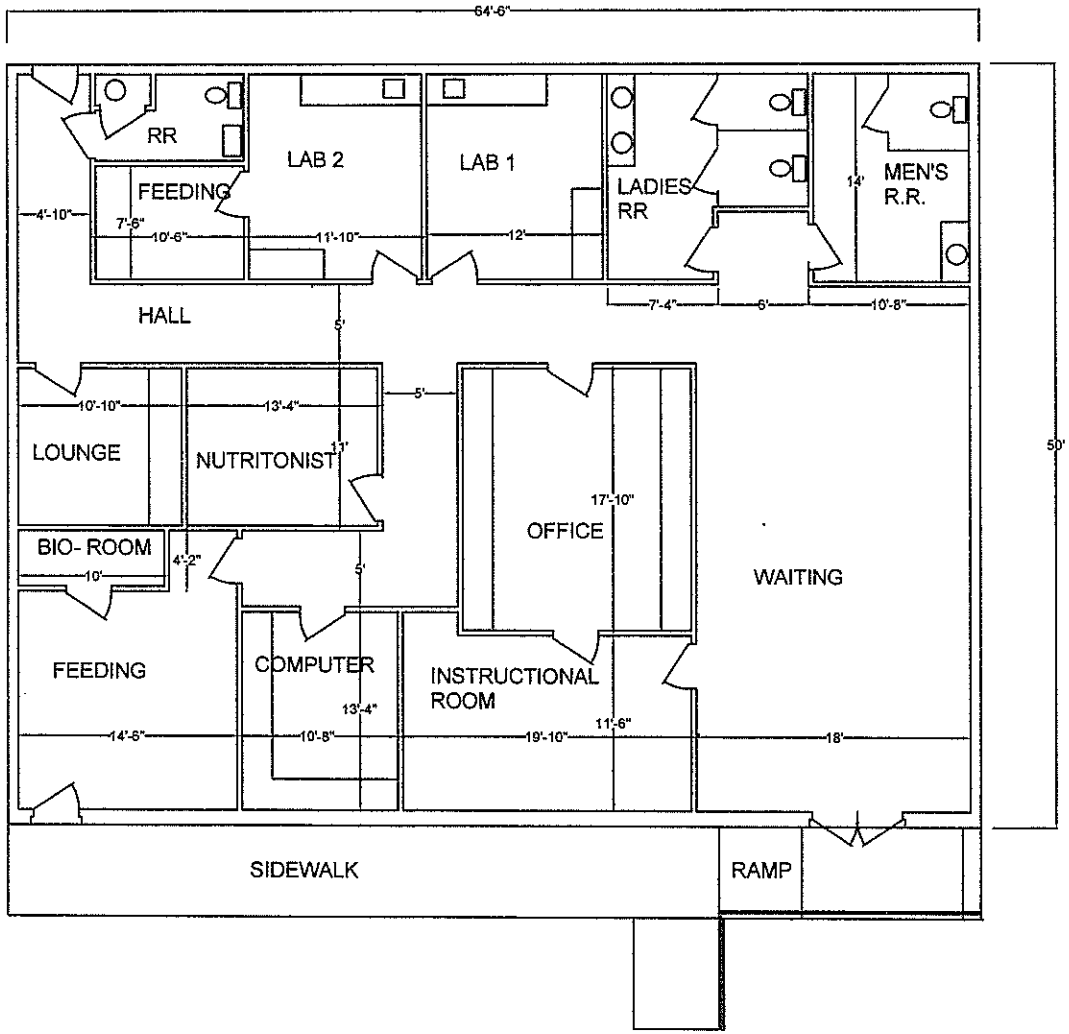
By:_____

EXHIBIT "A"

REAL PROPERTY DESCRIPTION

PROPERTY DESCRIPTION

All of lot thirteen (13) Block Four (4), LAKEVIEW SUBDIVISION, Hidalgo County, Texas, according to the map thereof recorded in Volume 10, Page 55,



FLOOR PLAN

RECEIVED
FEB 03 2010
By
3:28p

PURCHASING DEPARTMENT
County Of Hidalgo

January 11, 2010

(Company's name and address)

_____

_____

_____

_____

Re: **HIDALGO COUNTY WIC PROGRAM**
Request for Bids -**"LEASE OF OFFICE SPACE-CITY OF LA JOYA"**
Bid No: 2010-007-01-27-SGS

Dear Respondents:

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/sgs

Enclosures

PURCHASING DEPARTMENT
County Of Hidalgo

REQUEST FOR BIDS (RFB) CHECKLIST

HIDALGO COUNTY WIC PROGRAM
"LEASING OF OFFICE SPACE-CITY OF LA JOYA"
RFB NO: 2010-007-01-27-SGS

1. Request For Bid Letter, consisting of 1 page.
2. Request for Bid, Legal Notice, consisting of 7 pages.
3. Exhibit A Specifications, consisting of 5 pages.
4. Exhibit B Bid Page, consisting of 1 page.
5. Exhibit C Insurance Requirements, consisting of 4 pages.
6. Exhibit D Conflict of Interest Questionnaire (CIQ), consisting of 1 page.
7. Vendor/Bidder Application and W-9 form(s) consisting of 6 pages.
8. Draft Service Agreement consisting of 16 pages
9. Certification Regarding Debarment, consisting of 1 page.

The above mentioned items shall be found in this Request for Bids (RFB) packet that is attached herewith. Should you find that any of the listed items are not attached in its entirety, please contact Purchasing by calling (956) 318-2626 or e-mail, to advise us of the missing documentation, and Purchasing will forward information either through facsimile, e-mail or by U.S. Mail.

Thank you.

Martha L. Salazar

Martha L. Salazar, CPPB, Purchasing Agent

01/11/10
Date

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

Bid No: 2010-007-01-27	Buyer: Sandy Suarez	Tel. No: (956) 318-2626 x 4860

REQUEST FOR BIDS

HIDALGO COUNTY WIC PROGRAM
"LEASE OF OFFICE SPACE-CITY OF LA JOYA"

BID OPENING DATE:

JANUARY 27, 2010

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical location: 2802 S. Business Highway 281 - Administration Building
Postal/Mailing: 2812 S. Business Highway 281
Edinburg, Texas 78539

1. Sealed bids will be received for **"HIDALGO COUNTY WIC PROGRAM- LEASE OF OFFICE SPACE-CITY OF LA JOYA "**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-2010-007-01-27-SGS-HIDALGO COUNTY WIC PROGRAM- LEASE OF OFFICE SPACE-CITY OF LA JOYA"**and in County's Purchasing Department, physical address: 2802 S. Business Hwy 281, mailing address 2812 S. Business 281 New Administration Building,, Edinburg, Texas, **on or before 9:30 a.m.,WEDNESDAY, JANUARY 27, 2010.**

   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-2010-007-01-27-SGS- HIDALGO COUNTY WIC PROGRAM-LEASE OF OFFICE SPACE –CITY OF LA JOYA". 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. Any shipping costs are to be F.O.B., destination. (vendor pays all shipping cost and remains responsible until County takes procession)

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 WIC PROGRAM-LEASE OF OFFICE SPACE-CITY OF LA JOYA"** 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 WIC Program
Margarita Gonzalez, Administrative Technician II
3105 W. University Dr.
Edinburg, TX. 78539
(956) - 381-4646

17. **Schedule of Events**

Bid Opening, 9:30 AM	**January 27 , 2010**
Award of Contract	_____, 2010
Commence Work or Deliver Products	_____, 2010

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.

19. **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.

20. 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.

21. 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

22. 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.

23. 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.

24. 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.

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.

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 WIC PROGRAM
"LEASE OF OFFICE SPACE-CITY OF LA JOYA"
BID NO.: 2010-007-01-27-SGS

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
2802 S. Bus. 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 WIC PROGRAM
"Lease Of Office Space-City Of La Joya"
BID NO.: 2010-007-01-27-SGS
SPECIFICATIONS

SCOPE OF SERVICE:

Building should be in clean and in good working condition. Said office space shall have the designated rooms or areas for conducting WIC functions:

- Waiting and reception area, nutrition education room, counseling room, issuance of food cards via computers, lab, file room, lactation room, a lounge area and two (2) storage rooms.
- Said office shall be located in a major thoroughfare in the City of La Joya, Texas.

SPECIFICATIONS:

1) Building must be a minimum of 3,000 square feet to a maximum of 4,000 square feet, with tile floor. Floor maintenance will be at the Lessors expense, throughout the term of the contract/ lease.

2) Bidder shall charge by the square foot.

3) Bid premises must meet all American Disabilities Act accessibility requirements.

4) Bid premises shall have handicapped accessible restroom facilities for both men and women and have a separate restroom for employees.

5) Parking area should have a minimum of thirty (30) spaces. Ten (10) designated spaces for staff, with access leading to the building and with at least two (2) designated Handicap parking spaces, with ramp access available from such spaces to the building.

6) Bid premises must have water, sewer, garbage pickup, natural gas and electricity. Lessor shall be responsible for electrical maintenance.

7) The bid premises shall have a central cooling and heating system. Maintenance of the air/heating system will be the responsibility of the Lessor.

8) Building must be free of insects and rodents prior to the occupancy of the WIC Program. Pest control maintenance will be at the Lessor's expense throughout the term of the contract/lease.

9) Lessor must provide documented proof the building is asbestos free.

10) Building should have a minimum of three (3) fire extinguishers or amount required by the City Fire Code under federal, state local and building codes and regulations. Floor area exits of exit access doorways must comply with the City Fire Code under federal, state and local building codes and regulations.

11) If any renovations to an existing building are necessary in order to comply with the Specifications mentioned herein said renovations will be made by the bidder and be at the bidder's expense. The renovations shall be completed and constructed according to the floor plan, diagram, or scheme as acceptable to the WIC Program Director. All remodeling or renovations shall be completed within ninety (90) days after the date bid award. If completion date is not met, bid will be come void/null.

12) The award of the bid will be evidenced by a written lease agreement in a form acceptable to Hidalgo County. A copy of the required lease is included as a draft in this bid packet.

13) Hidalgo County reserves the right to reject all bids if it is in the best interest of the County.

REQUIREMENTS:

The awarded bidder shall adhere to the following insurance requirements:

1) Certificates of insurance shall be submitted to Hidalgo County Purchasing Department for approval prior to rental services being performed by Lessor hereunder.

2) Bidder must maintain liability insurance on the building plus insure building for fire, accident and natural disaster. Bidder shall maintain liability insurance on the premises as described and listed in Insurance Requirements. (Refer to EXHIBIT "C").

3) Property insurance policy shall provide that any proceeds for loss or damage to building or to improvements, shall be payable solely to Lessor, which sum shall be used by Lessor for repair and restoration purposes.

4) Each policy of insurance required hereunder, shall extend for a period equivalent to or longer than the term of this Lease, and any insurer, hereunder shall be required to give at least thirty (30) days written notice to the County prior to cancellation of any such coverage on the termination date, otherwise the Lease shall automatically become suspended upon the cancellation or other termination, of required policy of insurance hereunder.

5) An existing building must be ready for occupancy with all the specifications completed and in compliance with the American Disabilities' Act, (ADA) ninety (90) days from the date of the awarding bid or the award will become void/null.

TERM AND CONDITIONS:

1) The initial term of the contract/lease shall be for a period of three (3) years with the County's option to renew contract for one (1) additional 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) The bidder who will be awarded the contract will ensure that the facilities within the building are working properly (commodes, water faucets, central air and heating system, etc.) before and during the length of the contract/lease and will provide all upkeep and maintenance under the contract term.

4) Any and all repairs will be done on a timely manner as prioritized by Hidalgo County WIC Program.

5) Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

6) Any contract award to a successful bidder will be in effect until:
   - The Contract expires
   - Delivery and acceptance of products and/ performance of services ordered
   - Or termination by County with a (30) days written notice prior to cancellation/termination.

7) All cost 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.

8) 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 advantage to the County.

9) If a new building is to be constructed there should be a completion date of approximately one hundred and twenty (120) days from the date, bid was awarded. If completion date is not met, bid will become void/null.

10) **Bidder must provide** the legal description of the property along with your bid and include a proposed "FLOOR PLAN LAY OUT of your facility.

11) After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidder(s) and/or in complying with the contract agreement, Hidalgo County reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County shall charge the successful bidder the difference for any additional cost of such item.

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 routed to: Martha L. Salazar, CPPB, Purchasing Agent, 2812 South Business 281, Edinburg, Texas 78539.

TELEPHONE INQUIRES WILL NOT BE ACCEPTED.

ALL WRITTEN INQUIRES WILL BE ACCEPTED VIA FACSIMILE BY NO LATER THAN, Wednesday, January 20, 2010 by 5:00 P.M.

PLEASE PROVIDE THE LEGAL DESCRIPTION OF THE PROPERTY ALONG WITH YOUR BID.

EXHIBIT "B"
"LEASE OF OFFICE SPACE-CITY OF LA JOYA"
BID NO.: 2010-007-01-27-SGS

BID PAGE

Vendor must thoroughly fill in each section of this Bid Page (Exhibit "B"), if applicable. **INCOMPLETE** submittals shall be considered a probable cause for disqualification.

Monthly charge for "Lease of Office Space-City of La Joya" as requested, but not limited to, in the Specifications as listed in Exhibit "A", of this document and under the terms and conditions described for the term of the contract.

This contract will be for a three (3) year term with the County's option to extend for an additional one (1) year term at the same rates and conditions. 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.

Price per square foot: $_____

Total square feet of proposed building: _____

Monthly Fee: $_____

Proposed (Address) Location: _____ La Joya, Texas

BIDDER/COMPANY NAME:_____

ADDRESS:_____

CITY/STATE/ZIP CODE:_____

PHONE & FAX NUMBER:_____

CELLULAR:_____

AUTHORIZED SIGNATURE:_____

PRINTED NAME:_____

TITLE:_____

DATE:_____

E-MAIL ADDRESS:_____

(Must be submitted with Bid Packet)

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services
(other than Professional 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 THE 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 EXP (Any one person) $ PERSONAL & ADV INJURY $ GENERAL 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 OCCURRENCE $ AGGREGATE $ $ $ $
D	**WORKERS COMPENSATION AND EMPLOYER'S LIABILITY**				WC STATU- ☐ OTH-ER TORY LIMITS 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 Commissioner's 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 Commissioner's 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 05/29/2007

(Copy of receipt and this form must be submitted with bid)

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
☐ Less than 250,000 annual gross receipt
☐ Less than 499,000 annual gross receipt
☐ More than 500,000 annual gross receipt

☐ Black American
☐ Hispanic American
☐ Asian Pacific American

☐ Native American
☐ Women
☐ Other

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.:

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. November 2005)
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, if different from above

Check appropriate box: ☐ Individual/ Sole proprietor ☐ Corporation ☐ Partnership ☐ Other ▶ ..... ☐ Exempt from backup withholding

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 Line 1 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
___ ___ ___ – ___ ___ – ___ ___ ___ ___

or

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. person (including a U.S. resident alien).

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 ▶

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.

U.S. person. 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.

In 3 above, 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.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

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 recipient 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 28% of such payments (after December 31, 2002). This is called "backup withholding." Payments that may be subject to backup withholding include 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 4 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 regarding partnerships* on page 1.

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" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.

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" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business 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.

Exempt payees. Backup withholding is not required on any payments made to the following payees:

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 chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt recipients 1 through 7 [2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees; 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-owner LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., 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.socialsecurity.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 ID Numbers under Related Topics. You can get Forms W-7 and SS-4 from the IRS by visiting *www.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. Writing "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 items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see *Exempt From Backup Withholding* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

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)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or single-owner LLC	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Sole proprietorship or single-owner LLC	The owner [3]
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. 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

[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 second name line. You may use either your SSN or EIN (if you have one). If you are a sole proprietor, IRS encourages you to use your SSN.

[4] List first and circle the name of the legal 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 regarding partnerships* on page 1.

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.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax 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. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

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"

BID PAGE

EXHIBIT "B"
"LEASE OF OFFICE SPACE-CITY OF LA JOYA"
BID NO.: 2010-007-01-27-SGS
BID PAGE

Vendor must thoroughly fill in each section of this Bid Page (Exhibit "B"), if applicable. **INCOMPLETE** submittals shall be considered a probable cause for disqualification.

Monthly charge for "Lease of Office Space-City of La Joya" as requested, but not limited to, in the Specifications as listed in Exhibit "A", of this document and under the terms and conditions described for the term of the contract.

This contract will be for a three (3) year term with the County's option to extend for an additional one (1) year term at the same rates and conditions. 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.

Price per square foot: $ 95¢

Total square feet of proposed building: 3000

Monthly Fee: $ 2,850.

Proposed (Address) Location: 212 W. 2nd St. La Joya, Texas

BIDDER/COMPANY NAME: Felix Alaniz Jr.

ADDRESS: P.O. Box 176

CITY/STATE/ZIP CODE: La Joya, TX 78560

PHONE & FAX NUMBER: (956) 585-6571

CELLULAR:

AUTHORIZED SIGNATURE: ✓

PRINTED NAME: Felix Alaniz, Jr.

TITLE: Bidder

DATE: 01/14/2010

E-MAIL ADDRESS:

(Must be submitted with Bid Packet)

OPENED
9:35am
JAN 27 2010
Witnessed

EXHIBIT "C"

CERTIFICATE OF INSURANCE

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID NP FELIX-1

DATE (MM/DD/YYYY) 03/12/10

PRODUCER

Mission/Duncan Ins Agency
P O Box 753
Mission TX 78573-0753
Phone: 956-581-2183 Fax: 956-581-4226

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATIO ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOV

INSURED

Felix Alaniz Jr
P O Box 176
La Joya TX 78560

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Union Standard Insurance Co.	
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 THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	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 GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC	CPA9044835-28	10/09/09	10/09/10	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 500,000 $ 100,000 $ 5,000 $ 500,000 $ 1,000,000 $ 1,000,000
		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	$ $ $
		EXCESS/UMBRELLA LIABILITY [ ] OCCUR [ ] CLAIMS MADE [ ] DEDUCTIBLE [ ] RETENTION $				EACH OCCURRENCE AGGREGATE	$ $
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				[ ] WC STATU-TORY LIMITS [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $
A		OTHER Property Section	CPA9044835-28	10/09/09	10/09/10	Building	200,178.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

200 W 2nd Street, La Joya Texas

Deductible $1,000.

CERTIFICATE HOLDER

HIDALGO

County of Hidalgo
Purchasing Dept
2812 S Bus. Hwy 281
Edinburg TX 78539

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 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

Joe Moreland

© ACORD CORPORATION 1

FELIX-1 OP ID: NP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/02/12

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 Mission/Duncan Ins Agency P O Box 753 Mission, TX 78573-0753 Sylvia Wolf 956-581-2183 956-581-4226	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED Felix's Meat Market Felix Alaniz Jr DBA P O Box 176 La Joya, TX 78560	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Union Standard Insurance Co. 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			CPA9044835-31	10/09/12	10/09/13	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 500,000 $ 100,000 $ 5,000 $ 500,000 $ 1,000,000 $ 1,000,000
	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 ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (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)
200 W 2nd Street Ste A, B, & C La Joya, Texas 78560.

CERTIFICATE HOLDER

HIDLAGO

Hidalgo County WIC Program
3105 W University Dr
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
Joe Roseland

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AI-37825 **9. D.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Agapito Vargas Submitted By: Marcie Jackson, COLONIA ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Approval of Application for Payment No. 1 in the amount of $108,081.00, from Jimmy Closner & Sons Construction Co., Inc., contracted vendor for Casa De Los Vecinos Subdivision (Pct. 3) as submitted by Javier Hinojosa Engineering project engineer (C-CAP-12-197-10-16.)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 3 ACCT. #: 3-1312-431-00-123-141-0-731/733

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

BUDGETARY IMPACT:

Available funds as of 3/28/13 (P.O.#685258).

Attachments

Application for Payment No.1 Casa De Los Vecinos Subdivision

Form Review

Inbox	Reviewed By	Date
Yvette Islas	Yvette Islas	03/25/2013 04:00 PM
Purchasing Department	Marty Salazar	03/27/2013 11:43 AM
Budget & Management	Ivan Cantu	03/27/2013 01:26 PM
Olga Garza	Olga Garza	03/28/2013 09:34 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Marcie Jackson Started On: 03/20/2013 04:00 PM

Final Approval Date: 03/28/2013

APPLICATION FOR PAYMENT NO. 1

To: HIDALGO COUNTY (OWNER)
From: JIMMY CLOSNER & SONS CONSTRUCTION COMPANY, INC. (CONTRACTOR)
Contract: HIDALGO COUNTY PRECINCT NO. 3 COLONIA ACCESS PROGRAM ROUND III ROAD & DRAINAGE CONSTRUCTION FOR CASA DE LOS VECINOS SUBDIVISION
Project: HIDALGO COUNTY PRECINCT NO. 3 COLONIA ACCESS PROGRAM ROUND III ROAD & DRAINAGE CONSTRUCTION FOR CASA DE LOS VECINOS SUBDIVISION
Owner's Contract No. C-CAP-12-197-10-16 Engineer's Project No.
For Work accomplished through the date of: February 28, 2013

1. Original Contract Price:		$392,013.75
2. Net change by Change Order No. 1 and Written Agreements(+):		$0.00
3. Current Contract Price (1 plus 2):		$392,013.75
4. Total completed and stored to date:		$120,090.00
5. Retainage (per Agreement):		
10% of completed Work:	$12,009.00	
of stored material		
Total Retainage:		$12,009.00
6. Total completed and stored to date less retainage (4 minus 5)		$108,081.00
7. Less previous Application for Payments:		$0.00
8. AMOUNT DUE THIS APPLICATION (6 MINUS 7)		$108,081.00

Accompanying Documentation:

1. Application and Certification of Payment
2. Schedule of Values
3. Estimate Quantity Update Worksheet
4. List of Suppliers and Sub-contractors
5. Partial Waiver of Liens (Suppliers)
6. TxDot Form 252 Contract Time Statement
7. Payroll Report w/signed Wage Form

REQ# 226919 P.O.# 685258
3-1312-431-00-123-141-0-731→$54,000.00
<-5,400.00>=$48,600.00

REQ# 226919 P.O.# 685258
3-1312-431-00-123-141-0-733→$66,090.00
<- 6,609.00>=$59,481.00

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 1 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 2/28/13

JIMMY CLOSNER & SONS CONSTRUCTION CO., INC.
(CONTRACTOR)

By: Robert Closner
ROBERT CLOSNER, PRESIDENT
P.O BOX 170
MERCEDES, TEXAS 78570

State of TEXAS
County of HIDALGO
Subscribed and sworn to before me this 28TH day of FEBRUARY, 2013.

Notary Public
My Commission expires: 10-22-2015

MARK MARROQUIN
Notary Public
STATE OF TEXAS
My Comm. Exp. 10-22-2015

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Date 3/13/13

JAVIER HINOJOSA ENGINEERING
(ENGINEER)

By: Javier Hinojosa, P.E.

INVOICE RECEIVED BY: ON 3/18/13
GOODS/SERVICES RECEIVED BY: ON 3/18/13

Exhibit E-C

RECEIVED
MAR 18 2013
BY:

Jimmy Closner & Sons Const., Co., In	Contractor Name
	Starting Date
	Project Ending Date
10%	Retainage Percent

Application No.	1
Application Date:	3/11/2013
Period To:	1/28/13 to 2/28/13
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
3C-1080-141	Casa De Los Vecinos Subdivision	$ 392,013.75	$ -	$ 120,090.00	$ -	$ -	$ 120,090.00	$ 271,923.75	$ 12,009.00	$ 108,081.00	$ -	$ 108,081.00
		$ 392,013.75	$ -	$ 120,090.00	$ -	$ -	$ 120,090.00	$ 271,923.75	$ 12,009.00	$ 108,081.00	$ -	$ 108,081.00

Jimmy Closner & Sons Const. Co., Inc. — Contractor Name

Starting Date

Project Ending Date

CASA DE LOS VECINOS SUBDIVISION — Engineer's / County Project Description

Application No.: 1

Application Date: 3/11/2013

Period To: 1/28/13 to 2/28/13

Engineer's / County Project No.: C-CAP-12-197-10-16

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	$ 650.00	43.74	$ 28,431.00	$ -	0.00	$ -	0.00	0.00	$ -			$ -			$ -	$ -	44	$ 28,431.00
2	110	Excavation (Roadway)	CY	$ 2.25	8664	$ 19,494.00	$ -	0.00	$ -	8000	8000.00	$ 18,000.00			$ -			$ -	$ 18,000.00	664	$ 1,494.00
3	247	8" Flex Base (Comp in place) (TY E GR 4)	SY	$ 6.00	16764	$ 100,584.00	$ -	0.00	$ -	6000	6000.00	$ 36,000.00			$ -			$ -	$ 36,000.00	10764	$ 64,584.00
4	310	ASPH Matrl. (MC-30)	GAL	$ 4.25	3353	$ 14,250.25	$ -	0.00	$ -	0	0.00	$ -			$ -			$ -	$ -	3353	$ 14,250.25
5	340	ASPH Conc. (TY D) (1 1/2")	SY	$ 8.10	14230	$ 115,263.00	$ -	0.00	$ -	0	0.00	$ -			$ -			$ -	$ -	14230	$ 115,263.00
6	502	Barricades, Sign & Traffic Handling	MO	$ 1,200.00	4.0	$ 4,800.00	$ -	0.00	$ -	0.0	0.00	$ -			$ -			$ -	$ -	4	$ 4,800.00
7	530	Turnouts (ASPH-CONC-PAV) (PB-2)	SY	$ 15.50	30	$ 465.00	$ -	0.00	$ -	0	0.00	$ -			$ -			$ -	$ -	30	$ 465.00
			Total Roadway		**$ 283,287.25**			**$ -**			**$ 54,000.00**			**$ -**			**$ -**	**$ 54,000.00**		**$ 229,287.25**
		DRAINAGE																			
11	530	Driveway (ASPH-CONC-PAV) (PB-1)	SY	$ 15.50	1031	$ 15,980.50	$ -	0.00	$ -	0	0.00	$ -			$ -			$ -	$ -	1031	$ 15,980.50
12	530	Driveway (Concrete 3000 PSI)	SY	$ 40.00	368	$ 14,720.00	$ -	0.00	$ -	0	0.00	$ -			$ -			$ -	$ -	368	$ 14,720.00
13	529	18" Concrete Curb & Gutter	LF	$ 6.80	8920	$ 60,656.00	$ -	0.00	$ -	7,800	7800.00	$ 53,040.00			$ -			$ -	$ 53,040.00	1120	$ 7,616.00
14	529	72" Valley Gutter	LF	$ 24.00	180	$ 4,320.00	$ -	0.00	$ -	0	0.00	$ -			$ -			$ -	$ -	180	$ 4,320.00
15	464	Convert Grate Inlet To Curb Inlet	EA	$ 1,450.00	9	$ 13,050.00	$ -	0.00	$ -	9	9.00	$ 13,050.00			$ -			$ -	$ 13,050.00	0	$ -
			Total Drainage		**$ 108,726.50**			**$ -**			**$ 66,090.00**			**$ -**			**$ -**	**$ 66,090.00**		**$ 42,636.50**
		GRAND TOTAL			**$ 392,013.75**						**$ 120,090.00**								**$ 120,090.00**		**$ 271,923.75**

APPROVED BY:

Javier Hinojosa P.E.
Print Name

Signature

3/13/13
Date

Exhibit E-D

AI-37816 **9. E.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Gricelda Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to advertise a request for proposals and approval of procurement packet (i.e. legal notice, requirements, draft contract, etc.) as attached hereto for : Hidalgo County Actuarial Consulting Services for GASB 43 and/or 45 OPEB Valuation Analysis and Health Benefits Reserve Analysis", including the re-advertising to project in the event no proposals are received and/or rejection of responses received.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-18-160-001-0-540

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

BUDGETARY IMPACT:

Available funds as of 3/28/13 (PO #685687)

Attachments

Draft Packet 13-022

Legals Approval

Contract

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/22/2013 04:00 PM
Budget & Management	Obdett Calzada	03/25/2013 10:12 AM
Olga Garza	Olga Garza	03/28/2013 09:28 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Gricelda Villarreal Started On: 03/20/2013 02:38 PM

Final Approval Date: 03/28/2013

RFP NO: 2013-022-00-00-CGA	Buyer III: GRISELDA (CRIS) AYALA	Tel. No: (956) 318-2626-X-4867

REQUEST FOR PROPOSALS

Hidalgo County
"ACTUARIAL CONSULTING SERVICES FOR Part I-GASB 43 and/or GASB 45 OPEB Valuation Analysis; Part II-Health Benefits Reserve Analysis"

DRAFT

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Administration Building
Physical Address: 2802 S. Business Hwy. 281
Mailing/US Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539
(956) 318-2626

Form HCPD-04

1. **Sealed Proposals** will be received for **"Hidalgo County- Actuarial Consulting Services for PART I- GASB 43 and/or GASB 45 OPEB Valuation Analysis; PART II- Health Benefits Reserve Analysis",** in accordance with the requirements attached hereto as Exhibit "A." Proposals should address all requirements set forth. Proposals 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 requirements. Hidalgo County reserves the right to reject the deviation and its effect on the overall proposal.

2. **ONE (1) ORIGINAL AND SEVEN (7) COPIES** of all RFP's are required, with the vendor's name and 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, "**RFP No: 2013-022-00-00-CGA- Hidalgo County- Actuarial Consulting Services for PART I- GASB 43 and/or GASB 45 OPEB Valuation Analysis; PART II- Health Benefits Reserve Analysis"** and at County's Purchasing Department with a physical address: 2802 S. Business 281 and a mailing address: 2812 S. Business Hwy 281, New Administration Building, Edinburg, Texas on **or before 9:30 a.m. Wednesday, , 2013.**

   NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFP/Q 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 WITH THE FOLLOWING REFERENCE: RFP NO: 2013-022-00-00-CGA-HIDALGO COUNTY ACTURIAL CONSULTING SERVICES for PART I-GASB 43 and/or GASB 45 OPEB VALUATION ANALYSIS; PART II-HEALTH BENEFITS RESERVE ANALYSIS.

   WRITTEN QUESTIONS WILL BE ACCEPTED via facsimile to (956) 292-7612 or via email to: cris.villarreal@co.hidalgo.tx.us , by NO LATER THAN Wednesday, **, at 5:00 p.m.** Responses will be sent to all applicants by **Friday, at 5:00 p.m. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

   Hidalgo County reserves the right to refuse and reject any/all proposals and to waive any/all formalities or technicalities, or to accept the proposal considered the best and most advantageous to Hidalgo County.

3. Hidalgo County reserves the right to: **A)** separate and accept, or eliminate any items(s) listed under this proposal that it deems necessary to accommodate budgetary and/or operational requirements; **B)** reject any or all proposals/qualifications submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best proposal for approval. Receipt of any proposal shall under no circumstances obligate County to accept the lowest dollar proposal and; **C)** award of this contract shall be made to the responsible offeror whose proposal is determined to be the best evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other evaluation factors as herein set forth.

4. 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 proposer, or to reject all proposals and re-advertise.

5. For work to be performed and/or services to be provided or rendered at a County owned or operated location, each submitter shall, in its sole discretion, visit the job site before preparing the proposal and thoroughly familiarize himself/herself with existing conditions. Proposer should take field dimensions and note all circumstances which affect the proposal.

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, proposers are required to include illustrations, specifications, explanation of warranties, and service data with their proposal including catalogue numbers and any necessary references.

7. No proposal may be withdrawn within sixty (60) days from the scheduled time to accept proposals.

8. Proposed prices are to remain firm for a minimum of ninety (90) days after priced proposal opening.

9. Any interpretations, amendments, corrections or changes to this proposal document must be in a written addendum and signed by Hidalgo County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Proposals. Proposers shall acknowledge receipt of all addenda as a part of their proposal.

10. County reserves the right to accept or reject any or all RFP's.

11. Costs are to be net F.O.B. destination 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's 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 proposal 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 card to the Hidalgo County Auditor in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy of their Federal ID Number Certificate.

15. **DELIVERY INSTRUCTIONS: (IF APPLICABLE)**
    - 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, CPPB, Purchasing Agent, before delivery will be accepted.
    - If you need additional information call the office listed below:

Hidalgo County Purchasing Department
Martha L. Salazar, CPPB, Purchasing Agent
(956) 318-2626

16. **BILLING AND PAYMENT INSTRUCTIONS**:

- Invoices must include:
  a) Name and address of successful submitter
  b) Name and address of receiving department or official
  c) Purchase Order Number and Contract Number (if any)
  d) Notation - **"HIDALGO COUNTY ACTURIAL CONSULTING SERVICES for PART I-GASB 43 and/or GASB 45 OPEB VALUATION ANALYSIS and PART II-HEALTH BENEFITS RESERVE ANALYSIS.**
  e) 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:

Ray Eufracio, CPA, Hidalgo County Auditor
2802 S. Business Hwy 281
Edinburg,TX 78539
(956) 318-2511

17. **SCHEDULE OF EVENTS**

Proposal Acceptance Date:	**9:30 a.m. , 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 and services exceeding $100,000, all submitters 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 participants 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 45CFR76.

- ~~Together with the signing of a contract or issuance of a purchase order following the acceptance of a proposal, and prior to commencement of the actual work, the proposer 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 materialmen 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 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 Proposer 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 located at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE PROPOSER.**

21. If, during the life of any contract or proposal awarded, the successful proposer'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. Proposals, 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 Proposers: A prospective proposer must affirmatively demonstrate proposer's responsibility. A prospective proposer, by submitting a proposal, represents to County that it meets the following requirements:
    - Possess or is able to obtain adequate financial resources as required to perform under the proposal;
    - 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 proposer 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 proposer'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 proposer 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 proposer; County reserves the right to terminate any contract immediately in the event a successful proposer fails to:

A. Meet schedules;
B. Pay any required fees or taxes; or
C. Otherwise perform in accordance with the requirements.

27. Successful proposer 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 proposer, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from proposal award. Successful proposer indemnifies and will indemnify and save harmless County from liability, claim or demand on their part, agents, servants, customers, and/or employees whether such liability, claim or demand arise from event or casualty happening or within the occupied premises themselves or happening upon or in any of the halls, elevators, entrances, stairways or approaches of or to the facilities within which the occupied premises are located. Successful proposer 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 proposer'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 or services provided by successful proposer.

28. Successful proposer shall warrant that all items/services shall conform to 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 Proposal shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful proposer 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 proposer 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.

31. Proposers shall provide with the proposal response, a list of at least three (3) references where like services have been supplied by their firm. Include the name of the business or government, address, telephone number and name of representative or contact person.

32. Proposers must provide **all** documentation requested with this Proposal in their response. Failure to provide this information may result in rejection of the proposal as non-conforming.

DRAFT

Proposal for
HIDALGO COUNTY
"ACTUARIAL CONSULTING SERVICES FOR
PART I- GASB 43 AND/OR GASB 45 OPEB VALUATION ANALYSIS;
PART II- HEALTH BENEFITS RESERVE ANALYSIS"

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Address: 2802 S. Business Hwy. 281
Mailing/US Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Requirements, and subject to all laws and regulations of the United States and state and local laws, the undersigned submitter proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned submitter further agrees, upon acceptance of its proposal, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Requirements within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Proposer acknowledges receipt of all of the pages of the documents referenced in the Request for Proposal Checklist presented in connection with this procurement. Proposer understands that Hidalgo County reserves the right to reject any or all proposals and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best proposal.

Submitter agrees that this proposal shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for accepting proposal, as contained in the Requirements.

Respectfully submitted,

Bidder: _____

Address: _____

By: _____

Printed Name: _____

Title: _____

DRAFT

EXHIBIT "A"
SPECIFICATIONS/REQUIREMENTS
Hidalgo County
Actuarial Consulting Services
for
Part I- GASB 43 and/or GASB 45 OPEB Valuation Analysis;
Part II- Health Benefits Reserve Analysis
RFP: 2013-022-00-00-CGA

OVERVIEW:
Hidalgo County is requesting sealed proposals from interested and qualified firms for **Actuarial Consulting Services-Part I: GASB 43 and/or GASB 45 OPEB Valuation Analysis** for Hidalgo County's Post-Employment Benefits Package (OPEB) for ***Health Benefits*** for "Retired Employees" And **Part II: Health Benefits Reserve Analysis** for and Funding Projection Study as specified herein. Sealed Proposals will be accepted until **9:30 A.M., Wednesday , 2013. ANY PROPOSALS RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

Deliver Submittal to:
RFP No: 2013-022-00-00-CGA

US Postal Mail Address:
Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Administration Building
2812 S. Business Hwy 281
Edinburg, Texas 78539

Physical Address:
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 Acceptance Date.

The following outlines the Request for Proposal:

SECTION I
GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION:
Hidalgo County is requesting that sealed proposals must be routed to Martha L. Salazar, CPPB, Purchasing Agent, at:

US Postal Mail address:
Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Administration Building
2812 S. Business Hwy. 281
Edinburg, Texas 78539

Physical Address:
Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Administration Building
2802 S. Business Hwy. 281
Edinburg, Texas 78539

ALL WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE (956)318-2629 OR VIA E-MAIL TO: cris.villarreal@co.hidalgo.tx.us by NO LATER THAN, Wednesday, , 2013 by 5:00 P.M. Responses will be sent to all applicants via e-mail by no later than, Friday, , 2013 by 5:00 P.M. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED**.

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 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 complete CIQ forms to the Hidalgo County Clerk's Office located at 100 North Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE PARTICIPANT.**

PROPOSER'S AFFIDAVIT:
Prior Contract award, respondents to this RFP must submit a signed Proposer's Affidavit (attached herein in **Exhibit "E")** certifying that the submission is: (1) not the result of Collusion as described in the Proposer's Affidavit; (2) that the Respondent does not have a Conflict of Interest as described in 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-COLLUSION:
Submitters, by submitting the signed Participant's Affidavit, certify that the accompanying submission is not the result of , or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Texas or United States law.

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.

ELECTRONIC TRANSMISSION OF BIDS:
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 bidding procedures must be received in the Purchasing Department not less than seventy-two (72) hours prior to the time set for the opening. These

criteria also apply to requirements that are ambiguous.

PROPOSAL DELIVERY:
Hidalgo County requires submitters, when hand delivering RFP to make sure that it is stamped with time and date by the County Purchasing Staff.

SIGNING OF PROPOSAL:
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.

TERM OF CONTRACT:
The contract will be for a period of two (2) years with the county's option to renew for an additional one (1) year, at the same rates, terms and conditions. Hidalgo County reserves the right to continue this proposal for an additional sixty (60) day Grace Period at the end of the contract under the same rates, terms and conditions.

All costs and expenses associated with the preparation and submission for (bid, proposal and/or quotes) shall be the responsibility of the participant and no reimbursement for such charges or expenses shall be passed on onto Hidalgo County.

DAVIS BACON ACT:
All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications. **(If applicable)**

PARCTICIPANTS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:
The fee will be negotiated after the ranking by Commissioners' Court of the most qualified firm. Hidalgo County is hereby requesting the proposal fees on a multi-year per section basis (including renewal option at the County's sole discretion.

SECTION II
RFP's 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.

RFP SUBMISSION:
A total of one (1) original and seven (7) copies of response shall be submitted to: Martha L. Salazar, Purchasing Agent, Hidalgo County Purchasing Department, 2812 So. Business Hwy 281 New Administration Building, Edinburg, Texas 78539 by **no later than 9:30 a.m. on Wednesday, , 2013.**

CONTENTS:

The required contents for the RFP are presented below in the order they should be incorporated into the submitted document.

UNDERSTANDING OF THE PROJECT:
This section should demonstrate the submitter's understanding of the project needs, the work required, and any local issues or concerns. This description should be concise, candid, and limited to 3 pages in length.

FIRM QUALIFICATIONS:
The County of Hidalgo is seeking to contract with a competent firm(s), registered and licensed if applicable for the services being requested in the RFP and/or do business in the State of Texas, that has experience in, but not limited to, as stated and reflected in the ***"Scope of Services and Requirements"*.**

PERSONNEL AND STAFFING:
The firm should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. 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.

Additionally, this section should include a description of the firm's project personnel and their most recent similar projects. For each project, a client contract name and phone number should be included for reference purposes. Additionally, the names of the personnel proposed for this project who participated in the listed projects should be provided. This project list is limited to 5 pages.

REQUIRED CERTIFICATIONS AND SUBMITTAL:
This section will contain any licenses and certifications as required by HIDALGO COUNTY, the STATE OF TEXAS, etc. **The Proposer(s) should add copies of their Professional Liability Insurance in the response.**

PROJECT OVERVIEW:
The County of Hidalgo is seeking this request for proposal from interested and qualified firms to assist in implementing Consulting Services for **Part I: GASB 43 and/or GASB 45 OPEB Valuation Analysis** for Hidalgo County's Other Post-Employment Benefits Package (OPEB) for ***Health Benefits*** for "Retired Employees". There are approximately ___retired employees; only about __retired employees, of which are utilizing the County's health benefits with a blended premium rate payment plan and **Part II: To include services for the Health Benefits Reserve Analysis** for Funding Projection Study.

The County of Hidalgo is seeking this request for proposal from interested and qualified firms to assist in implementing Consulting Services for **Part I: GASB 43 and/or GASB 45 OPEB Valuation Analysis** and **Part II: Health Benefits Reserve Analysis,** any information required for the actuarial services will be provided on **"An As Needed Basis"**. The qualified firm(s) is one that can deliver the services requested in an efficient and effective manner while ensuring the highest standards of performance, integrity, customer service and fiscal accountability. The County of Hidalgo wishes to contract with a firm(s) that understands the importance of the tasks, the impact, and the necessary deadline for such implementation as required by the "Government Accounting Standards Board". The successful firm(s) will demonstrate the ability to consistently provide these services to the County of Hidalgo and will be evaluated, in part, by the degree to which the firm(s) shows how it will achieve these benefits.

SCOPE OF SERVICES:
Hidalgo County is requesting proposals from experienced firm(s) to provide ongoing Consulting Services for th**e** Actuarial Studies/Services regarding for **Part I: GASB 43 and/or GASB 45 OPEB Valuation Analysis** and **Part II: Health Benefits Reserve Analysis. (Refer to Exhibit "A"- ADDITIONAL**

PART III
SELECTION AND SCHEDULES

SELECTION PROCEDURES/EVALUATION SYSTEM:
The evaluation consists of a 100-point scoring system. However, after the 100-point evaluation, Hidalgo County Commissioner's Court may elect to narrow the participating firms and request a presentation from a representative from firms.

An Evaluation Committee selected by County Commissioner's Court, Elected Official or User Department will review, score and evaluate the Request for Proposals (RFP's) received. After the RFP's have been reviewed, scored and evaluated, a grid will be presented to Commissioner's Court for the purposes of ranking for recommendation. Thereafter the Hidalgo County Commissioner's Court will rank and/or award the proposal.

Categories are further detailed in the Selection Criteria (Exhibit B) section of this RFP.

RATING AND EVALUATION PROPOSALS
Proposals will be evaluated and rated for merit, innovation and completeness, in response to each of the elements outlined in the Scope of Services including but not be limited to, the items listed below:

1.	Firm's Qualifications and Staffing of Project Team	10 Points
2.	Understanding Of Project/Similar Projects	40 Points
3.	Experience Of Project Team/Ability To Commit Resources	40 Points
4.	Cost Fees	10 points
	Total	100 points

NEGOTIATION PROCESS:
The number one ranked firm will be contacted to submit a letter of engagement/contract for negotiations. If negotiations prove unsuccessful, Commissioner's Court will terminate negotiations with the firm and will contact the next highest ranked firm to open negotiations. The County of Hidalgo reserves the right to reject any and all RFPs.

TERMINATION OF SERVICES:
Any contract awarded to a qualified firm will be in effect until (a) the contract expires or (b) performance of all services are completed, or (c) terminated by County with or without cause, with ninety (90) days written notice prior to cancellation.

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EXHIBIT "A-1"

ADDITIONAL SPECIFICATIONS/REQUIREMENTS
Hidalgo County
Actuarial Consulting Services for
Part I: GASB 43 and/or GASB 45 OPEB Valuation Analysis;
Part II: Health Benefits Reserve Analysis
RFP No.: 2013-022-00-00-CGA

PART I: GASB 43 AND/OR GASB 45 OPEB VALUATION ANALYSIS

SCOPE OF SERVICES:

- Desired study completion date of :_____
- Valuation Analysis will be for year ending: _____
- Prepare an actuarial evaluation following GASB 43 and GASB 45 standards.
- The following must be included in the study as follows:
  - The actuarial present value of total projected benefits.
  - Actuarial accrued liability.
  - Actuarial value of assets.
  - The unfunded actuarial accrued liability.
  - Normal Cost
  - Annual required contribution of the employer-as a level dollar amount and as a level percentage of covered payroll.
  - Net OPEB obligation (for employer disclosure under GASB statement 45 if necessary).
  - Prepare the necessary material for the Comprehensive Annual Financial Report to comply with GASB OPEB reporting and disclosure requirements.
  - Prepare the annual gain/loss analysis to determine reasons for changes in the unfunded actuarial accrued liability, whenever a prior actuarial valuation is available to support this.
  - Determine the implicit rate subsidy, if any, and the impact it would have on the OPEB liability.
  - Prepare an analysis to determine how establishing a trust or equivalent arrangement would affect the interest rate assumption. Timing considerations of establishing the

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trust should also be considered.

- Prepare a cash flow analysis (the "pay-as-you-go-cost"). **(optional)**
- Prepare sensitivity analysis showing the impact of alternative assumptions on the employer's contributions (healthcare trend rates and investment rate assumptions) - **(optional**)
- If there is not a trust established, determine the difference in liability based upon the investment returns under a diversified portfolio versus a short-term fixed income portfolio. **(optional)**
- As appropriate, provide recommendations on managing the OPEB liability. This may include changes in plan design**. (optional)**
- As appropriate, review and update plan documents and design. Make recommendations as to formalizing informal plans. **(optional)**
- Analyze the ***data*** to ***assess*** any inconsistencies and make recommendations for enhancing ***data*** quality.
- Firm will be required to make a formal presentation of the "Actuarial Study" to Hidalgo County Commissioners Court

COUNTY PROVIDED DATA:

- Summary of plan provisions
- Active employee/retiree information
- Retiree contribution schedule
- Employer contribution schedule
- Claims information
- Groups not covered by Medicare – if any
- Additional information as available or requested

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PART II: HEALTH BENEFITS RESERVE ANALYSIS

Scope Of Services:

- Desired study completion date of: _____.
- Estimate the reserve analysis as of _____.
- Review Hidalgo County's (County) self funded medical plan to determine reserve balances.
    - Based on claims analysis, determine the Hidalgo Count's (County) estimated range of reserve liability for the medical benefit plan.
    - Estimate the unpaid claim liability of Hidalgo County's (County) self funded medical plan for health claims that have been incurred but not paid as of December 31, 2013.
    - Prepare a written actuarial analysis of claim liability for the entire plan broken out by employee group and plan.
    - Prepare a forecast of the number of expected claims, estimate the value of expected payments, develop overall trend and insurance inflation factors, estimate the lag in reporting incurred claims and estimate the lag in payment of claims.
    - Provide spreadsheet of incurred claim liability.
    - Summarize the results of our claim reserve analysis showing monthly paid and incurred claims.
    - Summarize paid claims, estimated incurred claims, and recast reserves by month, including the resulting reserve liability as of December 31, 2013.
    - Provide analysis detailing the claims lag.
    - Provide analysis detailing the average liability per employee

COUNTY PROVIDED DATA:

- Claims lag reports
- Count of eligible employees, employees by tier (single, employee and spouse, etc.).
- List of stop recoveries
- Additional information as available or requested

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INFORMATION ABOUT THE FIRM(s):

1. The firm should provide its name, address of the office which would provide the services requested, telephone number, fax, e-mail address and website, if applicable.

2. The firm should provide a general description of its business, including size, number of employees, number of credentialed actuaries, primary business, other business or services offered and review any past or contemplated changes in the ownership structure of the firm.

3. The supervising actuary who will be assigned to the engagement should be identified and their contact information provided.

4. Other actuaries and other personnel who will have key roles in the work should also be identified.

5. The firm should list the number and percent of consulting staff that have left each of the past five years.

6. Brief resumes should be furnished for the key professional staff who will be assigned to this engagement. Summary information should be provided covering the professional qualifications and experience of the supervising and support actuaries and other personnel who would perform the requested work.

7. The *firm* should provide a description of its experience in providing actuarial and consulting services for governmental entities/plans and a list of governmental entities/plans for which it has performed services similar to those identified under "Scope of Services". Describe the *firm's* experience with retiree healthcare and other post-employment benefit plans for other public entities. Recognizing the value of the firm experience with FASB OPEB valuations, *firm* should also describe their private sector OPEB valuation experience.

8. For the *firm* office that will be responsible for the work, the *firm* should provide a list of the most significant engagements performed in the laws five years that are similar to the engagement described in this request for proposal/qualifications. The list of engagements can be both in the private or public sector but must be clearly labeled as such.

9. For the engagements listed above, indicate the scope of the work, date, supervising actuaries, and the name and telephone number of the principal client contact who would serve as a reference for the ***firm*.**

10. The *firm* should list any clients that have been lost in the last five years.

11. The *firm* should provide an affirmative statement that is independent of the governmental entity/plan and that it is unaware of any potential conflicts of interest if it were selected to perform the requested work.

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12. The *firm* should describe any limits on liability that the firm requests from its clients due to negligence of its firm.

13. The *firm* should warrant that the *firm* maintains errors and omissions insurance that provides a prudent amount of coverage for negligent acts or omissions and that its coverage is applicable to the work requested in this proposal.

14. The *firm* should include an example of a job arrangement letter or contract that the *firm* would require covering this engagement if it were successful in winning the engagement.

15. The response to the "Request for Proposal" should be signed by a representative of the *firm* with the acknowledgement that this individual is authorized to contractually bind the firm.

16. The *firm* should indicate if there are any pending legal actions against it.

PROCESS:

- Approach-State the overall approach of the valuation, including objectives, scope of work to be performed and the methodologies to be used.

- Describe how the firm will work with "Hidalgo County" to determine the proper actuarial cost method, actuarial asset valuation method, amortization method and key assumptions to the valuation based on relevant accounting and actuarial standards. Some key assumptions (not all of them applicable) to consider as part of this discussion are:

    - Turnover
    - Retirement Age
    - Disability retirement age
    - Mortality
    - Projected salary increase
    - Inflation rate
    - Healthcare cost trend data for appropriate region
    - Amortization timeframe
    - Investment return
    - Post retirement benefit changes
    - Actuarial assumptions associated with the method (projected unit credit, entry age normal, etc.)

- Provide an analysis of allowed actuarial methods and amortization methods with the pros and cons of each method and recommend the most appropriate or commonly used one or two methods for this type of study.

- Describe how the firm would assist in the interpretation of the plan and value the associated costs in situations where there is ambiguity related to the substantive plan.

- Timeline-The firm will identify the major tasks in the valuation engagement and the suggested timeline for completion.

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- Date Requirements – The actuarial firm should list all data requirements, other than what has been identified in the RFP, that they require to complete the valuation and in what type of format that data must be provided.

- Support – Provide the support that is required of Hidalgo County' staff.

- Sample Report – Include in the Appendix of the firm's response a copy of a sample report.

COST AND TERMS OF AGREEMENT:

- Cost Proposal – The firm will provide the cost of the engagement detailing out the cost of the valuation and any optional consulting services included in the scope of services. The proposal should include estimated hours, hourly rates and expenses, as well as a total, not-to-exceed cost that should be clear and concise.

- Costs for the any of the services indicated as **"optional"** in the Scope of Services section of this document should be requested as separate from the cost of the valuation as these services can be expensive.

- Terms of Agreement - The contract will be for a period of two (2) years with the county's option to renew for an additional one (1) year, at the same rates, terms and conditions. Hidalgo County reserves the right to continue this proposal for an additional sixty (60) day Grace Period at the end of the contract under the same rates, terms and conditions.

PROPOSAL QUESTIONS

The purpose of this RFP is to demonstrate the qualifications, competence and capability of the proposer(s). The substance of the proposer(s) will carry more weigh than form or manner of presentation. Preparation of your response should be simple and economical, providing a straightforward, concise description of your ability to provide the services requested. The response should include the following, preferably in the order listed:

- What is the basis of compensation for your services (flat fee, time plus expense, etc.)?

- What is your estimate for the total cost of the actuarial study? If your basis for compensation is "time plus expenses", please detail all anticipated expenses (clerical, travel, etc.). The cost for any optional work should be identified separately and presented for approval before any optional work is to proceed.

- To what degree or percent of accuracy will you guarantee your total cost estimate?

- Will you be able to meet the timeline? If not, provide your estimated date for report completion. Are any additional fees being charged in order to meet this timeline?

- A brief history and description of the firm, including a statement of the firm's qualifications to perform the requested services.

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- List at least five Texas public entities, preferably County Entities, that you have performed a GASB 43 and GASB 45 actuarial studies for in the last five year. Include the name of the entity, a contact person and phone number, as well as a description of the work performed.

- Identify the key personnel within your firm who will be responsible for the completion of this assignment. Include the professional qualifications and experience of these key individuals; specifically their experience with Texas Governmental Entities and GASB 43 and 45 liability calculations.

- List any exceptions you have with the proposed RFP/Q and Scope of Work as well as a description of any proposed work that differs from that described.

- List all data and information that will be required to be assembled by Hidalgo County in order to complete the actuarial study.

- Define the most important qualification your firm can bring to Hidalgo County.

The undersigned hereby certified that he/she understands the specifications/requirements and has read the document in it's entirely, affirms the list of qualifications is true and correct, and is duly authorized to execute this response. The following information must be filled out in it's entirely for your proposal to be considered.

Company's Name:_____

Address: _____

City: _____State:_____Zip Code: _____

Phone No.: _____Fax No.:_____

Signature of Authorized Representative: _____

Printed Name:_____Title: _____

Email Address: _____Date: _____

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EXHIBIT "B"

Evaluation and Selection Criteria

Hidalgo County
Actuarial Consulting Services
for
Part I- GASB 43 and/or GASB 45 OPEB Valuation Analysis;
Part II- Health Benefits Reserve Analysis
RFP: 2013-022-00-00-CGA

The County will conduct a comprehensive, fair and impartial evaluation of all Proposals received in response to this RFP. Each proposal will be analyzed to determine overall responsiveness and qualifications under the RFP. The evaluation criteria will include, but not be limited to the following:

1. FIRM'S QUALIFICATIONS AND STAFFING OF PROJECT TEAM (10)

The professional team members shall have experience in performing similar contract for counties, cities, or other clients as stated in the Request for Proposal (RFP). The firm should provide the resume of each of the firm professionals. Any specializations or board certifications should also be detailed in each resume. Copy (ies) of current valid licenses, certifications should be included in this section.

2. UNDERSTANDING OF PROJECT/SIMILAR PROJECTS (40)

The firm's technical understanding of the project and its purpose as evidenced by the quality of the proposal submitted. The firm has no conflict of interest with regard to any other work performed by the firm for the County of Hidalgo. The firm adheres to the instructions in this request for proposals on preparing and submitting the proposal. The firm has easily identified how they meet each of the evaluation criteria.

3. EXPERIENCE OF PROJECT TEAM/ABILITY TO COMMIT RESOURCES (40)

The professional team members shall have experience in performing similar contracts for counties, cities, or other clients as stated in the Request for Proposal (RFP).

4. COST (10)

In considering the proposals, the Hidalgo County reserves the right to select the acceptable applicant who offers contractual terms and conditions that are most advantageous, including but not limited to.

The provider shall designate experienced staff to completely and efficiently perform the work. The designated individuals may not be replaced during the project unless approved by the "County". The proposal shall identify the project team composition, project leadership, reporting responsibilities and address how sub-providers, if any, will fit into the management structure. Resumes of the key technical staff members, limited to two (2) pages person, must be included in an appendix, as well as narrative descriptions of projects proposed as similar work experience. Also in this section, outline the firm's contingency plans for servicing the project in the event that one or more key personnel are not available for any reason during the period of performance.

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EVALUATION FORM

Hidalgo County
Actuarial Consulting Services
For
Part I- GASB 43 and/or GASB 45 OPEB Valuation Analysis
Part II- Health Benefits Reserve Analysis
RFP: 2010-022-00-00-CGA

Selection Criteria	Points	Score
1. *FIRM QUALIFICATIONS AND STAFFING OF PROJECT TEAM* **(10)**		
➢ The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.	10	
COMMENTS/RATIONALE FOR POINTS:	**TOTAL:**	_____
2. *UNDERSTANDING OF PROJECT/SIMILAR PROJECTS* **(40)**		
➢ The firms technical understanding of the project and its purpose as evidenced by the quality of the proposal submitted.	10	
➢ The firm has no conflict of interest with regard to any other work performed by the firm for the County of Hidalgo.	10	
➢ The firm adheres to the instructions in this request for proposals on preparing and submitting the proposal.	10	
➢ The firm has easily identified how they meet each of the evaluation criteria.	10	
COMMENTS/RATIONALE FOR POINTS:	**TOTAL:**	_____
3. *EXPERIENCE OF PROJECT TEAM/ABILITY TO COMMIT RESOURCES* **(40)**		
➢ The firm's past experience and performance on comparable government engagements.	10	
➢ The firm has a record of quality work.	10	
➢ The firm has identified information to be gathered and or obtained from the County of Hidalgo	10	
➢ The audit firm is independent and licensed to practice in the State of Texas.	10	
Comments/Rationale for points:	**TOTAL:**	_____
4. *COST FEES* **(10)**		
➢ The firms cost of the proposed service.	10	
Comments/Rationale for points:	**TOTAL:**	_____
	TOTAL SCORE:	

Provider: _____

Evaluator: _____ Department/Pct. _____ Date: _____

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Zimbra **cris.ayala@co.hidalgo.tx.us**

Fwd: Draft Contract for Actuarial Services GASB 43

From : Martha Salazar <martha.salazar@co.hidalgo.tx.us> Mon, Mar 25, 2013 01:36 PM
Subject : Fwd: Draft Contract for Actuarial Services GASB 43
To : Cris Ayala <cris.ayala@co.hidalgo.tx.us>

Good!

From: "Steve Crain" <scrain@atlashall.com>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Sent: Monday, March 25, 2013 1:29:52 PM
Subject: RE: Draft Contract for Actuarial Services GASB 43

The draft contract is fine.

From: Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Monday, March 25, 2013 12:13 PM
To: Steve Crain
Cc: Cris Ayala
Subject: Fwd: Draft Contract for Actuarial Services GASB 43

Mr. Crain:
Please review and comment as to form.
Marty

From: "Cris Ayala" <cris.ayala@co.hidalgo.tx.us>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Sent: Monday, March 25, 2013 11:48:16 AM
Subject: Draft Contract for Actuarial Services GASB 43

Ms. Marty,

Can you please forward for legal's review. I have attached requirements and draft contract.

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.ayala@co.hidalgo.tx.us

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-13-022-00-00

THIS CONTRACT is made and entered into this____day of _____**, 2013** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and_____ a Texas Corporation. ("Company").

WHEREAS, Company responded to advertised notices for bids for **"Actuarial Consulting Services for Part I-GASB 43 and/or GASB 45 OPEB Valuation Analysis and Part II-Health Benefits Reserve Analysis"** (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 Proposal") respectively, and incorporated herein for all purposes (the "RFP 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 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

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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 **Commissioner's Court** 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 beginning _____and ending on _____and may be extended at the sole discretion of County for an additional one (1) year period under the same rates terms and conditions and my further extend 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 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

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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

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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
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. 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.

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

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obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon sixty (60) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. § 271.903 (Vernon Supp. 1996).

18. Entire Agreement. This Agreement contains the entire agreement between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this agreement not specifically set forth herein.

WITNESS our hands in duplicate originals this_____ day of _____, 2013.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____
Arturo Guajardo Jr., County Clerk

COMPANY:
By:_____
Printed Name:_____
Title:_____

APPROVED AS TO FORM:

By:_____

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EXHIBIT "A"

SPECIFICATIONS

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EXHIBIT "B"

PROPOSAL PAGE

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EXHIBIT "C"

CERTIFICATE OF INSURANCE

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AI-37790 **9. F.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: R. Ramirez, HC-CIO, IT Dept. Submitted By: Matilde Faz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

(I. T.) Information Technology:

Acceptance and approval for Hidalgo County to purchase the continuation of the maintenance services with ending date of March 28, 2014 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 Information Technology Department-Toshiba Color Copier-eStudio281C through Requisition #231963 in the total amount of $768.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-415-00-200-001-0-432

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

BUDGETARY IMPACT:

Funds available as of 3-28-13.

Attachments

Requisition

Toshiba Business Solutions Document

Toshiba Business Solutions PO Acceptance

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/27/2013 04:15 PM
Budget & Management	Ivan Cantu	03/28/2013 07:03 AM
Ivan Cantu	Ivan Cantu	03/28/2013 10:04 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM
Form Started By: Matilde Faz		Started On: 03/20/2013 08:52 AM

Final Approval Date: 03/28/2013

Requisition

Req # 00231963

PO #

Date: 02/21/13

Consent
37790
4/2/13

Bill To: x
x

Vendor : 27057
OFFICE COMMUNICATIONS SYSTEMS, INC.
10231 KOTZEBUE
SAN ANTONIO TX 78217

Ship To: INFORMATION TECHNOLOGY DEPARTMENT
100 E. CANO, 4TH FLOOR
EDINBURG TX 78540

Contact: EDNA KIRBY
956-292-7010

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
1.00	YEAR	OM MAINTENANCE CONTRACT (PD. OF SVC: 29MAR13-28MAR14) COVERING PARTS, LABOR AND TONER; UNIT ID 33585 MAIN UNIT MODEL eSTUDIO281C ID #33585 SERIAL #CDA617958 BLACK IMAGES INCLUDES 60,000 COLOR IMAGES INCLUDES 0	768.00	768.00
4.00	QTR	OM ANTICIPATED EXPENSE FOR OVERAGE OF COPIES REPRODUCTION (OVERAGE FEES: BLACK IMAGES: $0.01130 ANNUALLY; COLOR PRINTS: $0.11000 QUARTERLY)	150.00	600.00
		Account No	Encumbrance	
		3-1100-415-00-200-001-0-432	1,368.00	
			Freight	.00
			Total	1,368.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

231963

TOSHIBA
BUSINESS SOLUTIONS

AIMS MAINTENANCE CONTRACT

MS-1.0.0

CONTRACT NUMBER	EFFECTIVE DATE
340497-003	3/29/2013

Sales Representative: Mike S.

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 of	Bill to Number:	514041/15
Billing Address:	Computer Department / 4th Floor	Phone #: (956)292-7010 Ext.	Fax #: (956)318-2152
Address 2:	100 E. Cano	Contact: Ruben Flores	Customer PO #:
City: Edinburg	State: TX Zip: 78539	eMail:	ruben.flores@co.hidalgo.tx.us

DEVICE DETAILS

LOCATION INFORMATION

Ship to Name:	Same as billing information	Ship to Number:	
Shipping Address:		Phone #:	Ext.
City:	State: Zip:	Fax #:	
Contact:	email:	Delivery Date:	Ship:

EQUIPMENT

	PRODUCT NUMBER	ID #	SERIAL NUMBER
Toshiba Color Copier	eStudio281C	33585	CDA617958

TYPE	START METER	INCLUDES	UNITS	MINIMUM PAYMENT	PAYMENT FREQUENCY	EXCESS CHARGE	EXCESS BILLING FREQUENCY
Black Images	Pending	60,000	Clicks	$ 768.00	Annually	$0.01130	Annually
Color Prints	Pending	0	Clicks	included		$0.11000	Quarterly

Contract period: 03/29/2013 thru 03/28/2014

INVOICE INFORMATION

(•) Invoice Customer Address Location ( ) Invoice Equipment Location

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 Click 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:	Mike Sund
Signature:		Signature:	
Title:	Date:	Title:	Effective Date:

TERMS AND CONDITIONS (CONTINUED)

Customer Initials _____

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 one (1) year 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 to the Renewal Date. For each piece of equipment under this Contract there will be a Start Date & Start Meter which is shown on the face of this Contract. 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 Clicks each billing period. If Customer uses more than the Minimum Number of Clicks in any billing period, Customer will pay an additional amount equal to the number of metered clicks exceeding the agreed Minimum Number of Clicks times the Excess Click 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 clicks result in less than the Minimum Number of Clicks in any billing period.

Customer will provide meter readings via an automated website when requested by TBS. TBS may estimate the number of clicks used if requested Meter Readings are not received before a new billing period begins. TBS will adjust the estimated charge for Excess Clicks upon receipt of actual Meter Readings. Notwithstanding any adjustment, the Customer will never pay less than the Minimum Payment. TBS may charge a fee to recover the cost of meter collections if meters are not submitted through the automated website.

The Minimum Payment, and Excess Click Charge are subject to increase each year during the Term of this Contract by an amount not to exceed fifteen percent (15%) of the Minimum Payment and Excess Click Charge in effect at the end of the prior annual period, or the maximum percentage permitted by law, whichever is lower.

7. CONSUMABLE SUPPLIES. TBS agrees to furnish consumable supplies (ink, toner and toner collection containers) for the Term of the Contract. 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 Clicks and Excess Clicks metered. If TBS determines that the Customer has used more than fifteen percent (15%) supplies than normal for the number of metered clicks, 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 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.

Evangelina Garcia

From: Michael.Sund@tbs.toshiba.com
Sent: Monday, August 20, 2012 2:16 PM
To: evangelina.garcia@co.hidalgo.tx.us
Subject: RE: FW: FW: Meter Charges & Renewal Contract Toshiba
Attachments: pic04041.gif; image003.png; image004.png

Hello Vangie.

We will accept a renewal P.O. without the formality of have a new contract submitted each year.
This method of renewal is a common practice with TBS.
If you want to just advise us, or send a copy, of the new purchase order, we will continue the contract.
Let me know if this is okay with you.
Also, just so you know, we are still negotiating the contract terms with Yvette. Each time Hidalgo County or Toshiba suggests a change, the legal staff on both sides seem to want it different.
Lawyers! Go figure!

Mike Sund
Toshiba Business Solutions of Texas
Ph: (210) 357-2644
Fax: (210) 805-0867
michael.sund@tbs.toshiba.com

AI-37788 **9. G.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Constable M. Cantu, Pct. #4 Submitted By: Nielda Cavazos, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval to add/delete fuel card(s) and/or driver(s) for:

Constable Pct No. 2- Add vehicle cards/drivers

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-421-00-292-001-0-626

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

BUDGETARY IMPACT:

CONSTABLE PCT.2-GASOLINE/DIESEL
$10,000.00 available funds in account as of 03-27-13.
$11,628.12 available funds in p.o. #685707 as of 03-27-13.

Attachments

backup

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/27/2013 10:33 AM
Budget & Management	Ivan Cantu	03/27/2013 10:35 AM
Rosalinda Cantu	Rosie Cantu	03/27/2013 03:31 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Nielda Cavazos Started On: 03/20/2013 08:22 AM

Final Approval Date: 03/28/2013

FUEL CREDIT CARD REQUEST FORM

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

☐ Add Vehicle Card ☒ Add Driver Pin ☐ Delete/ Cancel Card ☐ Delete/Cancel Driver

Department: Hidalgo County Precinct 2
Billing Address: 300 W. Hull Aeris Suite E. Pharr, Tx. 78577
Fuel Card Manager: Jose. L. Hinojosa
This person can not have use of the fuel card

Phone Number: **County Email:**
Web user Name: **Password:**
Hidalgo Co Acct Number: 3-1100-421-00-292-001-0-626
Requested By: Ramiro Guimando Campos, Chief Deputy
Original Signature is required Sign & Print Elected/Official Supervisor/Director

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

For Purchasing Department Use Only

Approved by Commissioners Court On: Agenda Item No. # 37788
Reviewed by Fuel Card Administrator:
Cards Received by Dept on: Date Returned/Cancelled:
Fuel Cards Received by Department:
Sign & Print Authorized Elected Official/Supervisor/Director

Vehicle Plate No (N/A = Non-vehicle)	Description (Vehicle or Non-vehicle Equip.)	VIN Number (N/A = Non-vehicle)	Asset Number (N/A = Non-vehicle)	Purchasing Dept. Use Only Card Number
	Ford			

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy
Jaime Puente	11-10-69	052728		
Ramiro Martinez	8-3-72	034517		
Victor Javier Rodriguez	6-13-70	094943		
Leonel Vecchio	6-18-79	142913		
Leo Ortiz	1-18-81			

FUEL CREDIT CARD REQUEST FORM

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

☑ **Add Vehicle Card** ☐ **Add Driver Pin** ☐ **Delete/ Cancel Card** ☐ **Delete/Cancel Driver**

Department: Hidalgo County Precinct 2
Billing Address: 300 W. Hall Acres Suite E. Pharr, Tx. 78577
Fuel Card Manager: José L. Hinojosa
This person can not have use of the fuel card

Phone Number: **County Email:**
Web user Name: **Password:**
Hidalgo Co Acct Number: 3-400-421-00-2912-001-0-1026
Requested By: Armando Campos, Chief Deputy
Original Signature is required — Sign & Print Elected/Official Supervisor/Director

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

For Purchasing Department Use Only

Approved by Commissioners Court On: Agenda Item No. # 37788
Reviewed by Fuel Card Administrator:
Cards Received by Dept on: _____ Date Returned/Cancelled: _____
Fuel Cards Received by Department:
Sign & Print Authorized Elected Official/Supervisor/Director

Vehicle Plate No (N/A = Non-vehicle)	**Description** *(Vehicle or Non-vehicle Equip.)*	**VIN Number** (N/A = Non-vehicle)	**Asset Number** (N/A = Non-vehicle)	*Purchasing Dept. Use Only* **Card Number**
106-2136	F-150 P/u	1FTRW12W29FB13293	49075	

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

User Name	**DOB**	**User ID** *(6 digits)*	*DBM Use Only* **License Verification**	*Purchasing Dept. Use Only* **Training Date & Signed Fuel Policy**

Form F.1.1 Revised: *Attach separate list if additional users are required*

FUEL CREDIT CARD REQUEST FORM

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

☑ Add Vehicle Card ☐ Add Driver Pin ☐ Delete/ Cancel Card ☐ Delete/Cancel Driver

Department: Constable Hidalgo County Pct. 2
Billing Address: 300 W. Hall Acres Suite E. Pharr, Tx. 78577
Fuel Card Manager: Jose L. Hinojosa
This person can not have use of the fuel card
Phone Number: **County Email:**
Web user Name: **Password:**
Hidalgo Co Acct Number: 3-1000-421-00-292-001-0-626
Requested By: C. Campos. Armando Campos. Chief Deputy
Original Signature is required — Sign & Print Elected/Official Supervisor/Director

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

For Purchasing Department Use Only

Approved by Commissioners Court On: Agenda Item No. # 37788
Reviewed by Fuel Card Administrator:
Cards Received by Dept on: _____ Date Returned/Cancelled: _____
Fuel Cards Received by Department:
Sign & Print Authorized Elected Official/Supervisor/Director

Vehicle Plate No (N/A = Non-vehicle)	Description (Vehicle or Non-vehicle Equip.)	VIN Number (N/A = Non-vehicle)	Asset Number (N/A = Non-vehicle)	Purchasing Dept. Use Only Card Number
106-2140	F-150 P/u	1FTRW12W09FB13292	49077	
106-2141	F-150 P/u	1FTRW12W99FB13291	49076	

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy

Form F.1.1 Revised: *Attach separate list if additional users are required*

AI-37771 **9. H.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Martha L Salazar Submitted By: Letty Saenz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting approval of payment for **Inv# M171298 ($1,362.50)** as submitted by **HALFF ASSOCIATES, INC**., in connection to contract #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"--**PROJECT: Installation Infrastructure Engineering, Drawings and Specifications for the Addition of Annex Structures/Three (3) Modular Buildings to the existing Hidalgo County**

BACKGROUND

Invoice #M171298-Halff Associates Inc-C-11-291-01-24 (WA#1)

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1342-419-40-220-048-0-720

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

BUDGETARY IMPACT:

Funding available as of 3-28-13
PO# 681398

Attachments

Invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department		03/27/2013 10:22 AM
Budget & Management	Ivan Cantu	03/27/2013 10:32 AM
Manuel Chapa	Manuel Chapa	03/28/2013 07:36 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Letty Saenz Started On: 03/19/2013 02:01 PM

Final Approval Date: 03/28/2013

INVOICE

HALFF

ENGINEERS · ARCHITECTS · SCIENTISTS · PLANNERS · SURVEYORS

REMITTANCE ADDRESS:
P.O. Box 910259
Dallas, TX 75391-0259
www.halff.com

ORIGINAL

RECEIVED 3/13/13

RECEIVED MAR 19 2013 By

Hidalgo County Commissioner's Court
Facilities Management Dept.
P.O.Box 1356
Edinburg, TX. 78540

Attention: Mr. Richard Sunday

Invoice Date : 02/28/2013
Invoice # : M171298
Project : 29024
Invoice Group : 01
Client Code : HIDAL5

Project Name : Hidalgo County\2012 Various WA

For Professional Services Rendered through: 2/24/2013
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	1,620.00	100.00	0.00	1,620.00
CM02 -- C1 - Construction Phase Services	10,020.00	9,018.00	90.00	0.00	9,018.00
CS01 -- A8 - Proj Specifications & Bid Doc.	1,360.00	1,360.00	100.00	0.00	1,360.00
DE01 -- A4- Electrical Engineering	9,040.00	9,040.00	100.00	0.00	9,040.00
DM01 -- A3 - Mechanical \Plumbing	2,560.00	2,560.00	100.00	0.00	2,560.00
DZ01 -- A2 - Civil Engineering	9,060.00	9,060.00	100.00	0.00	9,060.00
SD01 -- A1 - Survey for Design	1,040.00	1,040.00	100.00	0.00	1,040.00
SUB1 -- A5 - ADA Compliance \Coordination	2,725.00	681.25	75.00	1,362.50	2,043.75
SUB2 -- A6 - Geotechnical Report-RABA	6,200.00	6,200.00	100.00	0.00	6,200.00
SUB3 -- A7 - Architectural \Dannenbaum	12,000.00	12,000.00	100.00	0.00	12,000.00
Phase WA01 Subtotal	**55,625.00**	**52,579.25**	**96.97**	**1,362.50**	**53,941.75**
Totals:	**55,625.00**	**52,579.25**	**96.97**	**1,362.50**	**53,941.75**

Total Fee Earned To Date	53,941.75
Less Previous Billings	52,579.25
Amount Due this Invoice	**1,362.50**

3/18/13 For Reading, From CC. Sunday

TERMS: DUE UPON RECEIPT

(214) 346-6200

ORIGINAL

(214) 739-0108 Fax

Purchase Order

COUNTY OF HIDALGO

PO#: 681398

DATE: 09/20/12

Page No 1 Of 1

Needed 09-04-12

VENDOR: 221562 REQ:00222314

Email:

Phone:

HALFF ASSOCIATES, INC.
5000 WEST MILITARY HIGHWAY, SUITE 100
MCALLEN TX 78503

Vendor Acct:

BUYER:

SHIP TO: FACILITIES MANAGEMENT DEPARTMENT
3100 S. BUSINESS HWY 281
EDINBURG TX 78539

CONTACT:

SITE: FACILITIES MANAGEMENT

Contract No: C-11-291-01-24

Special Instructions:

REQ# 793

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 APPROVED THRU C.C. ON 09/11/2012 C-11-291-01-24 EXP 01/23/2013		
1	EACH	CC MODULAR BUILDINGS BEING SUPPLIED BY RAMTECH THROUGH CONTRACT #335-10 PROJECT #2012-204-0GG REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	55,625.00	55,625.0
		Total		55,625.0

****

For Hidalgo County use only

2-1342-419-40-220-048-0-720 55,625.00

Approved

3/18/13
For Purchasing, Hidalgo CC

AI-37721 **9. I.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Eddie Olivarez, Exec. Dir. Submitted By: Matilde Faz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to enter into a Regional Insertion Order Agreement and approval to execute required Regional Insertion Order Agreement with National Cine Media for the Hidalgo County Health Department for On Screen Regional Segment Advertisement from 5/31/2013 - 7/25/2013 through the following requisition #231482 in the total amount of $6,864.00 (3-1293-441-00-340-012-3-540).

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1293-441-00-340-012-3-540

FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?: No

BUDGETARY IMPACT:

Amount available for requisition# 231482 as of 3-27-13 $6,864.00 for National Cinemedia LLC.

Attachments

Requisition

Agreement & Legal's approval

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/26/2013 04:18 PM
Budget & Management	Ivan Cantu	03/27/2013 08:02 AM
Manuel Chapa	Manuel Chapa	03/27/2013 01:49 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Matilde Faz Started On: 03/15/2013 03:34 PM

Final Approval Date: 03/28/2013

Requisition

Req # 00231482

PO #

Date: 02/12/13

Consent #37721 4/2/13

Bill To: x
x

Vendor : 370681

NATIONAL CINEMEDIA, LLC
9110 EAST NICHOLS AVENUE, SUITE 200
CENTENNIAL CO 80112-3405
FAX (303)792-8811

Ship To: HEALTH DEPARTMENT
1304 S. 25TH
EDINBURG TX 78539

Contact: JOSIE ESCALANT
956-383-6221

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK 114 MAIN PLACE, NUMBER OF SCREENS 6 $10.00 PER WEEK X 8 WEEKS = $80.00 X 6 SCREENS	480.00	480.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK 212 MOVIES 10, NUMBER OF SCREENS 10 $15.00 PER WEEK X 8 WEEKS = $120.00 X 10 SCREENS	1,200.00	1,200.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK093 MOVIES 17, NUMBER OF SCREENS 17 $15.00 PER WEEK X 8 WEEKS = $120.00 X 17 SCREENS	2,040.00	2,040.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK108 MOVIES 8, NUMBER OF SCREENS 8 $10.00 PER WEEK X 8 WEEKS = $80.00 X 8 SCREENS	640.00	640.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK261 MOVIES TINSELTOWN MISSION, NUMBER OF SCREENS 17 $15.00 PER WEEK X 8 WEEKS = $120.00 X 17 SCREENS	2,040.00	2,040.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT CNK114 MOVIES: MAIN PLACE, NUMBER OF SCREENS 6 $1.00 PER WEEK X 8 WEEKS = $8.00 X 6 SCREENS	48.00	48.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK212 MOVIES 10, NUMBER OF SCREENS 10 $1.00 PER WEEK X 8 WEEKS = $8.00 X 10 SCREENS	80.00	80.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK093 MOVIE 17, NUMBER OF SCREENS 17 $1.00 PER WEEK X 8 WEEKS = $8.00 X 17 SCREENS	136.00	136.00
1.00	EACH	OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT	64.00	64.00

Authorized By: _____

Requisition

Req # 00231482

PO #

Date: 02/12/13

Bill To: x
x

Vendor : 370681
NATIONAL CINEMEDIA, LLC
9110 EAST NICHOLS AVENUE, SUITE 200
CENTENNIAL CO 80112-3405
FAX (303)792-8811

Ship To: HEALTH DEPARTMENT
1304 S. 25TH
EDINBURG TX 78539

Contact:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	EACH	LOCATION: CNK108 MOVIES 8, NUMBER OF SCREENS 8 $1.00 PER WEEK X 8 WEEKS = $8.00 X 8 SCREENS OM ADVERTISING FOR BACK TO SCHOOL IMMUNIZATIONS START DATE 5/31/13 END DATE 7/25/13 ON SCREEN REGIONAL SEGMENT LOCATION: CNK261 MOVIES TINSELTOWN MISSION, NUMBER OF SCREENS 17 $1.00 PER WEEK X 8 WEEKS = $8.00 X 17 SCREENS	136.00	136.00
		Account No	Encumbrance	
		3-1293-441-00-340-012-3-540	6,864.00	
			Freight	.00
			Total	6,864.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

In-Theatre Advertising Proposal
Prepared for Hidalgo Health Department
Created for Delia Garza

On Screen Advertising

MEDIA NETWORKS

January 2, 2013

Created by Connie Franco
Email: Connie.Franco@ncm.com
Phone: +1 (956) 318-0810
Fax: (956) 380-0885

Reg# 231482

Regional Insertion Order Agreement

1/2/2013

9110 East Nichols Avenue, Suite 200 * Centennial, Colorado 80112 * 800.828.2828

The advertiser listed below ("Advertiser") desires to place the order set forth below ("Order") with National CineMedia, LLC ("NCM") for the regional exhibition of the advertising set forth below ("Advertising") under the terms set forth in this Regional Advertising Insertion Order and Agreement ("Agreement"), including this Order and the Regional Advertising Insertion Order Agreement Terms and Conditions attached hereto (the "Terms and Conditions"). NCM and Advertiser agree as follows:

Advertiser Information	**Billing Information**	**Account Director: Connie Franco**
Hidalgo Health Department 1304 S. 25th St Edinburg, TX 78542 Phone: (956) 383-6221 Fax: Delia Garza delia.garza@hchd.org	Hidalgo Health Department 1304 S. 25th St Edinburg, TX 78542 Phone: (956) 383-6221 Fax: Sylvia Pena sylvia.pena@hchd.org	Phone: +1 (956) 318-0810 Fax: (956) 380-0885 Connie.Franco@ncm.com Order #: 270891.5 Proposal Type : New Contract Original Proposal #: N/A

Start Date	End Date	Type of Advertising	Duration	Weight	Job #	TheatreCode	Theatre Name	State	# of Screens	# Wks	Net Rate	Net Media
5/31/2013	7/25/2013	On Screen Regional Segment 1 00:15	00:15	C	217359	CNK114	Main Place	TX	6	8	$10.00	$480.00
5/31/2013	7/25/2013	On Screen Regional Segment 1 00:15	00:15	C	217359	CNK212	Movies 10	TX	10	8	$15.00	$1,200.00
5/31/2013	7/25/2013	On Screen Regional Segment 1 00:15	00:15	C	217359	CNK093	Movies 17	TX	17	8	$15.00	$2,040.00
5/31/2013	7/25/2013	On Screen Regional Segment 1 00:15	00:15	C	217359	CNK108	Movies 8	TX	8	8	$10.00	$640.00
5/31/2013	7/25/2013	On Screen Regional Segment 1 00:15	00:15	C	217359	CNK261	Tinseltown Mission	TX	17	8	$15.00	$2,040.00
5/31/2013	7/25/2013	On Screen Regional Segment 2 00:15	00:15	Best Available	217359	CNK114	Main Place	TX	6	8	$1.00	$48.00
5/31/2013	7/25/2013	On Screen Regional Segment 2 00:15	00:15	Best Available	217359	CNK212	Movies 10	TX	10	8	$1.00	$80.00
5/31/2013	7/25/2013	On Screen Regional Segment 2 00:15	00:15	Best Available	217359	CNK093	Movies 17	TX	17	8	$1.00	$136.00
5/31/2013	7/25/2013	On Screen Regional Segment 2 00:15	00:15	Best Available	217359	CNK108	Movies 8	TX	8	8	$1.00	$64.00
5/31/2013	7/25/2013	On Screen Regional Segment 2 00:15	00:15	Best Available	217359	CNK261	Tinseltown Mission	TX	17	8	$1.00	$136.00
									116			

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Regional Insertion Order Agreement

1/2/2013

9110 East Nichols Avenue, Suite 200 * Centennial, Colorado 80112 * 800.828.2828

Payment Method:		Comments & Special Instructions:
__X__ Check	_____ Pay in Full	non-profit discount client would like to use an existing ad (immunizations) until all assets are submitted.
_____ Credit Card	__X__ Monthly	
_____ Purchase Order	_____ NET 30	
PO Number:		

Total Media	**$6,864**
Media Services	**$0**
Creative Services	**$0**
Other Services	**$0**
Fulfillment/Staffing Fees	**$0**
Total Due	**$6,864**

Promotional items are non-commissionable. Special effects, customized placement, rush charges, and changes are extra. All duplication, creative services, and network implementation fees are at advertiser's expense. Fulfillment costs are estimated and final costs may vary.

BY SIGNING BELOW, ADVERTISER AGREES TO BE LEGALLY BOUND BY THE TERMS OF THIS AGREEMENT (INCLUDING THE TERMS AND CONDITIONS) AS OF THE DATE OF SIGNATURE BY NCM BELOW AND HEREBY AUTHORIZES AND DIRECTS NCM TO PROCEED UNDER THE TERMS OF THIS AGREEMENT WITH THE ADVERTISING AND OTHER SERVICES SET FORTH ON THIS ORDER AND, UNLESS OTHERWISE AGREED BY THE PARTIES, ANY OTHER ORDER PLACED BY ADVERTISER FOR REGIONAL ADVERTISING INSERTIONS ACCEPTED BY NCM.

Hon. Ramón Garcia County Judge

Advertiser Name/Title: Date: 3/26/2013 National CineMedia, LLC: Date:

Job Number(s): 217359

Contract Number: 270891.5

A	B	C	D	E	F
Logged	Scheduled	Creative Approved	Credit Approved	Posted	Audit

NCM MEDIA NETWORKS

Regional Insertion Order Agreement Terms and Conditions

1. NCM Services. Subject to the terms of this Agreement, NCM will arrange for the Advertising to be exhibited as specified in each Order entered into under this Agreement. Notwithstanding the foregoing, the exhibition of the Advertising, and performance by NCM of its obligations under this Agreement, will be excused to the extent that (and may be delayed if) Advertiser fails to perform its obligations under this Agreement in a timely manner or otherwise fails to comply with the terms of this Agreement. ANY UNEXCUSED FAILURE BY NCM TO PERFORM ANY OBLIGATION UNDER THIS AGREEMENT WILL AFFECT ONLY THE OBLIGATION WITH RESPECT TO WHICH THE FAILURE OCCURRED AND WILL IN NO WAY AFFECT ANY OTHER OBLIGATIONS OF NCM UNDER THIS AGREEMENT. ADVERTISER'S SOLE AND EXCLUSIVE REMEDY FOR ANY SUCH UNEXCUSED FAILURE BY NCM WILL BE LIMITED TO NCM'S REPERFORMANCE SOLELY OF THOSE OBLIGATIONS WITH RESPECT TO WHICH THE FAILURE OCCURRED WITHIN A REASONABLE TIME PERIOD FOLLOWING NOTICE OF THE FAILURE FROM ADVERTISER AND WILL NOT AFFECT ANY OTHER OBLIGATIONS OF NCM UNDER THIS AGREEMENT.

2. In-Theatre Advertising. All In-Theatre Advertising or other content will be subject to any audience or advertising restrictions or limitations imposed on NCM by motion picture studios, producers, distributors, exhibitors or other third parties. In addition, in its sole and absolute discretion, NCM may elect to not exhibit or present any In-Theatre Advertising or other content before any motion picture or movie rating. Any screen count or theatre locations for In-Theatre Advertising set forth on an Order are approximate and the actual screen count and theatre locations will be mutually agreed upon by the parties or selected by NCM in its reasonable discretion.

3. Internet and Online Advertising. The American Association of Advertising Agencies (AAAA)/Interactive Advertising Bureau (IAB) Standard Terms and Conditions for Internet Advertising for Media Buys One Year or Less, Version 2.0 (the "**Terms**"), a copy of which is available upon request from NCM, are incorporated into this Agreement for all Internet and online Advertising purchased under this Agreement. "Colorado" and "Denver County, Colorado" are inserted into the respective placeholders in Section XIV(d) of the Terms. If there is no Agency for this Insertion Order, "Advertiser" replaces "Agency" in all instances in the Terms and Section III(c) of the Terms is deleted. The terms of this Agreement will control over any contradictory terms set forth in the Terms in the event of a conflict between this Agreement and the Terms.

4. Fees and Payment. Advertiser will pay all fees as specified on each Order under the terms set forth on that Order and in these Terms and Conditions. If Advertiser fails to pay NCM any amount when due, Advertiser will be obligated to pay interest on the unpaid amount from the date such unpaid amount was due until it is paid at the rate of 12% per annum.

5. Advertiser Obligations. In addition to the other obligations of Advertiser set forth in this Agreement, Advertiser will, at its expense, and at its risk of loss, provide NCM with the Advertising material as required by NCM at least 7 to 20 business days (dependent upon Advertising vehicle selected) in advance of the date scheduled by NCM for transfer of the materials for use or production as Advertising.

6. Content.

6.1 Advertiser Content. All advertising, information, data, text, photographs, video, images, audio, call to action, and other content ("**Content**") provided by Advertiser for use in the Advertising ("**Advertiser Content**"), as well as the Advertising itself, is subject to prior approval by NCM. All Advertiser Content must be in compliance with the Media Specifications, Creative Deadlines and Advertising Guidelines at http://adspecs.ncm.com/www/html/specs.html. Advertiser Content shall not include the exhibition or display of any trademark, service mark, logo it other branding of a third party without the prior written approval of NCM. NCM may reject any Advertiser Content or Advertising for any reason, provided that NCM has no obligation to review any Advertiser Content or Advertising for compliance with this Agreement or any applicable law, rule, or regulation. Advertiser will remain solely responsible for any liability arising from the Advertiser Content or Advertising, including but not limited to any laws relating to obscenity, defamation, trade libel, the right of publicity or likeness, the right of or to privacy, any laws relating to intellectual property, and any laws relating to advertising. If any Advertiser Content or Advertising is rejected by NCM, Advertiser will promptly replace the Advertiser Content or Advertising with Advertiser Content or Advertising acceptable to NCM so as not to delay the schedule for the display of the Advertising. Advertiser will maintain back-up copies of all Advertiser Content and Advertising and NCM will not be liable for loss or damage to any Advertiser Content or Advertising. Advertiser agrees to and hereby does grant to NCM all rights, authorizations, consents, licenses, and clearances (collectively, "**Licenses**") necessary or appropriate for the exhibition of the Advertising and the performance by NCM of its other obligations under this Agreement, including, without limitation, all Licenses necessary for the public performance of musical compositions. Advertiser also grants NCM a limited License to use and display portions of the Advertising solely in connection with the promotion of NCM's business.

6.2 NCM Content. All Content, including, without limitation, any derivatives, modifications or new versions of any Advertiser Content prepared or delivered by NCM under this Agreement ("**NCM Content**"), and all intellectual property rights therein and applicable thereto, are and will remain the sole and exclusive property of NCM. Advertiser agrees that NCM will retain sole and exclusive title to all NCM Content and agrees to and hereby makes all assignments necessary to provide NCM such sole and exclusive title. Advertiser receives no rights or licenses in or to any NCM Content (or in or to any NCM trademarks) under this Agreement and NCM expressly reserves all such rights.

7. Promotional Materials. All materials distributed or to be distributed by or on behalf of Advertiser as part of or in connection with the Advertising, including, without limitation, toys, food, objects or other materials ("**Promotional Materials**") will be delivered to locations (at the sole expense of Advertiser and with Advertiser bearing all risk of loss) in accordance with the procedures, specifications and deadlines established by NCM. Certain Promotional Materials, including, without limitation, lobby displays, are subject to NCM and theatre/affiliate approval, and their final placement is determined by theatre management. At its discretion, NCM may delay the distribution of Promotional Materials. Certain Promotional Material, as determined by NCM, will contain the following statement: "THIS PROMOTION IS NOT ENDORSED BY NCM, THIS THEATRE OPERATOR OR ANY OF THEIR AFFILIATES. BY FILING OUT THIS FORM YOU WILL OR CAN BE SOLICITED".

8. Representations and Warranties. Advertiser represents and warrants to NCM that: (1) Advertiser has the legal right to enter into this Agreement and to perform its obligations under the Agreement; (2) Advertiser has all rights necessary to enable NCM to exercise the rights granted under this Agreement; (3) the exhibition and other use of the Advertiser Content and Advertising, the distribution and other use of the Promotional Materials, and the other activities of Advertiser and obligations of NCM under this Agreement will not violate, applicable local, state and federal laws, rules, and regulations, including, without limitation, laws and regulations governing privacy and email/spam, or any duty toward or rights of any third party; (4) all information and data provided to NCM in connection with this Agreement is correct and current; (5) Advertiser will not collect any personally identifiable information (including, without limitation, any e-mail addresses, full names, mailing addresses and phone number of theatre patrons), or transfer any such information to any third party, without the prior written approval of NCM; (6) the Advertiser Content and Advertising do not contain any viruses, Trojan horses, worms, time bombs, or any other similar software, data, or programs that may damage, detrimentally interfere with, surreptitiously intercept, or expropriate any system, data, information, or property of another; (7) the Advertiser Content, Advertising and Promotional Materials are not, in whole or in part, pornographic, obscene, abusive, threatening, indecent, vulgar, defamatory, harassing, do not otherwise constitute trade libel, a violation of the right of publicity or an invasion of privacy, do not violate any other laws relating to advertising, and are not otherwise objectionable or unlawful; (8) the Advertiser Content, Advertising, and Promotional Materials are not false or misleading; (9) the Advertiser Content, Advertising and Promotional Materials do not infringe, violate or misappropriate any third party copyright, trademark, right of or to privacy, publicity or likeness, or other intellectual property or proprietary right; and (10) the Advertiser Content, Advertising and Promotional Materials will be free from defects, materials or workmanship. If Advertiser executes this contract as an

MEDIA NETWORKS

Regional Insertion Order Agreement Terms and Conditions

agency or media buyer for a client, such Advertiser and its client shall be jointly and severally responsible for all payments hereunder. Advertiser covenants that if Advertiser at any time fails to have all rights necessary to enable NCM to perform its obligations and exercise its rights under this Agreement, Advertiser will obtain all such rights, and will be solely responsible for any liability of either party arising out of any claim, allegation, suit or proceeding alleging that either party does not have such rights.

9. Disclaimer and Limitation of Liability. NCM PROVIDES ALL NCM CONTENT AND ALL SERVICES PERFORMED BY NCM UNDER THIS AGREEMENT "AS-IS" AND "AS-AVAILABLE." NCM MAKES NO REPRESENTATIONS OR WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, REGARDING THE NCM CONTENT OR SUCH SERVICES, AND ADVERTISER HAS NOT RELIED ON ANY REPRESENTATIONS OR WARRANTIES OF NCM REGARDING THE NCM CONTENT OR SUCH SERVICES. NCM EXPRESSLY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES REGARDING THE NCM CONTENT AND SUCH SERVICES, INCLUDING, WITHOUT LIMITATION, ANY EXPRESS OR IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, OR NON-INFRINGEMENT OF THIRD PARTY RIGHTS. NCM'S TOTAL CUMULATIVE LIABILITY IN CONNECTION WITH THIS AGREEMENT, WHETHER IN CONTRACT, TORT OR OTHERWISE, WILL NOT EXCEED THE AMOUNT OF FEES ACTUALLY PAID TO NCM UNDER THIS AGREEMENT DURING THE 3 MONTH PERIOD IMMEDIATELY PRECEDING THE EVENTS GIVING RISE TO SUCH LIABILITY. IN NO EVENT WILL NCM BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY, PUNITIVE, SPECIAL, OR INCIDENTAL DAMAGES, INCLUDING WITHOUT LIMITATION ANY DAMAGES RELATING TO LOST DATA, LOST REVENUE OR PROFITS, OR COSTS OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, ARISING FROM OR RELATING TO THIS AGREEMENT, HOWEVER CAUSED AND UNDER ANY THEORY OF LIABILITY (INCLUDING NEGLIGENCE), EVEN IF NCM HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

10. Indemnification. Advertiser is responsible for and will indemnify, defend, and hold harmless NCM and its subsidiaries and affiliates, and their owners, officers, directors, employees and agents, from and against any and all direct and indirect losses, damages, liabilities, costs and expenses (including reasonable attorneys' fees) resulting from or arising out of any: (1) actual or alleged breach by Advertiser of a provision of this Agreement; (2) negligence or willful misconduct on the part of Advertiser; (3) exhibition, distribution, display, performance, reproduction, or other use by NCM of the Advertising, Advertiser Content or Promotional Materials; or (4) damage to property or injury to or death of any person directly or indirectly caused by any use or misuse of any Advertiser Content or Advertising, including, without limitation, and promotional materials or other packaging or materials used in connection therewith. NCM will provide Advertiser with notice of any such claim or allegation, and NCM has the right to participate in the defense of any such claim at its expense. "To the extend provided for under the Constitution and Laws of the State of Texas."

11. Termination and Remedies. NCM may terminate this Agreement immediately upon any breach by Advertiser of this Agreement (in addition to any other available remedy) or upon not less than 30 days notice to Advertiser for any other reason. Upon termination for breach by Advertiser, all fees paid for Advertising which has not been exhibited will be forfeited by Advertiser. Upon any termination, NCM is not required to preserve or maintain any Advertiser Content or Advertising. If Advertiser desires NCM to provide Advertiser with a copy of any Advertiser Content or Advertising, Advertiser must notify NCM in writing within 60 days of the last exhibition of the Advertising (such copy to be provided at Advertiser's sole expense).

12. Cancellation. Advertiser may not modify or cancel this Agreement except by written consent of NCM.

13. Insurance. Advertiser will obtain a general liability insurance policy (or policies) covering such advertising, with no unusual exclusions, and with policy limits of not less than $1,000,000 per occurrence and $3,000,000 in the aggregate. Advertiser will also obtain an advertising errors and omissions policy with similar coverage. NCM and its affiliates will be named as additional insured's on such policy (or policies), and the policy (or policies) will provide that it (or they) will not be subject to modification or cancellation without at least thirty (30) days' prior written notice to NCM. Upon request, Advertiser will furnish NCM with a certificate of insurance evidencing the foregoing coverage before the advertising is exhibited.

14. Additional Terms. Advertiser may not assign or otherwise transfer this Agreement or any of Advertiser's rights hereunder without the prior permission of NCM. Any attempt to do so in violation of the foregoing sentence will be null and void. This Agreement will be binding on the parties and upon their heirs, personal representatives, executors, administrators, successors and assigns. The parties agree for themselves and their heirs, personal representatives, executors, administrators, successors or assigns to execute any instruments and to perform any acts that may be necessary or proper to carry out the purposes of this Agreement. This Agreement will be governed by the laws of the State of Colorado excluding its conflict of laws principles. The parties hereby irrevocably consent to the exclusive jurisdiction and venue in the state and federal courts sitting in Denver, Colorado for any dispute concerning the interpretation or effect of this Agreement. In all such disputes arising under this Agreement, the parties expressly waive all constitutional and statutory rights to trial by jury. In any action to enforce the terms of this Agreement, the prevailing party will be entitled to recover all of its costs relating thereto, including, without limitation, attorneys' fees, court costs and any other costs of collection. The relationship between the parties under this Agreement is one of independent contractors. The waiver by either party of a breach of any provision of this Agreement will not operate or be interpreted as a waiver of any other or subsequent breach. If any provision of this Agreement is deemed unenforceable, such provision will be changed and interpreted to accomplish the objectives of such provision to the greatest extent possible under applicable law and the remaining provisions will continue in full force and effect. Any failure or delay in performance by NCM will be excused (and will not constitute a breach of this Agreement) to the extent due to any cause not reasonably within NCM's control, including, without limitation, third party acts, omissions or failures, casualty, labor disputes, governmental action or acts of God. This Agreement sets forth the entire understanding of the parties and supersedes any and all prior oral and written agreements or understandings between the parties regarding the subject matter of this Agreement.

Matilde Faz

From: Martha Salazar [martha.salazar@co.hidalgo.tx.us]
Sent: Wednesday, March 07, 2012 4:45 PM
To: 'Matilde Faz'
Cc: 'Darlene Betancourt'
Subject: FW: National Cinemedia Network "Health & Human Services Department"

Importance: High

Maty:
You or Josie need to e-mail the vendor and request that this language be inserted. Do not send this e-mail to the vendor. Now if the agreement has space in which to add the language, proceed to do so. If not, them request the vendor to include.
Marty

From: Josephine L. Ramirez [mailto:josephine.ramirez@da.co.hidalgo.tx.us]
Sent: Wednesday, March 07, 2012 3:26 PM
To: 'Martha Salazar'
Cc: 'Matilde Faz'
Subject: RE: National Cinemedia Network "Health & Human Services Department"

Marty,

I have reviewed the agreement. It contains an indemnity provision at paragraph 10, so I would recommend including language that states "To the extent provided for under the Constitution and Laws of the State of Texas."

Otherwise, I approve as to the form of the agreement.

Josephine Ramirez Solis
Assistant Criminal District Attorney
County Affairs Section
Office of Criminal District Attorney
Hidalgo County, Texas
100 N Closner Rm 303
Edinburg, TX 78539
(956) 318-2313 ext. 3823
(956) 318-2079 FAX
josephine.ramirez@da.co.hidalgo.tx.us

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The information contained in this e-mail may be 1.SUBJECT TO THE ATTORNEY-CLIENT PRIVILEGE, 2 ATTORNEY WORK PRODUCT and/or 3 CONFIDENTIAL It is intended only for the individual or entity designated above. Any distribution, copying, or use of or reliance upon the information contained in this e-mail by or to anyone other than the recipient designated above by the sender is unauthorized and strictly prohibited. **IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE ADVISE THE SENDER BY REPLY E-MAIL TO josephine.ramirez@da.co.hidalgo.tx.us AND DELETE THE COMMUNICATION.**

****

Creative Production Order Form

Job #: 217359

Estimated Start Date: 5/31/2013

Advertiser Information	**Billing Information**	**Account Director: Connie Franco**
Hidalgo Health Department 1304 S. 25th St Edinburg, TX 78542 Phone: (956) 383-6221 Fax: Delia Garza delia.garza@hchd.org	Hidalgo Health Department 1304 S. 25th St Edinburg, TX 78542 Phone: (956) 383-6221 Fax: Sylvia Pena sylvia.pena@hchd.org	Phone: +1 (956) 318-0810 Fax: (956) 380-0885 Connie.Franco@ncm.com

Creative Description:

Product:
On Screen Regional Segment 1 00:15, On Screen Regional Segment 2 00:15

Notes / Special Instructions:

Related Job Numbers:

Media Services:

Description	Fee
Media Fee:	$0.00
Sub Total:	**$0.00**

Creative Services:

Description	Fee
Sub Total:	**$0.00**

Grand Total: $0.00

When sending your media/creative materials to us, please include this Creative Production Order Form with your materials.

Send materials to:
National CineMedia
Attention: Sales Operations
9110 East Nichols Avenue Suite 200
Centennial, Colorado 80112

Please submit all creative materials promptly. If your creative is not received within NCM's standard production turnaround time, the on-screen start date for your ad will be delayed.

Thank you!

Theatres/ Zip Codes For This Job:	CNK114 Main Place	MCALLEN, TX
	CNK212 Movies 10	WESLACO, TX
	CNK093 Movies 17	MCALLEN, TX
	CNK108 Movies 8	PHARR, TX
	CNK261 Tinseltown Mission	MISSION, TX
	CNK114 Main Place	MCALLEN, TX

NCM MEDIA NETWORKS

	CNK212 Movies 10	WESLACO, TX
	CNK093 Movies 17	MCALLEN, TX
	CNK108 Movies 8	PHARR, TX
	CNK261 Tinseltown Mission	MISSION, TX

Carmike 20 Cinemas

Edinburg, Texas

ScreenVision

- **Showcase your ad on all 20 Screens!**
- **Reach A Live "Captive" Audience = 420,000**
- **We can produce a digital 15/30 sec. ad (voice-over, music) $700/$800**
- **You can supply a video or TV spot (15 or 30 seconds) for: $450**

Next On-Screen Start Date: 03-22-13
(Material Deadline: 02-22-13)

15 Second Ad (POD 1) - 6-7 minutes before Showtime

***$7,952 = Total Price for a 28 week schedule**

Armando Garza
(210) 867-4611
onscreenads@hotmail.com

AI-37701 **9. J.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Yvonne Ramon, HC Elections Adm. Submitted By: Omar Salinas, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Pursuant to Texas Local Government code, 263.151 (1), approval to declare as "Salvage Property" including authority to remove the detailed items below from the Hidalgo County Surplus inventory, with the assistance of Facilities Management to dismantle and sell as scrap metal.

Asset Number	Description	SERIAL NUMBER	HISTORICAL COST
13486	SHOUP	40-335	$ 615.00
13491	SHOUP	40-337	615.00
13469	SHOUP	40-344	615.00
13458	SHOUP	40-336	615.00
13472	SHOUP	40-362	615.00
13477	SHOUP	40-361	615.00
13495	SHOUP	40-360	615.00
13459	SHOUP	40-357	615.00
13484	SHOUP	40-367	615.00
13350	SHOUP	40-362	1,823.12
13461	SHOUP	40-346	615.00
13287	SHOUP	41-314	1,898.00

BACKGROUND

Attachments

Elect SanCarlos

Elect SanCarlos Depreciation

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/26/2013 04:01 PM
Budget & Management	Ivan Cantu	03/27/2013 08:00 AM
Roland Garcia	Rolando Garcia	03/28/2013 08:03 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Omar Salinas Started On: 03/15/2013 10:52 AM

Final Approval Date: 03/28/2013

LOCAL GOVERNMENT CODE

TITLE 8. ACQUISITION, SALE, OR LEASE OF PROPERTY

SUBTITLE B. COUNTY ACQUISITION, SALE, OR LEASE OF PROPERTY

CHAPTER 263. SALE OR LEASE OF PROPERTY BY COUNTIES

SUBCHAPTER D. DISPOSITION OF SALVAGE OR SURPLUS PROPERTY

Sec. 263.151. DEFINITIONS. In this subchapter:

(1) "Salvage property" means personal property, other than items routinely discarded as waste, that because of use, time, accident, or any other cause is so worn, damaged, or obsolete that it has no value for the purpose for which it was originally intended.

(2) "Surplus property" means personal property that:

(A) is not salvage property or items routinely discarded as waste;

(B) is not currently needed by its owner;

(C) is not required for the owner's foreseeable needs; and

(D) possesses some usefulness for the purpose for which it was intended.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 61(b), eff. Aug. 28, 1989.

HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT - FIXED ASSETS DIVISION
DEPRECIATION FORM

Prepared By: OMAR SALINAS
Requested By: Aguda Garcia
Date: 3/14/2013

Asset Number	Description	Hist Cost	Acq Date	Acq. Year	Current Date	Life Expectancy	Curr Usage (yrs)	Residual Value 10%	Depreciable Value	Yearly Depreciation	Current Depreciation	Current Value
13486	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13491	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13469	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13458	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13472	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13477	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13495	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13459	SHOUP	615.00	4/8/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13484	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13350	SHOUP	1,823.12	11/13/1967	1967	3/14/2013	7	45	$182.31	$1,640.81	$234.40	$10,548.05	**$0.00**
13461	SHOUP	615.00	4/6/1982	1982	3/14/2013	7	30	$61.50	$553.50	$79.07	$2,372.14	**$0.00**
13287	SHOUP	1,898.00	4/12/1971	1971	3/14/2013	7	41	$189.80	$1,708.20	$244.03	$10,005.17	**$0.00**

AI-37673 **9. K.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Hon. Mario Ramirez, 332nd. St. Dist. Court

Submitted By: Matilde Faz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

332nd District Court:
Requesting authority to enter into a 36-month new copier (capital) lease for a WC5845PT copier through our membership/participation with (TPASS) Texas Procurement & Support Services awarded vendor, Xerox contract 985-L2 through Requisition #231141 in the amount of $172.09/month, effective upon approval.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-412-00-006-001-0-780

FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?: No

BUDGETARY IMPACT:

Attachments

Requisition

Quote

Capital Log Sheet

Form Review

Inbox	Reviewed By	Date
Auditor's Office	Angela Garcia	03/22/2013 04:03 PM
Purchasing Department	Marty Salazar	03/27/2013 04:15 PM

Form Started By: Matilde Faz Started On: 03/13/2013 04:07 PM

Final Approval Date: 03/27/2013

Requisition

Req # 00231141

PO #

Date: 02/06/13

Consent #37673 4/2/13

Bill To: x
x

Vendor : 42129
XEROX CORPORATION
P.O. BOX 731892
DALLAS TX 75373-1892

Ship To: 332ND DISTRICT COURT
100 N. CLOSNER, 2ND FL
EDINBURG TX 78539

Contact: DamianCarranza
956-318-2275

Contract No: SMARTBUY

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		332ND DISTRICT COURT TPASS TERM CONTRACT 985-L2 SMARTBUY REQUISITION SMARTBUY PURCHASE ORDER TRADE-IN S/N:WRR560088 DO NOT DUPLICATE ORDER		
1.00	EACH	CO New 36 MONTH COPIER (CAPITAL) Lease for XEROX WORKCENTRE 5745PT & OFC 50FIN: BASE UNIT UP TO 45PP, INCLUDES 4 Trays, Bypass Tray and DADF, WC5745 Kit, Print Controller, Color Scanning; Includes Trade In Serial #WRR560088 (Price includes 20,000 monthly impressions, all excess prints at $.0091 each) Equip Description/Qty - Monthly Base: $0.00; Commodity Code: 985-13-06002-5; (Contract includes: delivery & installation; all supplies, including staples, except paper & specialty items)	.00	.00
9.00	MONTH	CO New 36 month (CAPITAL) LEASE term 36 Month Term - Monthly Base $153.11; Commodity Code: 985-13-06002-6	153.11	1,377.99
9.00	MONTH	CO New 36 month TERM Office Finisher 985-13-06006-6	18.98	170.82
		Account No	Encumbrance	
		3-1100-412-00-006-001-0-780	1,548.81	
			Freight	.00
			Total	1,548.81
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

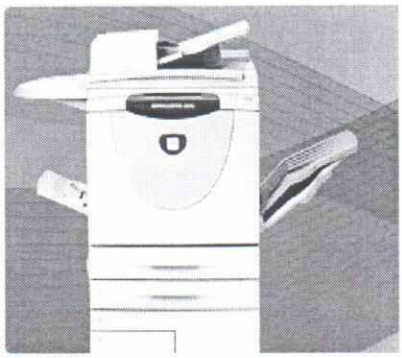
Authorized By: _____

231141

XEROX 985-L2 LEASE

PRICING

XEROX WORKCENTRE 5845P



WORKCENTRRE 5845PT & OFC 50FIN: Base unit up to 45pp, Includes 4 Trays, Bypass Tray, DADF, WC5745 Kit, Print Controller, Color Scanning

Price includes

Price includes 20,000 monthly impressions all excess prints at $.0091 each

Work Centre 5845APT	985-13-06002-5	
36 month term	$ 153.11	985-13-06002-6
Office Finisher	$ 18.98	985-13-06006-6
MONTHLY TOTAL	$172.09	

1,377.99
170.82
1548.81

TRADE IN SERIAL # WRR560088

Cash Price $ 6,195.24

780!

Contract Includes

- Delivery & Installation
- All supplies including staples, except paper

xerox

Capital Lease Versus Operating Lease Test
2013

Indicates calculated field
Mandatory Field
Complete if indicated in lease documentation

								1	2	3a	3b	4a	4b	
CC Date	Dept. No.	Lease / Property Schedule No.	Req. Number	Asset Module Asset ID No.	Lease Term Start Date	Model Description	Monthly Pymt Amount	Title Xfer at End of Lease? (Y/N)	Bargain Purchase Option? (Y/N)	Lease Term in Months	Est. Economic Useful Life in Months	Total Principal Pmts Over Lease Term	FMV of Leased Equip. at Lease Inception	Capital or Operating Lease? (Calculated Field)
1/29/2013	45	Auxiliary Court	228168	985-L2	1/29/2013	WC5745	$178.63	N	N	36	60	$6,430.68	$6,430.68	Capital Lease
1/29/2013	122	Hidalgo Co. Pct 2	229179	985-L2	1/29/2013	Canon IR-2525	$122.10	N	N	36	60	$4,395.60	$4,395.60	Capital Lease
2/26/2013	25	County Crt Law 5	230656	985-L2	2/26/2013	WC3550X	$93.48	N	N	36	60	$3,365.28	$3,365.28	Capital Lease
2/26/2013	170	Auditor Admin	229727	985-L2	2/26/2013	WC7530P	$291.43	N	N	36	60	$10,491.48	$10,491.48	Capital Lease
2/26/2013	170	Auditor Inter Audit	231055	985-L2	2/26/2013	WC5745P	$178.63	N	N	36	60	$6,430.68	$6,430.68	Capital Lease
3/4/2013	85	Public Defenders	231671	985-L2	3/4/2013	WC7120P	$233.38	N	N	36	60	$8,401.68	$8,401.68	Capital Lease
3/5/2013	170	AUDITOR	231447	985-L2	3/5/2013	WC5745PT	$178.63	N	N	36	60	$6,430.68	$6,430.68	Capital Lease
3/26/2013	350	WIC (28)	230709	985-L2	3/26/2013	iR1025N	$18.37	N	N	60	60	$1,102.20	$913.71	Capital Lease
3/26/2013	8	389th Dist. Court	230271	985-L2	3/26/2013	WC7120P	$244.59	N	N	36	60	$8,805.24	$8,805.24	Capital Lease
3/26/2013	9	398th Dist. Court	231600	985-L2	3/26/2013	WC7120P	$244.59	N	N	36	60	$8,805.24	$8,805.24	Capital Lease
3/26/2013	6	332nd Dist. Court	231141	985-L2	3/26/2013	WC5845P	$172.09	N	N	36	60	$6,195.24	$6,195.24	Capital Lease
								N	N		60	$0.00		

AI-37611 **9. L.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted For: Martha L. Salazar Submitted By: Vangie Garcia, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval to exercise the County's to extend the first (1st) of (two (2) options) for the following contract(s) for "Printing Services And Related Supplies" for Hidalgo County under the same rates, terms and conditions:

1. C-12-008-03-20-Gateway Printing;

2. C-12-008B-03-20-E.A. Stone Inc. d/b/a Gulf Data Products.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: VARIOUS

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

BUDGETARY IMPACT:

Purchases are on an as needed basis. Funds must be in place at time of purchase.
See exp report for possible funding source and availability of funds.

Attachments

Gateway Printing

Gulf Data Products

supplies

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/19/2013 11:08 AM
Budget & Management	Obdett Calzada	03/19/2013 12:37 PM
Rosalinda Cantu	Rosie Cantu	03/22/2013 08:46 AM
Auditor's Office	Angela Garcia	03/22/2013 04:03 PM
Purchasing Department	Marty Salazar	03/26/2013 04:01 PM

Form Started By: Vangie Garcia Started On: 03/11/2013 09:34 AM

Final Approval Date: 03/26/2013

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

March 8, 2013

Gateway Printing & Office Supply, Inc.
d/b/a Jones & Cook Stationers
Attn: Junior Cordero, Account Manager
315 S. Closner
Edinburg, Texas 78539

Via Certified Mail:
7099-3220-0002-9745-1383

Re: C-12-008-03-20-Printing Services And Related Supplies-Hidalgo County

Dear Mr. Cordero:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's sole option to exercise the first (1st) year of the two(2)-one(1) year renewal 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 **Tuesday, March 26, 2013** for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than **3:00 p.m., Wednesday, March 13, 2013 and or sooner**, via facsimile to (956) 956-318-2629 or email to: evangelina.garcia@co.hidalgo.tx.us so as to meet the agenda request form deadlines.

By: Junior Cordero Date: 3-12-13

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 (if applicable).

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-12-008-03-20

THIS CONTRACT is made and entered into this **20th Day** of **March**, **2012** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **GATEWAY PRINTING & OFFICE SUPPLY D/B/A JONES COOK STATIONERS, A TEXAS CORPORATION** ("Company").

WHEREAS, Company responded to advertised notices for bids for **"PRINTING SERVICES AND RELATED SUPPLIES"** 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 at **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 within **Hidalgo County** following a request for Services by the **Commissioners' Court** 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 **April 16, 2012** and ending on **April 15, 2013.** Hidalgo County at its sole discretion elect, to extend the term of this Contract for two (2) - one (1) year terms at the same rates, terms and conditions and may further extend this Contract 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 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** **1615 South Closner, Suite J** **Edinburg, Texas 78539**
If to Company	**Gateway Printing & Office Supply, Inc.** **d/b/a Jones Cook Stationers** **315 S. Closner** **Edinburg, Texas 78539**

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 day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. 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.

17. 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.

18. **Commitment of Current Revenues Only**. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon sixty (60) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. ' 271.903 (Vernon Supp. 1996).

WITNESS our hands in duplicate originals this 30 day of March, 2012.

COUNTY OF HIDALGO

By: Ramon Garcia
Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo Jr., County Clerk

COMPANY: GATEWAY Printing & OFFICE Supply, Inc

By: Junior Cordero

Printed Name: JUNIOR CORDERO

Title: Account MANAGER

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

By: _____
Stephen L. Crain

APPROVED BY COMMISSIONES COURT: 03/20/12

EXHIBIT "A"
REQUEST FOR BIDS (RFB)
PROCURMENT PACKET

PURCHASING DEPARTMENT
County Of Hidalgo

December 12, 2011

_____

_____

_____

Re: **HIDALGO COUNTY**
Request for Bids –**"Printing Services & Related Supplies"**
Bid No: 2012-008-01-04-MEG

Dear Gentleman/Ladies:

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

Enclosures

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

PURCHASING DEPARTMENT
County Of Hidalgo

REQUEST FOR BID (RFB)
CHECKLIST

HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
Bid No: 2012-008-01-04-MEG

1. Request for Bid Letter, consists of __1__ page.
2. Request for Bid, Legal Notice, consisting of __8__ pages.
3. Exhibit "A" Specifications consisting of __17__ pages.
4. Exhibit "B" Bid Page consisting of __11__ pages.
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. Certification Regarding Debarment, consisting of __1__ of page.
9. Draft Requirements Agreement, consisting of __8__ pages.

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, U.S. Mail or e-mail.

Thank you.

Martha L Salazar

Martha L. Salazar, CPPB
Purchasing Agent

December 12, 2011
Date

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

Bid No: 2012-008-01-04-MEG **Buyer: Elena Gomez Tel. No: (956) 318-2626 Ext. 4855**

REQUEST FOR BIDS

HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"

BID OPENING DATE:
JANUARY 04, 2012

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–"PRINTING SERVICES & RELATED SUPPLIES"** 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-2012-008-01-04-MEG HIDALGO COUNTY–"PRINTING SERVICES & RELATED SUPPLIES"** 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, JANUARY 04, 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 RFB-2012-008-01-04-MEG HIDALGO COUNTY–"PRINTING SERVICES & RELATED SUPPLIES".**

   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–"PRINTING SERVICES &**

RELATED SUPPLIES" 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	**JANUARY 04, 2012**
Award of Contract	_____, 2012
Commence Work or Deliver Products	_____, 2012

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
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.:2012-008-01-04-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
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

Hidalgo County is seeking to contract with a qualified vendor(s) to furnish "Printing Services & Related Supplies" in accordance with the specifications/requirements specified herein and including, but not limited to all provisions set forth in the accompanying documentation. Vendor shall furnish all materials and supplies necessary to execute the specifiedservices. These services will be on an "As Needed Basis".

Specifications:
Listed are minimum requirements and are intended to govern the general printing services, including all material necessary for a finished product, which Hidalgo County uses during the course of routine County business.

Samples/Demos/Proofs: Upon requesting, samples/demos and/or proofs shall be furnished to Hidalgo County at no additional cost, for approval prior to printing.

- **Samples:** Will be provided to Hidalgo County designee, prior to printing for approval by Department.
- **Proofs:** Must be supplied prior to printing at no additional cost to the Hidalgo County. The proof shall then be dated, signed by Hidalgo County and returned to vendor for printing.

Pick-up and Delivery Requirements: Successful bidder shall pick-up orders at Hidalgo County designated Department(s), if requested by Department and shall deliver all completed work to the address listed herein. Inside delivery locations will be stated on each Hidalgo County Purchase Order. Inside delivery shall be included in the bid price. If the vendor choices to transport by a third party delivery, it must be stated under the method of delivery.

Pricing: All pricing submitted shall be inclusive of all reproduction costs to produce a complete and ready to use product. Any costs associated with the following: additional set-up fees, change fees, typesetting fees or delivery fees must be included in the bid prices. Hidalgo County will not accept or pay additional costs such as mentioned above.

Paper Stock: Paper stock shall be the same or better stock quality as sample provided.

Packaging: Packaging of forms shall be boxed in quantities standard to the industry. All packages shall be marked with form number and Hidalgo County purchase order number on outside.

Sample Review: This printing includes various items and forms. Bidder shall assume sole responsibility for viewing these samples in order to submit a bid consistent with requirements of the County. Failure to do so may result in rejection of bid. Bidders are strongly encouraged to review the samples prior to submitting a bid. **Bidder wishing to view forms before submitting a bid may do so by requesting an appointment via E-mail to: Elena.gomez@co.hidalgo.tx.us.** Or by coming to the Pre-Bid Conference shown on the last page of this bid, when discrepancy occurs between specifications and sample, the sample shall prevail.

It is not necessary for bidders to submit bids for all sections to be considered for an award. However, bidder is expected to submit pricing for all items within each section that the bidder chooses to respond, in order to be considered for award for that particular section.

Over runs: Hidalgo County shall not pay for over-runs. Vendor is cautioned to provide only the quantity of print copies as stated on the Purchase Order. Any over-runs delivered to the County shall be considered as a donation and no additional fees will be allowed and/or paid.

CD –Samples of most of the printing forms will be provided to all bidders in a CD File for your review and consideration. Specifications: Listed are minimum requirements and are intended to govern the general printing services, including all material necessary for a finished product, which Hidalgo County uses during the course of routine County business.

General Requirements: The following are the minimum requirements and/or specifications that will be

acceptable by the County. Any bid that does not meet the minimum requirements and/or specifications will be rejected.

- Materials must be available for pick-up and/or delivery to the various locations in Hidalgo County during normal working hours, Monday through Friday
- All items must be shipped **F.O.B. INSIDE DELIVERY**
- If the vendor choices to transport by a third party delivery, it must be stated under the method of delivery on Exhibit B.
- All purchases will be on an **"As Needed Basis"**, there are no set quantities to be purchased.
- All products furnished under this RFB shall be warranted by the vendor to be free from defects and fit for the intended use.
- 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 shall be passed onto Hidalgo County.
- BID PAGE - Vendor must thoroughly fill in each section of the Bid Page (Exhibit "B") if applicable, for not applicable please type/write in **N/A** on the form. INCOMPLETE submittals shall be considered a probable cause for disqualification.
- Vendor should match the sample as much as possible

TERMS & CONDITIONS:

1. Term of contract is for one (1) year period with County's option to renew contract for additional two (2) one (1) year term under the same rates and conditions.

2. 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 Contracts and under cooperative purchasing participation when ever it is in the County's best interest to do so.

4. Hidalgo County reserves the right to add or delete items during the term of the contract under the same rates and conditions.

5. Any contract awarded to a successful bidder will be in effect until;
   a) The contract expires
   b) Delivery acceptance of products and/or performance of services ordered, or
   c) Terminated by County with thirty (30) days written notice prior to be cancellation.

6. Hidalgo County reserves the right to award the bid to MULTIPLE bidders if the County Determines it is in its best interest to do so.

7. Insurance requirements for this project to be maintained through out the contract term (Refer to limits on the Exhibit "C" for limits).

8. 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 advantage to the County.

9. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

10. After bid is awarded and low bidder s default s 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 shall charge the successful bidder the difference for any additional cost of such item

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
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

PRE-BID CONFERENCE

A pre-bid conference will be held on **Monday December 19, 2011 at 9:30 A.M.** In Hidalgo County Purchasing Department Conference Room located at 2802 South Business Hwy. 281, Edinburg, Texas. The purpose of the pre-bid conference is to answer any questions associated to the Specifications and/or Requirements or/and view the sample if necessary. It is the responsibility of the bidder to acquire all applicable data needed to submit a bonafide response. **ALL BIDDERS ARE ENCOURGED TO ATTEND THIS CONFERENCE.**

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, 2812 S. Business Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE TO (956) 292-7612 OR VIA E-MAIL TO Elena.gomez@co.hidalgo.tx.us by no later than Monday December 19, 2011 @ 5:00 P.M. Responses will be sent to all applicants via facsimile or e-mail by no later than Thursday December 22, 2011 @ 5:00 P.M.

	Description	Quantity	Special Instructions
	PURCHASING DEPARTMENT		
1	TERMS AND CONDITIONS PAPER: for PO's 28lbs paper printed in black on one side only	30,000 per order	

	Description	Quantity	Special Instructions
	ADULT PROBATION DEPARTMENT		
1	**Appointment Cards** - 8½" X 11" Page Size, black ink printing w/black ink logo, 6 cards per page, 110 lb. paper, double sided print cut into 6 cards	6,000 per year	
2	**Probationer Acknowledgment Form**- 8½" X 11" Page Size, Single sided print, black ink printing	2,000 per year	
3	**Initial Assessment Form** - Legal Size Paper 8½" x 14", Double sided print, black ink printing,	1,000 per year	
4	**Court Information Form** - 8½" X 11" Page Size, Double sided print, black ink printing	1,200 per year	
5	**Community Service Restitution ID Card** - 8½" X 11" Page Size, 110 lb. paper 4 cards per page, Black ink printing, double sided print, cut into 4 cards	4,000 per year	
6	**Court Notes** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
7	**Community Service Restitution Program Rules** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
8	**Authorization To Release Information** -8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
9	**Employment Search Forms** -8½" X 11" Page Size, single sided print, black ink printing	1,000 per year	
10	**Family History Information** -8½" X 11" Page Size, Double sided print, black ink printing	6,000 per year	
11	**Field Visit Log** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
12	**Gun Control Act** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
13	**Guidelines For Payment To The Acct. Dept.**- 8½" X 11" Page Size, Double sided print, black ink printing	6,000 per year	
14	**Home Visit Cards** - 8½" X 11" Page Size, Double sided print, black ink printing, 110 lb. paper, 6 cards per page, cut into 6 cards	1,000 per year	

EXHIBIT "A"
HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

15	**Intake Checklist** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
16	**Leave Request** - 8½" X 11" Page Size, single sided print, black ink printing (not cut)	2,000 per year	
17	**Intake Appt. Referral** -8½" X 11" Page Size, Double sided print, black ink printing	3,000 per year	
18	**Monthly Report (By Mail)** -8½" X 11" Page Size, Double sided print, black ink printing English/Spanish	3,000 per year	
19	**Monthly Report (In Person)** -8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
20	**Office Rules And Regulations** - 8½" X 11" Page Size, Double sided print, black ink printing	3,000 per year	
21	**Probationer Acknowledgment Form** -8½" X 11" Page Size, single sided print, black ink printing		
22	**Personal Data Form** - 8½" X 11" Page Size, Double sided print, black ink printing	2,000 per year	
23	**Probationer Monthly Report Sign-In-Ledger** -8½" X 11" Page Size, single sided print, black ink printing	1,000 per year	
24	**Payment Schedule** -8½" X 11" Page Size, Double sided print, black ink printing	1,500 per year	
25	**Receptionists' Slips** - 8½" X 11" Page Size, Double sided print, black ink printing, 8 slips per page, cut into 8 individual slips	1,000 per year	
26	**Records Control Unit Processing Checklist** - 8½" X 11" Page Size, single sided print, black ink printing (not cut)	3,000 per year	
27	**R.C.U. Intake File Tracking Form** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
28	**Referral Cards** - 8½" X 14" Legal Page Size, single sided print, black ink printing, 110 lb paper, Green in color, 9 cards per page, cut into 9 cards	1,000 per year	
29	**Reassessment Form** - 8½" X 14" Legal Page Size, Double sided print, black ink printing	1,000 per year	
30	**TCIC/NCIC Request** - 8½" X 11" Page Size, single sided print, black ink printing	500 per year	
31	**Sign-In Roster** - 8½" X 14" Legal Page Size, single sided print, black ink printing	500 per year	
32	**Scanning Checklist** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
33	**TEAS DPS Inquiry Log** -8½" X 11" Page Size, single sided print, black ink printing	4,000 per year	
34	**Telephone Message** - 8½" X 11" Page Size, single sided print, black ink printing, 4 messages per page, not cut	4,000 per year	
35	**Travel Permit Slips** - 8½" X 11" Page Size, Double sided print, black ink printing, 4 permits per page, not cut	3,000 per year	
36	**Telephone Log**- 8½" X 11" Page Size, single sided print, black ink printing	1,500 per year	
37	**Website Log** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
38	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with no window	4 boxes of 500	
39	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with window.	4 boxes of 500	
40	**Pre-Numbered Receipts** – 9 ½" x 11" Paper size, continuous feed paper, letters and numbers in red ink print	60,000 per year	Starting № AP 745406

EXHIBIT A

HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

	Description	Quantity	Special Instructions
	COUNTY AUDITORS OFFICE:		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, flat black ink print, watermark gray seal w/ light, dark gray and black shading 500 per ream	2 reams of 500	
2	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, flat, w/gray watermark seal 500 per ream	2 reams of 500	

	Description	Quantity	Special Instructions
	COUNTY CLERKS OFFICE:		
1	**Recreational Fishing Regulations Cards**-3½" X 2", Double sided print, black, blue, red, green ink, shading – light blue	1,000	
2	**Recreational Hunting Regulations Cards** - 3½" X 2", Double sided print, black, blue, red, green ink, shading – light blue	1,000	
3	**Business Cards** - - 3½" X 2", Blue and red ink Raised Lettering, w/ blue Raised Seal and lettering, Single sided print-500 per box, landscape layout		Logo will change
4	**Business Cards** - - 3½" X 2", Blue and red ink Raised Lettering, w/blue Raised Seal and lettering, Single sided print-500 per box, landscape layout		Logo will change
5	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue and red print, w/ blue flat print seal 500 per box, with window	40 boxes of 500 per box	Logo will change
6	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue and red print, w/ blue flat print seal 500 per box, plain with no window	40 boxes of 500 per box	Logo will change
7	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with window	40 boxes of 500 per box	Logo will change
8	**Letterhead Paper** - 8.5" X 11", #20 Fine quality White Bond Paper, one sided print, flat print blue/red ink, blue seal w/blue flat lettering, 500 per ream, Watermark seal	30 reams of 500 sheets	Logo will change
9	**Certificate Of Withdrawal From Business**-- 8.5" X 11", Black ink printing, blue border, Fine quality bond paper	10,500 ea	Will stay the same
10	**Assumed Name Certificate**- 8.5" X 11" Form, Black border, Black ink printing, Double sided print, fine quality bond paper	10,500 ea	Will stay the same
11	**Newly Wed Letter**-- 8.5" X 11", Fine quality bond paper, Blue/Red/Black ink, double sided, flat print with/watermark seal**** English & Spanish (front and Back)	10,000ea	Logo will change
12	**Scratch Pads** – 7" X 4 ¼" –Note pad,	500 pads of	
13	**Birth/Marriage Envelopes**- Custom Design, Printed gold ink one side , White crushed marble stock, Finished Size : 4" x 9.5" closed after printing , Folded and glued	6,000	
14	**Booklet Envelopes**--9½" x 12" Booklet Envelopes,28# White Stock, **With or without peel** and stick feature ,Printed two (2) color Special Window	6,000 per order	

	Description	Quantity	Special Instructions
	H.I.D.T.A. TASK FORCE:		
1	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised black print, w/gold raised ink seal 500 per box, with window	4 boxes of 500	
2	**Letterhead Paper** - -- 8.5" X 11", Fine quality paper, Raised lettering, black ink, gold raised seal 500 per ream	4 reams of 500	
3	**Business Cards** -3½" X 2", Black ink Raised print, w/ gold raised seal, Single sided print-500 per box, landscape layout	1 box of 500 Per each	9 people

4	**Mailing Labels** – 3"X4" flat print, black ink w/gold foil stamp, 500 per roll	Needed every other year	
5	**Vehicle Impoundment Report** - 8.5" X 11" Page size, 3-part NCR, Paper Sequence: White, Canary Yellow and Pink, black ink flat print, one sided print	500	
6	**Receipt For Forms** -8.5" X 11" Page size, 2-part NCR, Paper sequence: White and Canary Yellow, Black ink flat print, one sided print	500	
7	**Investigative File Jacket** – 9"X13" Page size, Light Blue Tag Board, Black ink front & back of front cover back page blank w/ two hole punch on top (centered)		
8	**Investigative File Jacket** – 9"X13" Page size, Canary Yellow Tag Board, Black ink front & back of front cover page only back page blank w/ two hole punch on top (centered)		
9	**Dividers Multi-Color** – 9"x11" - 8 Tab Dividers per set, labeled, Multi Color	400 sets purchase yearly	
10	**Name Plate** – Wood Base, w/Black, brass double mounted, w/2 seals , w/name and title	On as needed basis	

	Description	Quantity	Special Instructions
	HUMAN RESOURCES:		
1	**Business Cards** - - 3½" X 2", Blue ink Raised Lettering, w/ gold foil stamp w/blue Raised lettering, Single sided print-500 per box, landscape layout	500 per box	6 people/ 1 box per ea
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue, w/ gold foil stamp seal 500 per box, plain with no window	4 boxes of 500 ea box	
3	**Interview Worksheet** -- 8.5" X 11" Black ink printing, single sided	5,000 ea	
4	**Interview Selection Form**-- 8.5" X 11" Black ink printing, gold seal w/black lettering	5,000 ea	
5	**Letterhead Paper** -- 8.5" X 11", Fine quality bond paper, blue lettering w/ gold foil stamp w/blue lettering, w/watermark print, 500 per ream	20 reams of 500	
6	**Drainage District #1 Application** -- 8.5" X 11" page, White paper, double sided print, 2 sheet application, all black ink printing, minor gray shading	4,000 ea page	2 pages double sided print
7	**County Of Hidalgo Application**-- 8.5" X 11" Page, White Paper, double sided print, 2 sheet application, all black ink printing, minor gray shading	12,000 ea page	2 pages double sided print
8	**Sheriff Department Application** - - 8.5" X 11" Page, White Paper, Single sided print, all black ink printing, 10 pages,	10,000 ea page	
9	**Sick Leave Donation Form**-- 8.5" X 11" Page, black ink printing, Single sided print, 4,000	4,000	
10	**Hidalgo County Employee Manuals** - 8.5" X 11" Page, Single sided black ink print, w/clear plastic cover page front and back in blue paper, white plastic comb binding	3,500	158 page Manual w/Blue Cover Page front & back
11	**Hidalgo County Personnel Policy Manual**-8.5" X 11" Page, w/4 index tab dividers per book, double sided black print for 54 pages, single sided print for 54 pages	1,500	106 page manual w/ Tan Color Cover & Back Page

	Description	Quantity	Special Instructions
	JUVENILE JUSTICE CENTER		
1	LETTERHEAD PAPER - 8.5" X 11", #20 Fine quality White Bond Paper, one side print, flat print blue, foil gold seal w/ blue, flat lettering, 500 per ream	10 reams	Light Blue shading
2	VISITOR'S LABELS- 4 ¼" x 3 ⅓" White, Blue Flat Print, w/ Gold Foil Logo w/ blue lettering, 6 self peel labels per page		

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3	**MAILING LABELS**- 4 ¼" X 3 ½" White, blue Flat Print, w/ Gold Foil		
4	**Business Cards** - - 3½" X 2", Blue ink Raised Lettering, w/Blue and Gold Raised Seal w/ blue lettering, Single sided print-500 per box, landscape layout		
5	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue lettering, w/ foil gold seal w/blue flat lettering seal 500 per box, Plain no window envelope		
6	**Policy And Procedures Manual** - 8.5" X 11", 241 Sheets per book, w/Navy Blue 3 Ring Binder w/Clear Front, with 23 Tabs in each book		
7	**Annual Report** 8.5" X 11" White Bond Paper, w/Blue Flat Print on cover stock. Plastic comb binding, front and back black ink printing,		

	Description	Quantity	Special Instructions
	PLANNING DEPARTMENT:		
1	**Approved Application** – 5 ½" X 8 ½" –**Development** Permit Posted Cards: Florescent Lemon Color, 10 point thickness, **90lb card stock, white back**, Numbered, Black ink w/Gray Watermark Seal	Pct 1=2650 Pct 2= 300 Pct 3=2650 Pct 4=2650	Starting No. 9295 Starting No. 1356 Starting No. 12981 Starting No. 12453
2	**Receipt Books** - 5 ½" X 8 ½"-3-Part NCR, **20 lb Paper** Sequence White, Canary, Yellow & Pink, 50 pages per book 2 Receipts per page, Die cut (tear out receipt) Each page paper copy white- Customer Copy, Canary Copy – **Auditor's Copy** and Pink Copy – Office Copy	27 Books of 100/Receipts Per book	Starting № Precinct 1 RECEIPT № 1-187001-1
3	**Receipt Books** - 5 ½" X 8 ½"-3-Part NCR, **20 lb Paper** Sequence White, Canary, Yellow & Pink, 50 pages per book 2 Receipts per page, Die cut (tear out receipt) Ea paper copy white-Customer Copy, Canary Copy – Auditor's Copy and Pink Copy – Office Copy	66 Books of 100/Receipts Per book	Starting № Precinct 2 RECEIPT № 2-70980-2/4
4	**Receipt Books** - 5 ½" X 8 ½"-3-Part NCR, **20 lb Paper** Sequence White, Canary, Yellow & Pink, 50 pages per book 2 Receipts per page, Die cut (tear out receipt) Ea paper copy white-Customer Copy, Canary Copy – Auditor's Copy and Pink Copy – Office Copy	27 Books of 100/Receipts per book	Starting № Precinct 3 RECEIPT № 3-39701-3
5	**Culvert Installation Work Order**- 8.5" X 11", 4 Part NCR, Paper Sequence-White, Canary Yellow, Pink and Green, Pre-numbered, Routing White-Customer Copy, Canary Yellow-Auditor's Copy, Pink- Office Copy, Green-Permanent Copy	12 Books / 25 Work orders per bk	Pre-numbered Starting № 0002151

	Description	Quantity	Special Instructions
	TREASURER'S OFFICE:		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, flat GREEN ink print, foil gold seal w/ green flat lettering 500 per ream	1 ream of 500	
2	**Business Cards** - - 3½" X 2", GREEN ink Raised Lettering, w/ GREEN and Gold Raised Seal w/ GREEN lettering, Single sided print-250 per box, landscape layout	500 per box	
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat GREEN lettering, w/ GREEN and gold seal w/ GREEN flat lettering seal 500 per box, with window	25- boxes 500 per box	
4	**Large Window Envelope** 5 ½ x 8 ¾, 2 ¾" x 5 ½ " window ½" from left 5/8 from top on 20lb paper	5- boxes 500 per box	

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	Description	Quantity	Special Instructions
	TAX OFFICE		
	TAX ASSESSOR COLLECTOR		
1	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ **gold raised** stamp w/gold Raised lettering, Single sided print- landscape **layout-- glossy**	1000 per order	
2	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ gold raised stamp w/gold Raised lettering, Single sided print- landscape layout-	500 per order	
3	**Letterhead Paper** -- 8.5" X 11", Fine quality bond paper, **black lettering** w/ gray watermark seal w/picture in various stages of gray shade, 500 per ream	5000	
4	-8.5X11 Bou ppr,bnd, recy, rio bond plain paper WITH WATERMARK	100	
5	**Envelopes W/Logo #10 -** Size 4 ⅛" x 9 ½", **Standard Envelopes, flat black** and red print, w/ black flat print seal 500 per box, with window, IMPORTANT OPEN AT ONCE	1500	
6	**Envelopes W/Logo #9 -** Size 3 7/8 x 8 7/8" return **envelopes, flat black** print, w/ black flat print seal 500 per box, plain with no window	5000	
7	**Envelopes W/Logo #10 -** Size 4 ⅛" x 9 ½", Standard Envelopes, **flat black** print, w/ black flat print seal 500 per box, with NO window (TAX Assessor/Collector)	20,000 per order	
8	**Envelopes W/Logo #10 -** Size 4 ⅛" x 9 ½", **Standard Window**, rev flap, 24# ww, diagonal seam, gym seal printed	60,000 per order	
9	**Envelopes W/Logo #9 -** Size 1 1/8 x 3 ½ , Envelopes, **flat black print**, w/ black flat print seal with window	20,000 per order	
10	**Deputation Form:-** 8.5 x 11.14 Rio Grande Valley bond white 24 # **2/2 black & blue**	250	
11	**Self Inking and Rubber Stamps:** Please see attached (3-5 each at a time)	5	
12	**Envelope---4 1/8"** x 9 ½" standard envelope #10 flat **black print w/ black flat** print w/blk print seal with window	5000	
	AUTOMOBILE DEPT PLUS ALL SUBSTATIONS		
1	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ gold raised stamp w/gold Raised lettering, Single sided print- landscape layout-	500 per order	
2	**Letterhead Paper** -- 8.5" X 11", Fine quality bond **paper, black lettering** w/ gray watermark seal w/picture in various stages of gray shade, 500 per ream	5,000	
3	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, **flat black print**, w/ black flat print seal 500 per box, without windows (automobile License Dept)	7500	
4	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat **black print**, w/ black flat print seal 500 per box, with no window(Automobile License Dept)	50 bxs of 500	
5	**Envelopes W/Logo -** 10 ½"x7 ½" Double-prong **metal clasp w/reinforced** eyelets for a secure closure Brown Clasp Envelopes/ 100 per box w/ black **ink printing and black** ink seal	10 bxs of 100	
6	**Envelopes W/Logo -** 12 ½" x6 ½" brown envelopes **500 per box w/ black** ink printing and black ink seal w/gummed seal	10 bxs of 500	
7	**Deputation Cards-** 3.875 x 2.375 **index color** # 110 black	250	
8	**County Liquor Permit Rect:-** size 4 x 7.5 **NCR 3 part white, canary, pink #17 black**	150	50 per pack
9	**Refund Slips** size 7 x 3.25 off set , white 50# black **padding with chipboard**	3000 per order	

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	Description	Quantity	Special Instructions
	COMMISSIONER PRECINCT 3		
1	**Business Cards** -- 3½" X 2", Ink -**Black Raised Lettering, w/Gold** Foil Seal , Single sided print, portrait business **card layout**, 500 per each	1box of 500	9 people 1 box per ea/Portrait Card Layout
2	**Letterhead Paper** - 8.5" X 11", #20 **Fine quality Bond** White Linen Paper one sided print, raised blue ink print , gold foil stamp seal w/blue lettering, **500 sheets** per ream	2 boxes/ of 500	
3	**Letterhead Paper** – 8.5" X 11", Linen Paper	2 boxes/ of 500	
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", **Standard Envelopes**, flat Print, black ink and black ink seal 500 per box	2 boxes / Of 500	
5	**Landfill Form-** Legal Size Paper 8½" **x 14"** - **One sided** print, Black ink, 100 sheets per tablet, Portrait Top glue bind	50 Tablets of /100 sheets per	Glue Bind Top Tablet
6	**Parking Permit**- 3½" x 5 ½" Single **sided print, White paper** w/red lettering, glue bind top, 50 sheets per booklet	12 / 50 sheets per	**Glue Bind Top Booklet**

	Description	Quantity	Special Instructions
	139TH DISTRICT COURT:		
1	**Business Cards** - 3½" X 2", Black **ink Raised Lettering, w/Gold** Raised Seal , Single sided print, landscape layout	4 bxs. Of 500	
2	**Letterhead Paper** - 8.5" X 11", **#20 Fine quality** Bond Paper one sided print, flat black ink print , gold ink foil stamp **seal, 500 sheets** per ream	4 reams of 500	
3	**Order Of Release/Order Of Commitment – 8.5" X 11"** Paper Size, three (3) part NCR, Paper sequence all three parts **white paper, 1 page only** front and back print, 2nd and 3rd page front **only (same as page 1)**	2,000/3 part	Top Glue Bind
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", **Standard Envelopes**, raised Print, black ink and Gold for seal 500 per box	2 boxes of 500	

	Description	Quantity	Special Instructions
	206TH DISTRICT COURT:		
1	**Letterhead Paper** - 8.5" X 11", **#20 Fine quality** Bond **Paper,** one sided print, raised black ink print , seal raised **gold ink, 500** sheets per ream	2 reams of 500	
2	**Letterhead Paper** - 8.5" X 11" **25 % Cotton Paper**		
3	**Order Of Release/Order Of Commitment – 8.5" X 11"** Paper Size, three (3) part NCR, Paper sequence **all three parts white paper, 1 page only** front and back print, 2nd and 3rd page front **only (same as page 1)**	2,000/3 part	Top Glue Bind
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", **Standard Envelopes**, raised Print, black ink and Gold for seal 500 per box	2 boxes of 500	
5	**Juror's Handbook Pamphlets -17 ½" X 9", Flat Print Black Ink** – Double Sided, 4 fold pamphlet, Light Blue Paper	1,000	
6	**Business Cards** - 3½" X 2", Black **ink Raised Lettering, w/Gold** Raised Seal , Single sided print, landscape layout	1,000	
7	**Juror Tags** - 3½" x 2", Black flat **Print, Red Paper Stock, Laminated** w/thumb grip clip	14	

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	Description	Quantity	Special Instructions
	332TH DISTRICT COURT		
1	**Business Cards** - 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout	500 per order	
2	**Instructions to Jurors in Civil Cases** 5 ½ x 7" folded in half printed in black front and back in and out of	2000 per order	
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes flat black Print, and flat black ink for seal	2500 per order	
4	**Letterhead Paper** - 8.5" X 11" 25 % Cotton Paper- flat Print, black/gray ink	1000 per order	
5	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only 2nd page Yellow page and 3rd page in pink 2 hole punch on top	2500 per order	
6	**Order Of Referral For Mediation:** 8.5" X 11" 25 % Cotton Paper- Printed in front page in Black only	2000 per order	

	Description	Quantity	Special Instructions
	370TH DISTRICT COURT:		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print , gold ink foil stamp seal, 500 sheets per ream	1000 per order	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised Print, black ink and Gold for seal 500 per box	1000 per order	

	Description	Quantity	Special Instructions
	389TH DISTRICT COURT		
1	**Letterhead** 8.5" x 11" Cotton Paper		
2	**Business Cards** - 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout		
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Ink – Black and Red raised Print, black ink with Gold seal		
4	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only (same as page 1)		
5	**Certificate of Appreciation – Gold in Blk letters**		
6	**Juror's Handbook Pamphlets -17 ½" X 9"**, Flat Print Black Ink – Double Sided, 5 fold pamphlet, Light Yellow Paper		

	Description	Quantity	Special Instructions
	398th DISTRICT COURT		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, raised black and red ink print , seal raised gold	6 reams of 500	
2	**Letterhead Paper** - 8.5" X 11", 25% Cotton Paper		
3	**Business Cards** - 3½" X 2", **Ink -Black and Red Raised Lettering**, w/Gold Raised Seal , Single sided print, landscape layout	500 per box	5 people 1 bx per ea
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Ink – Black and Red raised Print, black ink with Gold seal	6 boxes of 500	
5	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only (same as page one)	3,000 3-Part	Top Glue Bind

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	Description	Quantity	Special Instructions
	430TH DISTRICT COURT		
1	**Letterhead** 8.5" x 11" Cotton Paper #20 Fine quality **Bond Paper**, one sided print, raised BLUE ink print , seal raised gold ink, 500 sheets per ream	1000	
2	**Business Cards** - 3½" X 2", BLUE ink **Raised** Lettering, **w/Gold** Raised Seal , Single sided print, landscape layout	500	
3	**Business Cards** - 3½" X 2", BLUE **ink Raised Lettering** in the front w/Gold Raised Seal , DOUBLE sided flat print in the back , landscape layout	500	
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", **Standard Envelopes, Ink** – Black and Red raised Print, black ink with Gold seal	1000	
5	**Juror's Handbook Pamphlets** -17 ½" X 9", Flat **Print Black Ink** – Double Sided, 5 fold pamphlet, Light BLUE Paper	500	

	Description	Quantity	Special Instructions
	CONSTABLE PRECINCT No 1		
1	**Business Cards** – 3 ½" x 2", Blue Ink, **w/Watermark Seal (twelve** individuals) Single sided flat print, Landscape layout	500 per box	12 people/ 1 box per each
2	**Field Contact Card** – Index Card 5" **x3",Black Ink, Double** sided flat print, white stock card	2,000	
3	**Building Check Card** – 4 ½" x 5 ½" – Black **Ink, Single sided flat** Print w/2 Logos (black ink) white stock card	500 ea	
4	**Warning Card** – 4 ½" x 5½" – Black **Ink, Single** Sided **flat Print w/2** Logos (black ink) Neon Orange Stock Card: **ADHESIVE BACK**	2,000	
5	**Notice/Aviso – Door Hanger Card 8 ½" x 3 ⅜" Black Ink,** Double Sided flat print (English one side/Spanish other side) Neon Yellow Card **Stock w/die cut**	5,000	
6	**Vehicle Impoundment** –Inventory Record – 7 ½" **x 5", 4 Part NCR,** Paper Color Sequence- White, Canary Yellow, Pink and Golden Rod, Black Ink, **Single Sided flat print,** 25 sheets per book	100 bks of 25 sheets per bk	
7	**Hidalgo County Constable Pct. 1 Warning Book** – 6" x 4 ¼" **-2** part white and canary yellow paper sequence, black ink single sided **flat print, 50 sheets** per book	200 bks of 50 pgs per bklt.	Top Glue Bind
8	**Ticket Book** – 5 ¼" x 7 ¾" – 4 Part NCR, **Paper Color Sequence-White,** canary yellow, pink and golden rod, double sided print, **black ink** flat print, **number sequence** in red ink, 50 sheets per book	200 books of 50 pages per bk	Starting # varies Top Bind
9	**Official Receipt For Constables Fees** – 3 **part NCR** – Paper **Color** Sequence – White, Canary Yellow, Pink, Black ink, single sided **flat print Number** Sequence **black** ink, three (3) Receipts per page, 100 sheets per book, Die cut (tear **out rcpt)**	10 books of 100 sheets per bk.	Starting Number varies Side Glue bind

	Description	Quantity	Special Instructions
	CONSTABLE PRECINCT No 2		
1	**Letterhead Paper** – 8.5" X 11", #20 **Bond Paper 92 Brightness** one sided print, flat Print, black/gray ink, watermark seal, 5,000 sheets **per box**	2 boxes of 5,000	
2	**Business Cards** – 3 ½" x 2", Black Card w/ Gold **Lettering w /Seal,** Single sided print, landscape layout	3 bxs of 1,000	
3	**Business Cards** - 3½" X 2", Black **ink Raised Lettering, w/Seal,** Single sided print, landscape layout	4 bxs of 1000	
4	**Envelopes W/Constable Logo** - Size 4 ⅛" x 9 ½", **Standard Envelopes,** Flat Print, Black Ink,	4 boxes of 500	

5	**Official Receipt For Constables Fees** – 3 part NCR – Paper Color Sequence – White, Canary Yellow, Pink, Black ink, **single sided flat print** Number Sequence black ink three (3) Receipts per page, 100 sheets per book, Die cut (tear out receipt)	20 books of 100 sheets per bk	Side Glue Bind
6	**Ticket Book** – 5 ¼" x 7 ¾" – 4 Part NCR, Paper Color Sequence- White, canary yellow, pink and golden rod, double sided print, black ink **flat print**, number sequence in red ink,	50 books of 20 sheets per bk	Top Bind
7	**Warning Flyers** - Size: 8 ½" x 11", Peel Stick, Neon Yellow, Black ink one sided flat print	4 boxes of 5,000	
8	**Advertencia Flyer**- Size 8 ½" x 11", Peel Stick, Limeade Green, Black ink one sided flat print	4 boxes of 5,000	

	Description	Quantity	Special Instructions
	CONSTABLE PRECINCT No. 3:		
1	**Letterhead Paper** – 8.5" X 11", **#20 Bond Paper 92** Brightness one sided print, flat Print, 2 Color Ink (Blue/Gold),w/seal (gold/blue), **500 sheets per ream**	4 reams per order	
2	**Notice/Aviso – Door Hanger Card** 8 ½" x 3 ¾" Black Ink, Double Sided flat print (English one side -Spanish other side) Neon Orange Card Stock w/die cut	2,000 per order	Double sided print English & Spanish
3	**Envelopes W/Constable Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Flat Print, 2 color ink Blue and Gold, 2 color seal (Blue and Gold 500 per box	4 bxs /500 per order	
4	**Vehicle Impoundment –Inventory Record** – 7 ½" x 5", 4 Part NCR, Paper Color Sequence- White, Canary Yellow, Pink and Golden Rod, **Black Ink**, Single Sided flat print, 25 sheets per book	80/25 per bk per order	
5	**Business Cards** - 3½" X 2", Blue and Gold ink Raised Lettering, w/Seal two colors blue/gold, Single sided print, 500 per box, **8 individuals**, landscape layout	250 per box per order	8 people/ 1 box per each
6	**Business Cards** - 3½" X 2", Blue and Gold ink Raised Lettering, w/Seal two colors blue/gold, Single sided print, landscape layout	2 boxes of 1000 per order	
7	**Warning Flyers** – Size 8 ½" x 11", Peel Stick, Neon Orange, Black Ink one sided flat print	750 sheets per order	
8	**Advertencia Flyers** – Size 8 ½" x 11", Peel Stick, Neon Limeade Green, Black Ink one sided flat print,	750 sheets per order	
9	**Warning Notice To Vacate** – Size 8½" x 11, Peel Stick, Neon Yellow, Black Ink one sided flat print,	750 sheets per order	
10	**Ticket Book** – 5 ¼" x 7 ¾" – 4 Part NCR, Paper Color Sequence- White, canary yellow, pink and golden rod, double sided print, black and red ink flat print, number sequence in red ink, 25 sheets per book,	40-booklets/ 25 sheets per bk per order	Starting № 6000 Top Glue Bind
11	**Official Receipt For Constables Fees** – 3 part NCR – Paper Color Sequence White, Canary Yellow, Pink, Black ink, single sided flat print Number Sequence black ink, three (3) Receipts per page, 100 sheets per book, Die cut (tear out receipt)		Starting Number 11162 Side Glue Bind

	Description	Quantity	Special Instructions
	PUBLIC DEFENDER'S OFFICE		
1	**Business Cards** - - 3½" X 2", Black ink Raised Lettering, w/ Raised Gold Seal and lettering, Single sided print-500 per box, landscape layout	19 boxes of 500	
2	**Letterhead Paper** - 8.5" X 11", #20 Fine quality White Bond Paper, one sided print, flat print blk, foil gold County seal	Ream of 500	
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat print blk, foil gold County seal with window envelope	box of 500	
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", White Wove , Standard Envelopes, flat print blk, Gold foil County seal without window	box of 500	

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	Description	Quantity	Special Instructions
	JUSTICE OF THE PEACE PRECINCT 1 PLACE 1:		
1	**Application For Birth Or Death Record-** 8½" X 11" Page size, Double sided print, black ink printing One side English other side Spanish		
2	**Magistrate's Warning -** 8½" X 11" Page Size, single sided print, black ink printing	1,000 ea pg	
3	**Community Hours Form-** 8½" X 11" Page Size single sided print, black ink printing	1,000 ea pg	
4	**Plaintiff's Original Petition Form -** 8½" X 11" Page Size, Single sided print, black ink printing 2 pages	1,000 ea pg	
5	**Instructions For Filing Suit Form -** - 8½" X 11" Page Size, Single sided print, black ink printing, 2 pages	1,000 ea pg	
6	**Driving Safety Course Request-** - 8½" X 11" Page Size, Single sided print, black ink printing, 1 page form 2nd page – Half page – print 2 times – Die cut on center of page	1,000 ea pg	
7	**Application For Emergency Commitment -**8½" X 11" Page Size, Single sided print, black ink printing, 4 page form	1,000 ea pg	
8	**Letterhead Paper -** 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print , 500 sheets per ream	1 ream of 500	
9	**Business Cards -** 3½" X 2", Blue and red ink, flat print, w/red watermark Seal and lettering, Single sided print-500 per box, landscape layout	2 boxes of 500	
10	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box, no window,	2 boxes of 500	
11	**Envelopes W/Logo - Size 4 ⅛"** x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box, with window	3 boxes of 500	
12	**Printed Envelope-** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink. 500 per box	3 Boxes of 500	
13	**Certificate Of Vital Record Paper –** Size 8.5"x11" Page Size, single sided print (PLEASE REFER TO SAMPLE) (NUMBERED)	1,000	
14	**Certificate Of Vital Record Paper –** Size - 8½" X 14" Legal Page, single sided print (PLEASE REFER TO SAMPLE) (NUMBERED)	1,000	

	Description	Quantity	Special Instructions
	DISTRICT ATTORNEY		
1	**Letterhead Paper -** 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print gold in foil w/Gold Raised Seal and lettering, stamp seal, 500 sheets per ream	5 boxes of 500	
2	**Manila Folder-** Special die cut end with printing	10,000	
3	**Business Cards -** 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal and lettering, Single sided print-500 per box, landscape layout	500 per box	
4	**Worthless Check Affidavit –** 2 part NCR, Paper color sequence white and pink, one sided flat print, black ink only	9000	
5	**Authorization For Medico legal Examination -** 8.5" X 11" Paper size, 3 Part NCR, Paper color sequence-White, Canary Yellow and Pink, Black ink printing, Single sided print	1,000	
6	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box, with window, (Checks Department)	10 boxes of 500	
7	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and gold foil seal 500 per box, with window, (Misdemeanor Department)	20 boxes of 500	
8	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink w/ gold foil seal 500 per box, no window	8 boxes of 500	
9	**Victim Impact Statement -** 8.5" X 11" Letter size paper, black ink print w/Gold Raised Seal and lettering seal, double sided print	5,000 per year	

10	**Checks Receipt** - 8.5" X 11" Letter size Paper, watermark gray seal and lettering, 2 receipts per page, Preferrded Cut	5,000	
11	**Check Writer Flyers** -8.5" X 11" Letter size paper, Canary Yellow Paper w/ white and red lettering on black background, Heavy weight paper, coated 80-110 lb. paper	500	
12	**Misdemeanor Complaints** - 8.5" X 11" Letter size paper,3-part NCR, Black ink printing, continuous feed	10,000	
13	**Criminal Manila Folders**- Legal Size, Folder Stock, End tab, ½ Cut Folders w/ black ink print, 1,000 per box… Felony	10 boxes of 1,000	

COUNTY COURT LAW #4 (Judge Fred Garza)			
	Description	**Quantity**	**Special Instructions**
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat BLUE ink print gold in foil stamp seal,	5000	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, BLUE ink w/ gold foil seal 500 per box, no window	1000	
3	**Business Cards** – 3 ½" x 2", BLUE Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout, 500 per box	1000	
4	**Certificate of Appreciation** – Gold in BLUE letters	5000	

COUNTY COURT # 6 (Judge Albert Garcia)			
	Description	**Quantity**	**Special Instructions**
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, raised BLUE ink print gold in foil stamp seal,	5000	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised Print, BLUE ink w/ gold foil seal 500 per box, no window	1000	
3	**Business Cards** – 3 ½" x 2", BLUE Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout, 500 per box	1000	

COUNTY COURT # 7 (Judge Rolando Cantu)			
	Description	**Quantity**	**Special Instructions**
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, Blk/Gold ink Raised Lettering, print gold in foil stamp seal,	5000	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Blk/Gold ink Raised Lettering,/ gold foil seal 500 per box, no window 25% cotton	1000	
3	**Business Cards** – 3 ½" x 2", Blk/Gold ink Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout, 500 per box	1000	

	Description	**Quantity**	**Special Instructions**
	DISTRICT CLERKS		
1	**Business Cards** – 3 ½" x 2", Brown and Orange Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout,	30 boxes 500 per box	1-9 persons/ 1 box
2	**Business Cards** – 3 ½" x 2", Brown and Orange Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout,	500 per box	1-9 people/1 box per each
3	**Envelopes W/Seal**- - Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, Black and Red ink and black ink seal, Light Blue Envelopes, With Window	120 boxes of 500	
4	Envelopes W/Seal Size 4" x 8 ⅝", Standard Envelopes, flat Print, black ink and watermark seal, Canary Yellow Envelopes. No Windows	120 boxes of 500	

	Description	Quantity	Special Instructions
	JAIL DEPARTMENT		
1	**Inmate Request Forms-** 8½" X 11" Page Size, Single sided print, black ink print, 3-Part NCR, All copies white paper, top binding	30,000 ea	
2	**Bail Bond Fee Refund Forms-** 8½" X 11" Page Size, Single sided print, black ink print, 3-Part NCR, Paper Color Sequence: White, Canary Yellow, Pink, 2-Hole Top Center Punch, With Number sequence in the upper right hand corner, top binding	300	

	Description	Quantity	Special Instructions
	LAW ENFORCEMENT		
1	**Administrative Action Form** – Size 8 ½" x 5", Single sided print, black ink print, 2-Part NCR, Paper color sequence: White, Canary Yellow, top glue	10,000	
2	**Evidence Cards** – 5" X 4¼" Card Stock, White Paper, Single sided print, Black ink	6,000	
3	**Evidence/Inventory Control Report** – Legal Size Paper, 8½" X 14" Page Size, Single sided print, black ink print, 3-Part NCR, Paper Color Sequence: White, Canary Yellow, Pink,	1,000	
4	**Civil And Warrants Writ Of Possession Notice** – Letter Size, 8½" X 11" Card Stock Single sided print, red ink print,	1,000	
5	**Name Placement Card 10" x 8"**- Beige card stock (FFCC66) Ink color dark brown (possibly 663300 or 330000), Score across center of card	500	
6	**Jr. Sheriff Badge Stickers-3"** Roll, black background with Gold Foil Seal	5,000 stickers	
7	**Child ID Card** – 8 ½" X 5½" Manila stock paper, 2 color dark blue (possibly 000033 or 000066) with seal gold/blue color w/double sided tape ½'x 2" back to Back printing, score across center of paper	5,000	
8	**Operation Child Safeguard Flyers** – 8½" X 11" Page Size, Eggshell Color Coated Paper, w/pictures, Red and black ink flat print, gold ink Logo	5,000	
9	**Recruitment Flyers** – 8½" X 11" Page Size, Eggshell color coated Paper, w/pictures, Red and black ink flat print, gold ink Logo w/ blue lettering, back to back printing, tri-fold (score)	5,000	
10	**Latent Fingerprint Index Card-**Size 3"x5", White, Black ink print, front side print	5,000	
11	**Latent Print Envelope – 6½" X 3 ½"**, White Envelope, Black Ink, One front side print	2,000	
12	**Official Photograph** – 3" X 2½", White Index Card Stock, Black ink, front side print	2,000	
13	**Envelope** – 5 ½" X 3¼", Manila Envelope, Black ink, front side print	3,000	
14	**Business Cards** –3 ½" x 2" 1 sided gold sheriff's emblem on the left hand side with black raised letters with room enough for each individual's name centered fax #, phone # and email address (cream linen)	1 box of 250	
15	**Business Cards** – 3 ½" x 2" 2 sided front and back-Front side gold sheriff's emblem on the left hand side with black raised letters with room enough for each individual's name centered fax #, phone # and email address Back side all black letters (cream linen)	1 box of 250	
16	**Citation Books Size 8 1/2" x 5"**, top binding (Perforated) Black ink print and red ink, 4 carbonless paper with each one having it's only individual printing in the back, (1st white paper with black and red ink, 2nd yellow paper with black and red ink, 3rd pink paper with black and red ink, and 4th paper blue paper with black and red ink. With Sheriff's logo (Blk) in the middle of each carbonless paper.	250	
17	**Time Earned/Absence Request Form- 8½" X 11"** Page Size, Single sided print, black ink print, 3-Part NCR, All copies white paper, top binding (Perforated) Paper Color Sequence: Green, Canary Yellow, Pink	5,000	
18	**Field Interview Cards 8½" X 5 1/2"** Page Size, double sided print, black ink print, Hidalgo County Sheriff's emblem on the upper left hand corner. (front) (back) SYNOPSIS: 13 LINES	5,000	
19	**Impound Books**– 8" x sheet top binding (Perforated) with a manila cover 8", Black Ink, 4 part carbonless sheets 1st is white, 2nd is yellow, 3rd pink, and 4th orange with no printing in the back	100	
20	**Maintenance Books**– 9" X 5 ½ ", 1st White carbonless paper, 2nd yellow paper, Black ink, front print top binding (Perforated)	250	

EXHIBIT "A"
HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

21	**Offense/Incident Reports-front and back** 8½" X 11" Page Size, White Paper, double sided print, Black ink	30,000	
22	**Offense Reports-Narrative** 8½" X 11" Page Size, White Paper, Single sided print, black ink print	40,000	
23	**Offense Reports-Property Reporting** 8½" X 11" Page Size, White Paper, double sided print, Black ink	10,000	
24	**Victim's Bill of Rights Pamphlet** 8 1/2 " x 5 3/4"- white card Ink color black to be folded (3) tri-fold (score)	5,000	
25	**Inmate Trust Receipt Book**---7.25 X 11 (4 up manifold Book/Numbered) 3 part carbonless (white, yellow, pink) NOTE 3rd. page without manifold Black 1-side, All parts the same 4 up receipt book, Repeat order sequential number.	200	
26	**DIC-24 Statutory Warning**--8.5 x 11, 15#cb white, 14.5#cf yellow carbonless paper, black ink 1 side, shrink wrap in 250's	100	
27	**DIC-25 Notice of Suspension** Temp. Driving Permit--8.5 x 11, 15#cb white, 14.5#cf yellow, carbonless paper, black ink 2 sides, shrink wrap in 250's	100	
28	**Motor Pool Service Request**--- 8 ½ x3 ¾ Blk lettering	1000	
29	**Motor Pool Service Request sticker**--- 4" x 2" Blk Lettering roll	1000	
30	**The State of Texas Statement of Elected/ Appointed Officer** ---8.5x11, 20# bond, reflex blue & black ink 1 side, pad in 100's shrink wrap in 500's	300	
31	**Deputation** : 8.5 x 14.24# bond, reflex blue and black ink on 2 sides, shrink wrap in 500's	300	
32	**Operation Child Safeguard** 17x22" Poster: Full Glossy Color	500	

	Description	Quantity	Special Instructions
	HEALTH AND HUMAN SERVICES		
1	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue, w/ blue flat print seal 500 per box, plain with no window	80 boxes of 500 per box	
2	**Letterhead Paper** -- 8.5" X 11", Fine quality bond paper, blue raised lettering w/ gold raised seal, 500 per ream	20 reams of 500	
3	**Receipt Books** - 8.5" X 11" Page Size, 3 receipts per page, 3 part NCR, Paper sequence White, Canary Yellow and Pink, all black ink print, 150 receipts per book, Numbered, 4 part tear out receipt (die cut)	130 books per year of 150 receipts per book	9 Different Number Sequence
4	**Application For On-Site Sewage Facilities**- 8½" X 11" Page Size, Two Part NCR, Black Ink Printing, Paper Color Sequence: White, Canary Yellow	2,000 per order	
5	**Technical Information For On-Site**-8½" X 11" Page Size, Two Part NCR, black ink printing, Paper color sequence: White, Canary Yellow,	2,000 per order	
6	**Authorization To Construction**-8½" X 11" Page Size, Two Part NCR, Black ink printing, Paper color sequence: White, Canary Yellow	2,000 per order	
7	**Soil Evaluation Report Information** 8½" X 11" Page Size, Blue color ink printing, Double sided print	2,000 per order	
8	**Food Service Inspection Report**8½" X 11" Page Size, Black ink printing, 3 Part NCR, Paper color sequence: White, Canary Yellow and Pink , Double Sided Print, w/multiple gray shading	2,000 per order	Shading/doubl e sided print
9	**On Site Sewage Inspection Report** - 8½" X 11" Page Size, Three Part NCR, Black ink printing, Paper color sequence: White, Canary Yellow and Pink	2,000 per order	
10	**Services Offered Pamphlet –English** - 8½" X 11" Page Size, Coated paper , offset printing, various color images, with black ink printing, tri-fold pamphlet, Light blue paper, double sided print	5,000 per order	
11	**Services Offered Pamphlet –Spanish** - 8½" X 11" Page Size, Coated paper , offset printing, various color images, with black ink printing, tri-fold pamphlet, Light blue paper, double sided print	5,000 per order	
12	**Keep Your Germs To Yourself-English**-8½" X 11" Page Size, Single sided print, green and black ink printing	1,000 per order	
13	**Contenga Sus Gérmenes-Spanish**-8½" X 11" Page Size, Single sided print, green and black ink printing	1,000 per order	
14	**Stop The Flu**-8½" X 11" Page Size, Single Sided Print, Black Ink Printing With/Yellow Highlight	1,000 per order	
15	**ALTO A LA GRIPE** -8½" X 11" Page Size, Single Sided Print, Black Ink Printing With Yellow Highlight	1,000 per order	

HIDALGO COUNTY
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

METHOD OF DELIVERY:

F.O.B. INSIDE DELIVERY _____

THIRD PARTY DELIVERY _____

Description	Estimated Quantity	Unit Price	Total Price
PURCHASING DEPARTMENT			
Terms and Conditions Printed	30,000 per order		

Description	Estimated Quantity	Unit Price	Total Price
ADULT PROBATION DEPARTMENT			
Appointment Cards	6,000 per year		
Probationer Acknowledgment Form	2,000 per year		
Initial Assessment Form	1,000 per year		
Court Information Form	1,200 per year		
Community Service Restitution ID Card	4,000 per year		
Court Notes	2,000 per year		
Community Service Restitution Program Rules	2,000 per year		
Authorization To Release Information	2,000 per year		
Employment Search Forms	1,000 per year		
Family History Information	6,000 per year		
Field Visit Log	2,000 per year		
Gun Control Act	3,000 per year		
Guidelines For Payment To The Acct. Dept.	6,000 per year		
Home Visit Cards	1,000 per year		
Intake Checklist	3,000 per year		
Leave Request	2,000 per year		
Intake Appt. Referral	3,000 per year		
Monthly Report (By Mail)	3,000 per year		
Monthly Report (In Person)	3,000 per year		
Office Rules And Regulations	3,000 per year		
Probationer Acknowledgment Form			
Personal Data Form	2,000 per year		
Probationer Monthly Report Sign-In-Ledger	1,000 per year		
Payment Schedule	1,500 per year		
Receptionists' Slips	1,000 per year		
Records Control Unit Processing Checklist	3,000 per year		
R.C.U. Intake File Tracking Form	3,000 per year		
Referral Cards	1,000 per year		
Reassessment Form -	1,000 per year		
TCIC/NCIC Request	500 per year		
Sign-In Roster	500 per year		
Scanning Checklist	3,000 per year		
TEAS DPS Inquiry Log	4,000 per year		

Telephone Message	4,000 per year		
Travel Permit Slips	3,000 per year		
Telephone Log-	1,500 per year		
Website Log	2,000 per year		
Envelopes W/Logo	4 boxes of 500		
Envelopes W/Logo	4 boxes of 500		
Pre-Numbered Receipts	60,000 per year		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY AUDITORS OFFICE:			
Letterhead Paper	500		
	1000		
Letterhead Paper	500		
	1000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY CLERKS OFFICE:			
Recreational Fishing Regulations Cards	1,000		
Recreational Hunting Regulations Cards	1,000		
Business Cards			
Business Cards			
Envelopes W/Logo with window	40 boxes of 500 per box		
Envelopes W/Logo with no window	40 boxes of 500 per box		
Envelopes W/Logo, with window	40 boxes of 500 per box		
Letterhead Paper	30 reams of 500 sheets		
Certificate Of Withdrawal From Business	10,500 ea		
Assumed Name Certificate	10,500 ea		
Newly Wed Letter	10,000ea		
Scratch Pads	500 pads of		
Birth/Marriage Envelopes	6,000		
Booklet Envelopes	6,000 per order		

Description	Estimated Quantity	Unit Price	Total Price
H.I.D.T.A. TASK FORCE:			
Envelopes W/Logo	4 boxes of 500		
Letterhead Paper	4 reams of 500		
Business Cards	1 box of 500 Per each		
Mailing Labels	Needed every other year		
Vehicle Impoundment Report	500		
Receipt For Forms	500		
Investigative File Jacket (Light Blue)	500		

Investigative File Jacket (Canary Yellow)	500		
Dividers Multi-Color	400 sets purchase yearly		
Name Plate	On as needed basis		

Description	Estimated Quantity	Unit Price	Total Price
HUMAN RESOURCES:			
Business Cards	500 per box		
Envelopes W/Logo	4 boxes of 500 ea box		
Interview Worksheet	5,000 ea		
Interview Selection Form	5,000 ea		
Letterhead Paper	20 reams of 500		
Drainage District #1 Application	4,000 ea page		
County Of Hidalgo Application	12,000 ea page		
Sheriff Department Application	10,000 ea page		
Sick Leave Donation Form	4,000		
Hidalgo County Employee Manuals	3,500		
Hidalgo County Personnel Policy Manual	1,500		

Description	Estimated Quantity	Unit Price	Total Price
JUVENILE JUSTICE CENTER			
Letterhead Paper	500		
	1000		
Visitor's Labels			
Mailing Labels			
Business Cards	500		
	1000		
Envelopes W/Logo	4 boxes of 500 ea box		
Policy And Procedures Manual	1000		
Annual Report	1000		

Description	Estimated Quantity	Unit Price	Total Price
PLANNING DEPARTMENT			
Approved Application	Pct 1=2650		
	Pct 2= 300		
	Pct 3=2650		
	Pct 4=2650		
Receipt Book	27 Books of 100/Receipts Per book		
Receipt Books -	66 Books of 100/Receipts Per book		
Receipt Books	27 Books of 100/Receipts		

	per book		
Culvert Installation Work Order---/25 Work orders per bk	12 Books		

Description	Estimated Quantity	Unit Price	Total Price
TREASURER'S OFFICE			
Letterhead Paper	1 ream of 500		
Business Cards	500 per box		
Envelopes W/Logo	25- boxes 500 per box		
Large Window Envelope	5- boxes 500 per box		

Description	Estimated Quantity	Unit Price	Total Price
TAX OFFICE			
Business Cards	1000 per order		
Business Cards	500 per order		
Letterhead Paper	5000		
Paper plain with WATERMARK 8.5X11Bou ppr,bnd, recy, rio bond	100		
Envelopes W/Logo #10	1500		
Envelopes W/Logo #9	5000		
Envelopes W/Logo #10	20,000 per order		
Envelopes W/Logo #10	60,000 per order		
Envelopes W/Logo #9	20,000 per order		
Deputation Form	250		
Self Inking and Rubber Stamps	5		
Envelope---4 1/8" x 9 ½"	5000		
AUTOMOBILE DEPT PLUS ALL SUBSTATIONS			
Business Cards	500 per order		
Letterhead Paper	5,000		
Envelopes W/Logo	7500		
Envelopes W/Logo	50 bxs of 500		
Envelopes W/Logo	10 bxs of 100		
Envelopes W/Logo	10 bxs of 500		
Deputation Cards- 3.875 x 2.375 index color # 110 black	250		
County Liquor Permit Rect:	150		
Refund Slips	3000 per order		

Description	Estimated Quantity	Unit Price	Total Price
COMMISSIONER PRECINCT 3			
Business Cards	1box of 500		
Letterhead Paper - 8.5" X 11", #20 Fine quality	2 boxes/ of 500		
Letterhead Paper – 8.5" X 11", Linen Paper	2 boxes/ of 500		
Envelopes W/Logo	2 boxes /of 500		

Landfill Form- Legal Size Paper	50 Tablets of /100 sheets per		
Parking Permit	12 / 50 sheets per		

Description	Estimated Quantity	Unit Price	Total Price
139TH DISTRICT COURT:			
Business Cards	4 bxs. Of 500		
Letterhead Paper	4 reams of 500		
Order Of Release/Order Of Commitment	2,000/3 part		
Envelopes W/Logo	2 boxes of 500		

Description	Estimated Quantity	Unit Price	Total Price
206TH DISTRICT COURT:			
Letterhead Paper #20 Fine quality Bond Paper	2 reams of 500		
Letterhead Paper - 8.5" X 11" 25 % Cotton Paper			
Order Of Release/Order Of Commitment	2,000/3 part		
Envelopes W/Logo	2 boxes of 500		
Juror's Handbook Pamphlets	1,000		
Business Cards	1,000		
Juror Tags	14		

Description	Estimated Quantity	Unit Price	Total Price
332TH DISTRICT COURT			
Business Cards	500 per order		
Instructions to Jurors in Civil Cases	2000 per order		
Envelopes W/Logo	2500 per order		
Letterhead Paper	1000 per order		
Order Of Release/Order Of Commitment	2500 per order		
Order Of Referral For Mediation:	2000 per order		

Description	Estimated Quantity	Unit Price	Total Price
370TH DISTRICT COURT			
Letterhead Paper	1000 per order		
Envelopes W/Logo	1000 per order		

Description	Estimated Quantity	Unit Price	Total Price
389TH DISTRICT COURT			
Letterhead	1000		
Business Cards	500		
Envelopes W/Logo	1000		
Order Of Release/Order Of Commitment	500		

Certificate of Appreciation	500		
Juror's Handbook Pamphlets	500		

Description	Estimated Quantity	Unit Price	Total Price
398th DISTRICT COURT			
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper,	6 reams of 500		
Letterhead Paper - 8.5" X 11", 25% Cotton Paper			
Business Cards	500 per box		
Envelopes W/Logo	6 boxes of 500		
Order Of Release/Order Of Commitment	3,000 3-Part		
Description	**Estimated Quantity**	**Unit Price**	**Total Price**
430TH DISTRICT COURT			
Letterhead	1000		
Business Cards	500		
Business Cards, DOUBLE sided print, landscape layout	500		
Envelopes W/Logo	1000		
Juror's Handbook Pamphlets -	500		

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 1			
Business Cards	500 per box		
Field Contact Card – Index Card	2,000		
Building Check Card	500 ea		
Warning Card	2,000		
Notice/Aviso – Door Hanger Card	5,000		
Vehicle Impoundment	100 books of 25 sheets per bk		
Hidalgo County Constable Pct. 1 Warning Book	200 books of 50 pages per bklt.		
Ticket Book	200 books of 50 pages per bk		
Official Receipt For Constables Fees	10 books of 100 sheets per bk.		

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 2			
Letterhead Paper	2 boxes of 5,000		
Business Cards – 3 ½" x 2", Black Card w/ Gold Lettering	3 bxs of 1,000		
Business Cards - 3½" X 2", Black ink Raised Lettering,	4 bxs of 1000		
Envelopes W/Constable Logo	4 boxes of 500		
Official Receipt For Constables Fees	20 books of 100 sheets per bk		

Ticket Book	50 books of 20 sheets per bk		
Warning Flyers	4 boxes of 5,000		
Advertencia Flyer	4 boxes of 5,000		

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No. 3:			
Letterhead Paper	4 reams		
Notice/Aviso – Door Hanger Card	5,000		
Envelopes W/Constable Logo	4 bxs /500		
Vehicle Impoundment	80/25 per bk		
Business Cards	250 per box		
Business Cards	2 boxes of 1000		
Warning Flyers	750 sheets		
Advertencia Flyers –	750 sheets		
Warning Notice To Vacate	750 sheets		
Ticket Book	40-booklets/ 25 sheets per bk		
Official Receipt For Constables Fees			
Notice/Aviso – Door Hanger Card	500		

Description	Estimated Quantity	Unit Price	Total Price
PUBLIC DEFENDER'S OFFICE			
Business Cards	19 boxes of 500		
Letterhead Paper - #20 Fine quality Bond Paper-Ivory	4 reams		
Envelopes W/Logo, window envelope	8 boxes of 500 ea		
Envelopes W/Logo Plain No window envelope	8 boxes of 500 ea		
Letterhead Paper - #20 Fine quality White Bond Paper	10 reams		
Visitor's Labels	10,000 sheets		
Mailing Labels	5,000 sheets		

Description	Estimated Quantity	Unit Price	Total Price
JUSTICE OF THE PEACE PRECINCT 1 PLACE 1			
Application For Birth Or Death Record			
Magistrate's Warning	1,000 ea page		
Community Hours Form	1,000 ea page		
Plaintiff's Original Petition Form	1,000 ea page		
Instructions For Filing Suit Form	1,000 ea page		
Driving Safety Course Request	1,000 ea page		
Application For Emergency Commitment	1,000 ea page		
Letterhead Paper	1 ream of 500		

Business Cards	2 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", no window,	2 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", with window	3 boxes of 500		
Printed Envelope	3 Boxes of 500		
Certificate Of Vital Record Paper – Size 8.5"x11"	1,000		
Certificate Of Vital Record Paper – Size - 8½" X 14	1,000		

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT ATTORNEY			
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper	20 boxes of 500		
Manila Folder- Special die cut end			
Business Cards - 3½" X 2"	2 boxes of 500		
Worthless Check Affidavit	10,000		
Authorization For Medico legal Examination	500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes, (Checks Department)	10 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes (Misdemeanor Department)	20 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard	8 boxes of 500		
Victim Impact Statement	5,000 per year		
Check Receipt	10,000		
Check Writer Flyers	3,000		
Misdemeanor Complaints	10,000		
Criminal Manila Folders- Legal Size, Folder Stock, End tab, ½ Cut Folders w/ black ink print, 1,000 per box	10 boxes of 1,000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT LAW #4 (JUDGE FRED GARZA)			
Letterhead Paper	5000		
Envelopes W/Logo	1000		
Business Cards	1000		
Certificate of Appreciation	5000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT # 6 (JUDGE ALBERT GARCIA)			
Letterhead Paper,	5000		
Envelopes W/Logo	1000		
Business Cards	1000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT #7 (JUDGE ROLANDO CANTU)			
Letterhead Paper	5000		
Envelopes W/Logo	1000		
Business Cards	1000		

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT CLERKS			
Business Cards	500 per box		
Business Cards	500 per box		
Envelopes W/Seal- With Window	1000		
Envelopes W/Seal , No Windows	1000		

Description	Estimated Quantity	Unit Price	Total Price
JAIL DEPARTMENT			
Inmate Request Forms-	30,000 ea		
Bail Bond Fee Refund Forms	300		

Description	Estimated Quantity	Unit Price	Total Price
LAW ENFORCEMENT			
Administrative Action Form	10,000		
Evidence Cards	11,000		
Evidence/Inventory Control Report	1,000		
Civil And Warrants Writ Of Possession Notice	1,000		
Name Placement Card	500		
Sheriff Badge Stickers	10,000 stickers		
Child ID Card	5,000		
Operation Child Safeguard Flyers	5,000		
Recruitment Flyer	5,000		
Latent Fingerprint Index Card	5,000		
Latent Print Envelope	2,000		
Official Photograph	2,000		
Envelope	3,000		
Business Cards –3 ½" x 2" 1 sided	1 box of 250		
Business Cards – 3 ½" x 2" 2 sided front and back	1 box of 250		
Citation Books	250		
Time Earned/Absence Request Form-	5,000		
Field Interview Cards	5,000		
Impound Books	100		
Maintenance Books–	250		
Offense/Incident Reports-front and back	30,000		

Offense Reports-Narrative	40,000		
Offense Reports-Property Reporting	10,000		
Victim's Bill of Rights Pamphlet	5,000		
Inmate Trust Receipt Book	200		
DIC-24 Statutory Warning	100		
DIC-25 Notice of Suspension Temp. Driving Permit	100		
Motor Pool Service Request	1000		
Motor Pool Service Request sticker	1000		
The State of Texas Statement of Elected/ Appointed Officer	300		
Deputation	300		
Operation Child Safeguard 17x22" Poster:	500		

Description	Estimated Quantity	Unit Price	Total Price
HEALTH AND HUMAN SERVICES			
Envelopes W/Logo	80 boxes of 500 per box		
Letterhead Paper	20 reams of 500		
Receipt Books	130 books per year of 150 receipts per book		
Application For On-Site Sewage Facilities	4,000 per year		
Technical Information For On-Site	4,000 per year		
Authorization To Construction-	4,000 per year		
Soil Evaluation Report Information	4,000 per year		
Food Service Inspection Report	6,000 to 8,000 yearly		
On Site Sewage Inspection Report	4,000 per year		
Services Offered Pamphlet –English	30,000 per year		
Services Offered Pamphlet –Spanish	30,000 per year		
Keep Your Germs To Yourself-English	30,000 per year		
Contenga Sus Gérmenes-Spanish	30,000 per year		
Stop The Flu	30,000 per year		
Alto A La Gripe	30,000 per year		

BIDDER'S INFORMATION

BIDDER/COMPANY NAME:_____

ADDRESS:_____

CITY/STATE/ZIP CODE:_____

PHONE NUMBER:_____

E-MAIL ADDRESS:_____

CELLULAR NUMBERS:_____

FAX NUMBER:_____

AUTHORIZED SIGNATURE:_____

PRINTED NAME:_____

TITLE:_____

DATE:_____

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services
(other than Professional 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 EXP (Any one person)	$
					PERSONAL & ADV INJURY	$
					GENERAL 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 OCCURRENCE	$
					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 06/20/2007

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:
Mailing/Postal Address: 2812 S. Business Hwy. 281
Physical Address: 2802 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. November 2005)
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, if different from above

Check appropriate box: ☐ Individual/ Sole proprietor ☐ Corporation ☐ Partnership ☐ Other ► ..... ☐ Exempt from backup withholding

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 Line 1 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
			–			–		

or

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. person (including a U.S. resident alien).

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 ►

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.

U.S. person. 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.

In 3 above, 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.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

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 recipient 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 28% of such payments (after December 31, 2002). This is called "backup withholding." Payments that may be subject to backup withholding include 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 4 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 regarding partnerships* on page 1.

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" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.

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" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business 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.

Exempt payees. Backup withholding is not required on any payments made to the following payees:

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 chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt recipients 1 through 7 [2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, 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-owner LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., 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.socialsecurity.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 ID Numbers under Related Topics. You can get Forms W-7 and SS-4 from the IRS by visiting *www.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. Writing "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 items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see *Exempt From Backup Withholding* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

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)	The grantor-trustee [3]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or single-owner LLC	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Sole proprietorship or single-owner LLC	The owner [3]
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. 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

[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 second name line. You may use either your SSN or EIN (if you have one). If you are a sole proprietor, IRS encourages you to use your SSN.

[4] List first and circle the name of the legal 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 regarding partnerships* on page 1.

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.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax 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. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

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 indicated 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 verify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-

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 **"PRINTING SERVICES AND RELATED SUPPLIES"** 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 at **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

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accordance with the Specifications within **Hidalgo County** following a request for Services by the **Commissioners' Court** 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 **February 16, 2012** and ending on **February 15, 2013.** Hidalgo County at its sole discretion elect the option to extend the contract for two (2) - one (1) year at the same rates, terms and conditions and may further extend 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 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

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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
1615 South Closner, Suite J
Edinburg, Texas 78539

DRAFT

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 day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. 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.

17. 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.

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WITNESS our hands in duplicate originals this_____ day of _____, 2012.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____

Arturo Guajardo Jr., County Clerk

COMPANY:_____

By:_____

Printed Name:_____

Title:_____

APPROVED BY COMMISSIONES COURT:_____

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

By:_____
Stephen L. Crain

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EXHIBIT "B"
VENDOR'S BID

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

METHOD OF DELIVERY:

F.O.B. INSIDE DELIVERY ✔ **GATEWAY**
THIRD PARTY DELIVERY _____

COMMODITY CODE PRINTING: 966

Description	PRICES Gateway
ADULT PROBATION DEPARTMENT	
Sign-In Roster	33.95

Description	PRICES Gateway
COUNTY CLERKS OFFICE:	
Recreational Fishing Regulations Cards	423.65
Recreational Hunting Regulations Cards	423.65
Business Cards DOUBLE SIDED	1530.00
Envelopes W/Logo with no window	1020.60
Certificate Of Withdrawal From Business	364.65
Special Window Envelopes	6121.50

Description	PRICES Gateway
H.I.D.T.A. TASK FORCE:	
Name Plate	49.00

Description	PRICES Gateway
JUVENILE JUSTICE CENTER	
Policy And Procedures Manual	337.60

Description	PRICES Gateway
TAX OFFICE	
Deputation Form	191.45
AUTOMOBILE DEPT PLUS ALL SUBSTATIONS	
Envelopes W/Logo	169.90

Description	PRICES Gateway
COMMISSIONER PRECINCT 3	
Letterhead Paper – 8.5" X 11", Linen Paper	136.40

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES Gateway
139TH DISTRICT COURT:	
Envelopes W/Logo	241.35

Description	PRICES Gateway
206TH DISTRICT COURT:	
Letterhead Paper #20 Fine quality Bond Paper	126.60
Envelopes W/Logo	170.00

Description	PRICES Gateway
389TH DISTRICT COURT	
Juror's Handbook Pamphlets	214.35

Description	PRICES Gateway
430TH DISTRICT COURT	
Business Cards, DOUBLE sided print, landscape layout	56.95
Envelopes W/Logo	169.35

Description	PRICES Gateway
CONSTABLE PRECINCT No 1	
Business Cards	38.50
Warning Card	179.85
Official Receipt For Constables Fees	227.95

Description	PRICES Gateway
CONSTABLE PRECINCT No 2	
Letterhead Paper	247.45

Description	PRICES Gateway
CONSTABLE PRECINCT No. 3:	
Warning Flyers	213.55
Advertencia Flyers –	213.55
Warning Notice To Vacate	213.55

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES
	Gateway
PUBLIC DEFENDER'S OFFICE	
Letterhead Paper - #20 Fine quality Bond Paper-Ivory	108.00
Envelopes W/Logo, window	680.00
Envelopes W/Logo Plain No window	680.00

Description	PRICES
	Gateway
DISTRICT ATTORNEY	
Worthless Check Affidavit	484.25

Description	PRICES
	Gateway
COUNTY COURT # 7 (JUDGE ROLANDO CANTU)	
Envelopes W/Logo	169.35

Description	PRICES
	Gateway
LAW ENFORCEMENT	
Civil And Warrants Writ Of Possession Notice	208.80
Envelope	228.95
Operation Child Safeguard 17x22" Poster:	580.25

Gate Way

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

METHOD OF DELIVERY:

F.O.B. INSIDE DELIVERY ✓

THIRD PARTY DELIVERY _____

Description	Estimated Quantity	Unit Price	Total Price
PURCHASING DEPARTMENT			
Terms and Conditions Printed	30,000 per order	.02016	604.70

Description	Estimated Quantity	Unit Price	Total Price
ADULT PROBATION DEPARTMENT			
Appointment Cards	6,000 per year	.01255	451.70
Probationer Acknowledgment Form	2,000 per year	.04953	99.05
Initial Assessment Form	1,000 per year	.09635	96.35
Court Information Form	1,200 per year	.09554	114.65
Community Service Restitution ID Card	4,000 per year	.0215	344.05
Court Notes	2,000 per year	.052	104.00
Community Service Restitution Program Rules	2,000 per year	.052	104.00
Authorization To Release Information	2,000 per year	.052	104.00
Employment Search Forms	1,000 per year	.03815	38.15
Family History Information	6,000 per year	.04127	247.60
Field Visit Log	2,000 per year	.05073	101.45
Gun Control Act	3,000 per year	.03938	118.15
Guidelines For Payment To The Acct. Dept.	6,000 per year	.03492	209.50
Home Visit Cards	1,000 per year	.028	169.00
Intake Checklist	3,000 per year	.03938	118.15
Leave Request	2,000 per year	.05073	101.45
Intake Appt. Referral	3,000 per year	.04735	142.05
Monthly Report (By Mail)	3,000 per year	.04735	142.05
Monthly Report (In Person)	3,000 per year	.03938	118.15
Office Rules And Regulations	3,000 per year	.04735	142.05
Probationer Acknowledgment Form	2,000 per year	.05073	101.45
Personal Data Form	2,000 per year	.06383	127.65
Probationer Monthly Report Sign-In-Ledger	1,000 per year	.05465	54.65
Payment Schedule	1,500 per year	.08733	131.00
Receptionists' Slips	1,000 per year	.01532	122.55
Records Control Unit Processing Checklist	3,000 per year	.03923	117.70
R.C.U. Intake File Tracking Form	3,000 per year	.03923	117.70
Referral Cards	1,000 per year	.01967	177.00
Reassessment Form -	1,000 per year	.0964	96.40
TCIC/NCIC Request	500 per year	.0315	31.15
Sign-In Roster	500 per year	.0679	33.95
Scanning Checklist	3,000 per year	.03938	118.15

OPENED
10:00
1/25/12
Witnessed

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

TEAS DPS Inquiry Log	4,000 per year	.03369	134.75
Telephone Message	4,000 per year	.06025	241.00
Travel Permit Slips	3,000 per year	.04845	145.35
Telephone Log-	1,500 per year	.06197	92.95
Website Log	2,000 per year	.05073	101.45
Envelopes W/Logo	4 boxes of 500	.06365	127.30
Envelopes W/Logo	4 boxes of 500	.06678	133.55
Pre-Numbered Receipts	60,000 per year		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY AUDITORS OFFICE:			
Letterhead Paper	500	.1689	84.45
Letterhead Paper	500	.1525	76.25

Description		Estimated Quantity	Unit Price	Total Price
COUNTY CLERKS OFFICE:				
Recreational Fishing Regulations Cards		1,000	.42365	423.65
Recreational Hunting Regulations Cards		1,000	.42365	423.65
Business Cards		30 boxes of 500 per order	51.00	1,530.00
Business Cards		2500 per order		228.75
Envelopes W/Logo with window		30 boxes of 500 per box	61.75	1852.50
Envelopes W/Logo with no window		30 boxes of 500 per box	34.02	1,020.60
Letterhead Paper		30 reams of 500 sheets	63.30	1,899.00
Certificate Of Withdrawal From Business		10,500 ea	.03473	364.65
Assumed Name Certificate		10,500 ea	.04994	524.40
Newly Wed Letter		10,000ea	.0692	691.95
Scratch Pads		500 pads of	.85	425.00
Birth/Marriage Envelopes		6,000	.29243	1754.55
Booklet Envelopes	with peel	6,000 per order	.39384	2363.04
	without peel	6,000 per order	.34461	2067.66
Special Window Envelopes		50,000	.12243	6121.50

OPENED
10:00
1/25/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
H.I.D.T.A. TASK FORCE:			
Envelopes W/Logo	4 boxes of 500	85.00	340.00
Letterhead Paper	4 reams of 500	63.30	253.20
Business Cards	1 box of 500 Per each	36.00	36.00
Mailing Labels	500 per order	149.95	149.95
Vehicle Impoundment Report	500	.3168	158.40
Receipt For Forms	500	.2279	113.95
Investigative File Jacket (Light Blue)	1000	NB	NB

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Investigative File Jacket (Canary Yellow)	1000	NB	NB
Dividers Multi-Color	400 sets yearly	NB	NB
Name Plate	On as needed basis	49.100	49.00

Description	Estimated Quantity	Unit Price	Total Price
HUMAN RESOURCES:			
Business Cards	500 per box	54.95	54.95
Envelopes W/Logo	4 boxes of 500 ea box	124.65	498.60
Interview Worksheet	5,000 ea	.03032	151.60
Interview Selection Form	5,000 ea	.0801	400.50
Letterhead Paper	20 reams of 500	85.15	1,703.00
Drainage District #1 Application	4,000 ea page	.13744	549.75
County Of Hidalgo Application	12,000 ea page		
Sheriff Department Application	10,000 ea page	.03548	4258.10
Sick Leave Donation Form	4,000	.03369	134.75

Description	Estimated Quantity	Unit Price	Total Price
JUVENILE JUSTICE CENTER			
Letterhead Paper	24 reams per order	31.96	767.04
Visitor's Labels 1 Roll of 1000	~~2 rolls of 500~~	239.00	239.00
Mailing Labels	1 roll of 5000	413.95	413.95
Business Cards	500	36.00	36.00
	1000	39.95	39.95
Envelopes W/Logo	20 boxes of 500 per order	25.72	514.40
Policy And Procedures Manual	10 per order	33.76	337.60
Annual Report	50 books per order	6.416	320.80

OPENED
10:00
1/05/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
PLANNING DEPARTMENT			
Approved Application	Pct 1=2650	N	B
	Pct 2= 300		
	Pct 3=2650		
	Pct 4=2650		
Receipt Book	27 Books	.34263	462.55
Receipt Books -	66 Books	.28294	933.20
Receipt Books	27 Books	.33293	449.45
Culvert Installation Work Order---/25 Work orders per bk	12 Books	.772	231.60

Description	Estimated Quantity	Unit Price	Total Price
TREASURER'S OFFICE			
Letterhead Paper	1 ream of 500		170.40

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Business Cards	500 per box	36.00	36.00
Envelopes W/Logo	5000 per order	.18366	918.30
Large Window Envelope	5000 per order	.32363	1618.15

Description	Estimated Quantity	Unit Price	Total Price
TAX OFFICE			
Business Cards	1000 per order	51.00	51.00
Business Cards	500 per order	36.00	36.00
Letterhead Paper	5000	.05816	290.80
Paper plain with WATERMARK 8.5X11 Bou ppr,bnd, recy, rio bond	100	.6315	63.15
Envelopes W/Logo #10	1500	.11777	176.65
Envelopes W/Logo #9	5000	.04848	242.40
Envelopes W/Logo #10	20,000 per order	.03439	687.85
Envelopes W/Logo #10	60,000 per order	.03252	1951.00
Envelopes W/Logo #9	20,000 per order	.07057	1411.30
Deputation Form	250	.7658	191.45
Envelope---4 1/8" x 9 ½"	5000	.05048	252.40
AUTOMOBILE DEPT PLUS ALL SUBSTATIONS			
Business Cards	500 per order	36.00	36.00
Letterhead Paper	5,000	.06842	342.10
Envelopes W/Logo	7500	.04653	348.95
Envelopes W/Logo	50 bxs of 500	19.80	990.00
Envelopes W/Logo	10 bxs of 100	16.99	169.90
Envelopes W/Logo	10 bxs of 500	.36139	1806.95
Deputation Cards- 3.875 x 2.375 index color # 110 black	250	.3306	82.65
County Liquor Permit Rect:	150	.6484	162.10
Refund Slips	3000 per order	.0389	116.70

OPENED
10:00
1/25/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
COMMISSIONER PRECINCT 3			
Business Cards	1box of 500	109.50	109.50
Letterhead Paper - 8.5" X 11", #20 Fine quality	2 boxes/ of 500	155.65	311.25
Letterhead Paper – 8.5" X 11", Linen Paper	2 boxes/ of 500	68.20	136.40
Envelopes W/Logo	2 boxes /of 500	93.00	186.00
Landfill Form- Legal Size Paper	50 Tablets of /100 sheets per	5.50	275.00
Parking Permit	12 / 50 sheets per	13.25	159.00

Description		Estimated Quantity	Unit Price	Total Price
139TH DISTRICT COURT:				
Business Cards	foil seal	4 bxs. Of 500	114.95	459.80

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

	ink seal	4 bxs. Of 500	36.00	144.00
Letterhead Paper		4 reams of 500	122.25	489.00
Order Of Release/Order Of Commitment		2,000/3 part	.33098	661.95
Envelopes W/Logo		2 boxes of 500	120.63	241.35

Description	Estimated Quantity	Unit Price	Total Price
206TH DISTRICT COURT:			
Letterhead Paper #20 Fine quality Bond Paper	2 reams of 500	63.30	126.60
Letterhead Paper - 8.5" X 11" 25 % Cotton Paper	2 reams of 500	44.95	89.90
Order Of Release/Order Of Commitment	2,000/3 part	.33098	661.95
Envelopes W/Logo	2 boxes of 500	85.00	170.00
Juror's Handbook Pamphlets	1,000	.21435	214.35
Business Cards	1,000	64.95	64.95
Juror Tags	14	NB	NB

Description	Estimated Quantity	Unit Price	Total Price
332TH DISTRICT COURT			
Business Cards	500 per order	36.00	36.00
Instructions to Jurors in Civil Cases	2000 per order	.068	136.00
Envelopes W/Logo	2500 per order	.05372	134.30
Letterhead Paper	1000 per order	.1073	107.30
Order Of Release/Order Of Commitment	2500 per order	.28512	712.80
Order Of Referral For Mediation:	2000 per order	.05668	113.35

Description	Estimated Quantity	Unit Price	Total Price
370TH DISTRICT COURT			
Letterhead Paper	1000 per order	.18725	187.75
Envelopes W/Logo	1000 per order	.16535	165.35

OPENED
10:00
1/25/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
389TH DISTRICT COURT			
Letterhead	1000 per order	126.55	126.55
Business Cards	1000 per order	39.95	39.95
Envelopes W/Logo	1000 per order	169.35	169.35
Order Of Release/Order Of Commitment	1000 per order	.37825	378.25
Certificate of Appreciation	1000 per order	.3804	380.40
Juror's Handbook Pamphlets	1000 per order	.21435	214.35

Description	Estimated Quantity	Unit Price	Total Price
398th DISTRICT COURT			

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper,	6 reams of 500	114.70	688.20
Letterhead Paper - 8.5" X 11", 25% Cotton Paper	6 reams of 500	185.00	185.00
Business Cards	500 per box	115.00	115.00
Envelopes W/Logo	6 boxes of 500	174.95	1,079.70
Order Of Release/Order Of Commitment	3,000 3-Part	.2163	648.90

Description	Estimated Quantity	Unit Price	Total Price
430TH DISTRICT COURT			
Letterhead	1000	126.55	126.55
Business Cards	500 Foil	125.00	125.00
	500 Ink	36.00	36.00
Business Cards, DOUBLE sided print, landscape layout	500	56.95	56.95
Envelopes W/Logo	1000	169.35	169.35
Juror's Handbook Pamphlets -	500	.3556	177.80

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 1			
Business Cards	500 per box	38.50	38.50
Field Contact Card – Index Card	2,000	.05968	119.35
Building Check Card	500 ea	.1398	69.90
Warning Card	2,000	.08993	179.95
Notice/Aviso – Door Hanger Card	5,000	.09739	486.95
Vehicle Impoundment	100 books	.17396	434.90
Hidalgo County Constable Pct. 1 Warning Book	200 books	.09398	939.75
Ticket Book	200 books	.14107	1410.65
Official Receipt For Constables Fees	20 books	.22795	227.95

OPENED
10:00
1/25/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 2			
Letterhead Paper	2 boxes of 5,000	.02475	247.45
Business Cards – 3 ½" x 2", Black Card w/ Gold Lettering	3 bxs of 1,000	142.25	426.75
Business Cards - 3½" X 2", Black ink Raised Lettering,	4 bxs of 1000	142.25	569.00
Envelopes W/Constable Logo	4 boxes of 500	30.99	123.96
Official Receipt For Constables Fees	3 books 50 sets per book	46.95	140.85
Ticket Book	50 books of 20 sheets per bk	6.06	303.00
Warning Flyers	4 boxes of 5,000	809.30	3237.20
Advertencia Flyer	4 boxes of 5,000	809.30	3237.20

Description	Estimated Quantity	Unit Price	Total Price

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

CONSTABLE PRECINCT No. 3:			
Letterhead Paper	4 reams	62.52	250.08
Notice/Aviso – Door Hanger Card	2,000	.14855	297.10
Envelopes W/Constable Logo	4 bxs /500	55.51	222.04
Vehicle Impoundment	80/25 per bk	.21653	433.05
Business Cards 2 color 500 per bx	~~250 per box~~	36.00	288.00
Business Cards	2 boxes of 1000	39.95	79.90
Warning Flyers	750 sheets	.28473	213.55
Advertencia Flyers –	750 sheets	.28473	213.55
Warning Notice To Vacate	750 sheets	.28473	213.55
Ticket Book	40-booklets/ 25 sheets per bk	18.21	728.40
Official Receipt For Constables Fees	50 sets per book 2 books	106.01	212.02

Description	Estimated Quantity	Unit Price	Total Price
PUBLIC DEFENDER'S OFFICE			
Business Cards	19 boxes of 500	36.00	684.00
Letterhead Paper - #20 Fine quality Bond Paper-Ivory	Ream of 500	108.00	108.00
Envelopes W/Logo, window envelope	8 boxes of 500 ea	85.00	680.00
Envelopes W/Logo Plain No window envelope	8 boxes of 500 ea	85.00	680.00

Description	Estimated Quantity	Unit Price	Total Price
JUSTICE OF THE PEACE PRECINCT 1 PLACE 1			
Magistrate's Warning	1,000 ea page	.0586	117.20
Community Hours Form	1,000 ea page	.0907	90.70
Plaintiff's Original Petition Form	1,000 ea page	.05695	113.90
Instructions For Filing Suit Form	1,000 ea page	.05695	113.90
Driving Safety Course Request	1,000 ea page	.12305	123.05
Application For Emergency Commitment	1,000 ea page	.1961 5	196.15
Letterhead Paper	1 ream of 500	70.40	70.40
Business Cards	2 boxes of 500	45.95	91.90
Envelopes W/Logo - Size 4 ⅛" x 9 ½", no window,	2 boxes of 500	45.27	90.54
Envelopes W/Logo - Size 4 ⅛" x 9 ½", with window	3 boxes of 500	31.23	93.69
Printed Envelope	3 Boxes of 500	37.32	111.96
Certificate Of Vital Record Paper – Size 8.5"x11"	1,000	NO BID	
Certificate Of Vital Record Paper – Size - 8½" X 14	1,000		

OPENED
10:00
1/25/12
Witnesse

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT ATTORNEY			
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper	5 boxes of 500	57.23	286.15
Manila Folder- Special die cut end	10,000	.3326	3325.95
Business Cards - 3½" X 2"	500 per box	36.00	36.00

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Worthless Check Affidavit	9000	.05381	484.25
Authorization For Medico legal Examination	1,000	.20355	203.55
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes, (Checks Department)	10 boxes of 500	37.30	373.00
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes (Misdemeanor Department)	20 boxes of 500	130.00	2,600.00
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard	8 boxes of 500	40.34	322.7
Victim Impact Statement	5,000 per year	.06827	341.35
Check Receipt	5,000	.05366	268.30
Check Writer Flyers	500	.3957	197.85
Misdemeanor Complaints	10,000	NB	NB
Criminal Manila Folders- Legal Size, Folder Stock, End tab, ½ Cut Folders w/ black ink print, 1,000 per box	10 boxes of 1,000	290.49	2904.90

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT LAW #4 (JUDGE FRED GARZA)			
Letterhead Paper	5000	.09892	494.60
Envelopes W/Logo	1000	.21525	215.25
Business Cards	1000	39.95	39.95
Certificate of Appreciation	5000	.42203	2110.15

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT # 6 (JUDGE ALBERT GARCIA)			
Letterhead Paper,	5000	126.55	632.75
Envelopes W/Logo	1000	169.35	169.35
Business Cards	1000	39.95	39.95

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT # 7 (JUDGE ROLANDO CANTU)			
Letterhead Paper	5000	126.55	632.75
Envelopes W/Logo	1000	169.35	169.35
Business Cards	1000	39.95	39.95

OPENED
10:00
1/25/10
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT CLERKS			
Business Cards	30 boxes 500 per bx	107.25	3217.50
Business Cards	500 per box	107.25	107.25
Envelopes W/Seal- With Window	120 boxes of 500	36.91	4429.20
Envelopes W/Seal , No Windows	120 boxes of 500	40.83	4899.60

Description	Estimated Quantity	Unit Price	Total Price

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

JAIL DEPARTMENT			
Inmate Request Forms-	30,000 ea	.25987	7796.05
Bail Bond Fee Refund Forms	300	.55067	165.20

Description	Estimated Quantity	Unit Price	Total Price
LAW ENFORCEMENT			
Administrative Action Form	10,000	.05931	593.65
Evidence Cards	6,000	.02362	141.70
Evidence/Inventory Control Report	1,000	.2305	230.50
Civil And Warrants Writ Of Possession Notice	1,000	.2088	208.80
Name Placement Card	500	.3211	160.55
Sheriff Badge Stickers	5,000 stickers	350.20	350.20
Child ID Card	5,000	.13298	664.90
Operation Child Safeguard Flyers	5,000	.10789	539.45
Recruitment Flyer	5,000	.15579	778.95
Latent Fingerprint Index Card	5,000	.03173	158.65
Latent Print Envelope	2,000	.06678	133.55
Official Photograph	2,000	.0597	119.40
Envelope	3,000	0.07632	228.95
Business Cards –3 ½" x 2" 1 sided	1 box of 250	57.25	57.25
Business Cards – 3 ½" x 2" 2 sided front and back	1 box of 250	71.25	71.25
Citation Books	25 per book 250 books	6.86	1715.00
Time Earned/Absence Request Form-	5,000	.26849	1342.45
Field Interview Cards	5,000	.04408	220.40
Impound Books	25 per book 100 books	5.14	514.00
Maintenance Books–	25 per bk 250 bks	3.16	790.00
Offense/Incident Reports-front and back	30,000	.02063	618.85
Offense Reports-Narrative	40,000	.01574	629.50
Offense Reports-Property Reporting	10,000	.02262	226.20
Victim's Bill of Rights Pamphlet	5,000	.081	405.00
Inmate Trust Receipt Book	50 sets per book 200	15.02	3004.00
DIC-24 Statutory Warning	100	.602	60.20
DIC-25 Notice of Suspension Temp. Driving Permit	100	.602	60.20
Motor Pool Service Request	1000	.08765	87.65
Motor Pool Service Request sticker	1000	82.00	82.00
The State of Texas Statement of Elected/ Appointed Officer	300	.36917	110.75
Deputation	300	.65967	197.60
Operation Child Safeguard 17x22" Poster:	500	1.1605	580.25

OPENED
10:00
1/25/12
Witnessed

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	Estimated Quantity	Unit Price	Total Price
HEALTH AND HUMAN SERVICES			
Envelopes W/Logo	15 boxes of 500 per box per order	20.60	309.00
Letterhead Paper	20 reams of 500	63.30	1,266.00
Receipt Books	as needed	N.B.	N.B.
Application For On-Site Sewage Facilities	2,000 per order	.12563	251.25
Technical Information For On-Site	2,000 per order	.12563	251.25
Authorization To Construction-	2,000 per order	.12563	251.25
Soil Evaluation Report Information	2,000 per order	.07688	153.75
Food Service Inspection Report	2,000 per order	.24013	480.25
On Site Sewage Inspection Report	2,000 per order	.17788	355.75
Services Offered Pamphlet –English	5,000 per order	.15689	784.45
Services Offered Pamphlet –Spanish	5,000 per order	.15689	784.45
Keep Your Germs To Yourself-English	1,000 per order	.1472	147.20
Contenga Sus Gérmenes-Spanish	1,000 per order	.1472	147.20
Stop The Flu	1,000 per order	.16425	164.25
Alto A La Gripe	1,000 per order	.16425	164.25

BIDDER'S INFORMATION

BIDDER/COMPANY NAME: Gateway Printing & Office Supply, Inc – Jones-Cook

ADDRESS: 315 So Closner

CITY/STATE/ZIP CODE: Edinburg, TX 78539

PHONE NUMBER: 956-383-3861

E-MAIL ADDRESS: gateway p.com

CELLULAR NUMBERS: 956-821-3126

FAX NUMBER: 956-383-4674

AUTHORIZED SIGNATURE: Junior Cordero

PRINTED NAME: JUNIOR CORDERO

TITLE: Account Manager

DATE: 1-24-12

OPENED
10:00
1/25/12
Witnessed

ACKNOWLEDGMENT OF BID SUBMITTED

EXHIBIT "C"
INSURANCE REQUIREMENTS

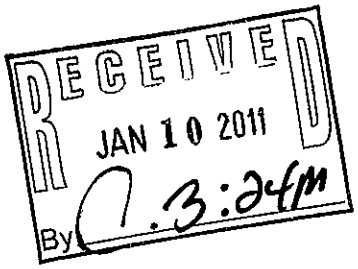
Additional Insured Copy

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE PART



INSURED:

GATEWAY PRINTING AND OFFICE
SUPPLY INC
315 S CLOSNER
EDINBURG TX 78539

1. WHO IS AN INSURED for "bodily injury" and "property damage" liability is amended to include the Additional Insured specified below but only with respect to liability arising out of your operations or premises owned by or rented to you.
2. The insurance does not apply to "bodily injury" or "property damage" liability arising out of the sole negligence of the Additional Insured named below.
3. We agree to notify the Additional Insured named below at the address stated below of any cancellation of, or material change to, this policy.

   Relationship of the Additional Insured to the Insured:

   ANY COVERAGE PROVIDED BY THIS ENDORSEMENT APPLIES ONLY TO DELIVERIES TO CERTHOLDER.

FEDERATED SERVICE INSURANCE COMPANY
Home Office
121 East Park Square
Owatonna, MN 55060
(507) 455-5200

Additional Insured Name and Address:

HIDALGO COUNTY
2802 S BUSINESS HWY 281
EDINBURG TX 78539

Includes copyrighted material of Insurance Services Office, Inc. with its permission.

Third Party Copy

#BWNDHBS
#CENTPRTOWATXXXX4#
HIDALGO COUNTY
2802 S BUSINESS HWY 281
EDINBURG, TX 78539

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY) 10/17/12

PRODUCER

FEDERATED MUTUAL INSURANCE COMPANY
Home Office: P.O. Box 328
Owatonna, MN 55060
Phone: 1-888-333-4949

OCT 29 2012

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 336-266-2

GATEWAY PRINTING AND OFFICE SUPPLY INC DBA
JONES AND COOK STATIONERS
315 S CLOSNER
EDINBURG TX 78539-4674

COMPANIES AFFORDING COVERAGE

COMPANY A: FEDERATED MUTUAL INSURANCE COMPANY OR FEDERATED SERVICE INSURANCE COMPANY

COMPANY B:

COMPANY C:

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	9421779	12/01/12	12/01/13	GENERAL AGGREGATE	$ 2,000,000
					PRODUCTS - COMP/OP AGG	$ 2,000,000
					PERSONAL & ADV INJURY	$ 1,000,000
					EACH OCCURRENCE	$ 1,000,000
					FIRE DAMAGE (Any one fire)	$ 100,000
					MED EXP (Any one person)	$
A	AUTOMOBILE LIABILITY [X] ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS [X] HIRED AUTOS [X] NON-OWNED AUTOS	9421779	12/01/12	12/01/13	COMBINED SINGLE LIMIT	$ 1,000,000
					BODILY INJURY (Per person)	$
					BODILY INJURY (Per accident)	$
					PROPERTY DAMAGE	$
	GARAGE LIABILITY ANY AUTO				AUTO ONLY - EA ACCIDENT	$
					OTHER THAN AUTO ONLY:	
					EACH ACCIDENT	$
					AGGREGATE	$
A	EXCESS LIABILITY [X] UMBRELLA FORM OTHER THAN UMBRELLA FORM	9421780	12/01/12	12/01/13	EACH OCCURRENCE	$ 2,000,000
					AGGREGATE	$ 2,000,000
						$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/ PARTNERS/EXECUTIVE OFFICERS ARE: [ ] INCL [ ] EXCL	9804084	12/01/12	12/01/13	[X] WC STATUTORY LIMITS [ ] OTHER	
					EL EACH ACCIDENT	$ 500,000
					EL DISEASE - POLICY LIMIT	$ 500,000
					EL DISEASE - EA EMPLOYEE	$ 500,000
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS
CERTIFICATEHOLDER IS AN ADDITIONAL INSURED FOR BUSINESS AUTO LIABILITY.

CERTIFICATE HOLDER

3362662

HIDALGO COUNTY
2802 S BUSINESS HWY 281
EDINBURG TX 78539

36

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 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

Jeffrey E. Retter
PRESIDENT

© ACORD CORPORATION 1988

Evangelina Garcia

From: Steve Crain [scrain@atlashall.com]
Sent: Monday, March 05, 2012 8:34 AM
To: 'Evangelina Garcia'
Subject: RE:

The contract is fine.

From: Evangelina Garcia [mailto:evangelina.garcia@co.hidalgo.tx.us]
Sent: Thursday, March 01, 2012 4:10 PM
To: 'Stephen L. Crain'
Cc: 'Marynel Trevino'; 'Martha Salazar'
Subject: FW:

Mr. Crain:
As per Marty's request, attached is the first of three contracts (multiple award) for your review as to form with the revision as requested.

Thank you

Vangie Y. Garcia, Contract's Manager
2802 S. Business Hwy. 281
New Administration Building
Edinburg, Texas 78539
(956) 292-7000-Extension 4856
email: evangelina.garcia@co.hidalgo.tx.us

From: Evangelina Garcia [mailto:evangelina.garcia@co.hidalgo.tx.us]
Sent: Wednesday, February 29, 2012 12:00 PM
To: 'Martha Salazar'
Subject:

Marty:
Attached for legal review as to form is the revised contract with Gateway Printing so as to proceed with an agenda item for March 13, 2012.

Thank you

Vangie Y. Garcia, Contract's Manager
2802 S. Business Hwy. 281
New Administration Building
Edinburg, Texas 78539
(956) 292-7000-Extension 4856
email: evangelina.garcia@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

March 9, 2013

Gulf Data Products
Attn: Kevin Kanipe, President
810 E. Harrison
Harlingen, Texas 78550

Via Email: gulfdata2@sbcglobal.net
Certified Mail:
7099-3220-0002-9745-1390

Re: C-12-008A-03-20-Printing Services And Related Supplies-Hidalgo County

Dear Mr. Kanipe :

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's sole option to exercise the first (1st) year of the two(2)-one(1) year renewal 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 **Tuesday, March 26, 2013** for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than **3:00 p.m., Wednesday, March 13, 2013 and or sooner,** via facsimile to (956) 956-318-2629 or email to: **evangelina.garcia@co.hidalgo.tx.us** so as to meet the agenda request form deadlines.

By: Kevin Kanipe Date: 3-13-13

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 if (applicable).

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-12-008B-03-20

THIS CONTRACT is made and entered into this **20th Day** of **March, 2012** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **E.A. STONE INC. D/B/A GULF DATA PRODUCTS, A TEXAS CORPORATION** ("Company").

WHEREAS, Company responded to advertised notices for bids for **"PRINTING SERVICES AND RELATED SUPPLIES"** 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 at **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 within **Hidalgo County** following a request for Services by the **Commissioners' Court** 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 term of one year effective **April 16, 2012** and ending on **April 15, 2013.** Hidalgo County at its sole discretion elect, to extend the term of this Contract for an additional two (2) - one (1) year terms at the same rates, terms and conditions and may further extend this Contract 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 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** **1615 South Closner, Suite J** **Edinburg, Texas 78539**
If to Company	**E.A. Stone Inc. d/b/a Gulf Data Products** **810 E. Harrison** **Harlingen, Texas 78550**

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 day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. 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.

17. 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.

18. **Commitment of Current Revenues Only**. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon sixty (60) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. ' 271.903 (Vernon Supp. 1996).

WITNESS our hands in duplicate originals this 30 day of March, 2012.

COUNTY OF HIDALGO

By: Ramon Garcia
Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo Jr., County Clerk

Approved by Commissioners' Court
on 3/20/12 RO

COMPANY: GULF DATA PRODUCTS

By: Kevin Kanipe

Printed Name: KEVIN KANIPE

Title: PRESIDENT

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

By: SLC

Stephen L. Crain

APPROVED BY COMMISSIONES COURT: 03/20/12

EXHIBIT "A"
REQUEST FOR BIDS (RFB)
PROCURMENT PACKET

PURCHASING DEPARTMENT
County Of Hidalgo

December 12, 2011

_____

_____

_____

Re: **HIDALGO COUNTY**
Request for Bids –**"Printing Services & Related Supplies"**
Bid No: 2012-008-01-04-MEG

Dear Gentleman/Ladies:

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

Enclosures

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

PURCHASING DEPARTMENT
County Of Hidalgo

REQUEST FOR BID (RFB)
CHECKLIST

HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
Bid No: 2012-008-01-04-MEG

1. **Request for Bid Letter, consists of 1 page.**
2. **Request for Bid, Legal Notice, consisting of 8 pages.**
3. **Exhibit "A" Specifications consisting of 17 pages.**
4. **Exhibit "B" Bid Page consisting of 11 pages.**
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. **Certification Regarding Debarment, consisting of 1 of page.**
9. **Draft Requirements Agreement, consisting of 8 pages.**

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, U.S. Mail or e-mail.

Thank you.

Martha L Salazar

Martha L. Salazar, CPPB
Purchasing Agent

December 12, 2011
Date

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

Bid No: 2012-008-01-04-MEG **Buyer: Elena Gomez Tel. No: (956) 318-2626 Ext. 4855**

REQUEST FOR BIDS

HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"

BID OPENING DATE:
JANUARY 04, 2012

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–"PRINTING SERVICES & RELATED SUPPLIES"** 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-2012-008-01-04-MEG HIDALGO COUNTY–"PRINTING SERVICES & RELATED SUPPLIES"** 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, JANUARY 04, 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 RFB-2012-008-01-04-MEG HIDALGO COUNTY–"PRINTING SERVICES & RELATED SUPPLIES".**

   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–"PRINTING SERVICES &**

RELATED SUPPLIES" 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	**JANUARY 04, 2012**
Award of Contract	_____, 2012
Commence Work or Deliver Products	_____, 2012

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
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.:2012-008-01-04-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
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

Hidalgo County is seeking to contract with a qualified vendor(s) to furnish "Printing Services & Related Supplies" in accordance with the specifications/requirements specified herein and including, but not limited to all provisions set forth in the accompanying documentation. Vendor shall furnish all materials and supplies necessary to execute the specifiedservices. These services will be on an "As Needed Basis".

Specifications:
Listed are minimum requirements and are intended to govern the general printing services, including all material necessary for a finished product, which Hidalgo County uses during the course of routine County business.

Samples/Demos/Proofs: Upon requesting, samples/demos and/or proofs shall be furnished to Hidalgo County at no additional cost, for approval prior to printing.

- **Samples:** Will be provided to Hidalgo County designee, prior to printing for approval by Department.
- **Proofs:** Must be supplied prior to printing at no additional cost to the Hidalgo County. The proof shall then be dated, signed by Hidalgo County and returned to vendor for printing.

Pick-up and Delivery Requirements: Successful bidder shall pick-up orders at Hidalgo County designated Department(s), if requested by Department and shall deliver all completed work to the address listed herein. Inside delivery locations will be stated on each Hidalgo County Purchase Order. Inside delivery shall be included in the bid price. If the vendor choices to transport by a third party delivery, it must be stated under the method of delivery.

Pricing: All pricing submitted shall be inclusive of all reproduction costs to produce a complete and ready to use product. Any costs associated with the following: additional set-up fees, change fees, typesetting fees or delivery fees must be included in the bid prices. Hidalgo County will not accept or pay additional costs such as mentioned above.

Paper Stock: Paper stock shall be the same or better stock quality as sample provided.

Packaging: Packaging of forms shall be boxed in quantities standard to the industry. All packages shall be marked with form number and Hidalgo County purchase order number on outside.

Sample Review: This printing includes various items and forms. Bidder shall assume sole responsibility for viewing these samples in order to submit a bid consistent with requirements of the County. Failure to do so may result in rejection of bid. Bidders are strongly encouraged to review the samples prior to submitting a bid. **Bidder wishing to view forms before submitting a bid may do so by requesting an appointment via E-mail to:** Elena.gomez@co.hidalgo.tx.us. Or by coming to the Pre-Bid Conference shown on the last page of this bid, when discrepancy occurs between specifications and sample, the sample shall prevail.

It is not necessary for bidders to submit bids for all sections to be considered for an award. However, bidder is expected to submit pricing for all items within each section that the bidder chooses to respond, in order to be considered for award for that particular section.

Over runs: Hidalgo County shall not pay for over-runs. Vendor is cautioned to provide only the quantity of print copies as stated on the Purchase Order. Any over-runs delivered to the County shall be considered as a donation and no additional fees will be allowed and/or paid.

CD –Samples of most of the printing forms will be provided to all bidders in a CD File for your review and consideration. Specifications: Listed are minimum requirements and are intended to govern the general printing services, including all material necessary for a finished product, which Hidalgo County uses during the course of routine County business.

General Requirements: The following are the minimum requirements and/or specifications that will be

acceptable by the County. Any bid that does not meet the minimum requirements and/or specifications will be rejected.

- Materials must be available for pick-up and/or delivery to the various locations in Hidalgo County during normal working hours, Monday through Friday
- All items must be shipped **F.O.B. INSIDE DELIVERY**
- If the vendor choices to transport by a third party delivery, it must be stated under the method of delivery on Exhibit B.
- All purchases will be on an **"As Needed Basis"**, there are no set quantities to be purchased.
- All products furnished under this RFB shall be warranted by the vendor to be free from defects and fit for the intended use.
- 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 shall be passed onto Hidalgo County.
- BID PAGE - Vendor must thoroughly fill in each section of the Bid Page (Exhibit "B") if applicable, for not applicable please type/write in N/A on the form. INCOMPLETE submittals shall be considered a probable cause for disqualification.
- Vendor should match the sample as much as possible

TERMS & CONDITIONS:

1. Term of contract is for one (1) year period with County's option to renew contract for additional two (2) one (1) year term under the same rates and conditions.

2. 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 Contracts and under cooperative purchasing participation when ever it is in the County's best interest to do so.

4. Hidalgo County reserves the right to add or delete items during the term of the contract under the same rates and conditions.

5. Any contract awarded to a successful bidder will be in effect until;
   a) The contract expires
   b) Delivery acceptance of products and/or performance of services ordered, or
   c) Terminated by County with thirty (30) days written notice prior to be cancellation.

6. Hidalgo County reserves the right to award the bid to MULTIPLE bidders if the County Determines it is in its best interest to do so.

7. Insurance requirements for this project to be maintained through out the contract term (Refer to limits on the Exhibit "C" for limits).

8. 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 advantage to the County.

9. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

10. After bid is awarded and low bidder s default s 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 shall charge the successful bidder the difference for any additional cost of such item.

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:

PRE-BID CONFERENCE

A pre-bid conference will be held on **Monday December 19, 2011 at 9:30 A.M.** In Hidalgo County Purchasing Department Conference Room located at 2802 South Business Hwy. 281, Edinburg, Texas. The purpose of the pre-bid conference is to answer any questions associated to the Specifications and/or Requirements or/and view the sample if necessary. It is the responsibility of the bidder to acquire all applicable data needed to submit a bonafide response. **ALL BIDDERS ARE ENCOURGED TO ATTEND THIS CONFERENCE.**

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, 2812 S. Business Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE TO (956) 292-7612 OR VIA E-MAIL TO Elena.gomez@co.hidalgo.tx.us by no later than Monday December 19, 2011 @ 5:00 P.M. Responses will be sent to all applicants via facsimile or e-mail by no later than Thursday December 22, 2011 @ 5:00 P.M.

	Description	Quantity	Special Instructions
	PURCHASING DEPARTMENT		
1	TERMS AND CONDITIONS PAPER: for PO's 28lbs paper printed in black on one side only	30,000 per order	

	Description	Quantity	Special Instructions
	ADULT PROBATION DEPARTMENT		
1	**Appointment Cards** - 8½" X 11" Page Size, black ink printing w/black ink logo, 6 cards per page, 110 lb. paper, double sided print cut into 6 cards	6,000 per year	
2	**Probationer Acknowledgment Form**- 8½" X 11" Page Size, Single sided print, black ink printing	2,000 per year	
3	**Initial Assessment Form** - Legal Size Paper 8½" x 14", Double sided print, black ink printing,	1,000 per year	
4	**Court Information Form** - 8½" X 11" Page Size, Double sided print, black ink printing	1,200 per year	
5	**Community Service Restitution ID Card** - 8½" X 11" Page Size, 110 lb. paper 4 cards per page, Black ink printing, double sided print, cut into 4 cards	4,000 per year	
6	**Court Notes** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
7	**Community Service Restitution Program Rules** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
8	**Authorization To Release Information** -8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
9	**Employment Search Forms** -8½" X 11" Page Size, single sided print, black ink printing	1,000 per year	
10	**Family History Information** -8½" X 11" Page Size, Double sided print, black ink printing	6,000 per year	
11	**Field Visit Log** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
12	**Gun Control Act** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
13	**Guidelines For Payment To The Acct. Dept.**- 8½" X 11" Page Size, Double sided print, black ink printing	6,000 per year	
14	**Home Visit Cards** - 8½" X 11" Page Size, Double sided print, black ink printing, 110 lb. paper, 6 cards per page, cut into 6 cards	1,000 per year	

15	**Intake Checklist** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
16	**Leave Request** - 8½" X 11" Page Size, single sided print, black ink printing (not cut)	2,000 per year	
17	**Intake Appt. Referral** -8½" X 11" Page Size, Double sided print, black ink printing	3,000 per year	
18	**Monthly Report (By Mail)** -8½" X 11" Page Size, Double sided print, black ink printing English/Spanish	3,000 per year	
19	**Monthly Report (In Person)** -8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
20	**Office Rules And Regulations** - 8½" X 11" Page Size, Double sided print, black ink printing	3,000 per year	
21	**Probationer Acknowledgment Form** -8½" X 11" Page Size, single sided print, black ink printing		
22	**Personal Data Form** - 8½" X 11" Page Size, Double sided print, black ink printing	2,000 per year	
23	**Probationer Monthly Report Sign-In-Ledger** -8½" X 11" Page Size, single sided print, black ink printing	1,000 per year	
24	**Payment Schedule** -8½" X 11" Page Size, Double sided print, black ink printing	1,500 per year	
25	**Receptionists' Slips** - 8½" X 11" Page Size, Double sided print, black ink printing, 8 slips per page, cut into 8 individual slips	1,000 per year	
26	**Records Control Unit Processing Checklist** - 8½" X 11" Page Size, single sided print, black ink printing (not cut)	3,000 per year	
27	**R.C.U. Intake File Tracking Form** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
28	**Referral Cards** - 8½" X 14" Legal Page Size, single sided print, black ink printing, 110 lb paper, Green in color, 9 cards per page, cut into 9 cards	1,000 per year	
29	**Reassessment Form** - 8½" X 14" Legal Page Size, Double sided print, black ink printing	1,000 per year	
30	**TCIC/NCIC Request** - 8½" X 11" Page Size, single sided print, black ink printing	500 per year	
31	**Sign-In Roster** - 8½" X 14" Legal Page Size, single sided print, black ink printing	500 per year	
32	**Scanning Checklist** - 8½" X 11" Page Size, single sided print, black ink printing	3,000 per year	
33	**TEAS DPS Inquiry Log** -8½" X 11" Page Size, single sided print, black ink printing	4,000 per year	
34	**Telephone Message** - 8½" X 11" Page Size, single sided print, black ink printing, 4 messages per page, not cut	4,000 per year	
35	**Travel Permit Slips** - 8½" X 11" Page Size, Double sided print, black ink printing, 4 permits per page, not cut	3,000 per year	
36	**Telephone Log**- 8½" X 11" Page Size, single sided print, black ink printing	1,500 per year	
37	**Website Log** - 8½" X 11" Page Size, single sided print, black ink printing	2,000 per year	
38	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with no window	4 boxes of 500	
39	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with window,	4 boxes of 500	
40	**Pre-Numbered Receipts** – 9 ½" x 11" Paper size, continuous feed paper, letters and numbers in red ink print	60,000 per year	Starting № **AP 745406**

HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
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	Description	Quantity	Special Instructions
	COUNTY AUDITORS OFFICE:		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, flat black ink print, watermark gray seal w/ light, dark gray and black shading 500 per ream	2 reams of 500	
2	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, flat, w/gray watermark seal 500 per ream	2 reams of 500	

	Description	Quantity	Special Instructions
	COUNTY CLERKS OFFICE:		
1	**Recreational Fishing Regulations Cards**-3½" X 2", Double sided print, black, blue, red, green ink, shading – light blue	1,000	
2	**Recreational Hunting Regulations Cards** - 3½" X 2", Double sided print, black, blue, red, green ink, shading – light blue	1,000	
3	**Business Cards** - - 3½" X 2", Blue and red ink Raised Lettering, w/ blue Raised Seal and lettering, Single sided print-500 per box, landscape layout		Logo will change
4	**Business Cards** - - 3½" X 2", Blue and red ink Raised Lettering, w/blue Raised Seal and lettering, Single sided print-500 per box, landscape layout		Logo will change
5	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue and red print, w/ blue flat print seal 500 per box, with window	40 boxes of 500 per box	Logo will change
6	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue and red print, w/ blue flat print seal 500 per box, plain with no window	40 boxes of 500 per box	Logo will change
7	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with window	40 boxes of 500 per box	Logo will change
8	**Letterhead Paper** - 8.5" X 11", #20 Fine quality White Bond Paper, one sided print, flat print blue/red ink, blue seal w/blue flat lettering, 500 per ream, Watermark seal	30 reams of 500 sheets	Logo will change
9	**Certificate Of Withdrawal From Business**-- 8.5" X 11", Black ink printing, blue border, Fine quality bond paper	10,500 ea	Will stay the same
10	**Assumed Name Certificate**- 8.5" X 11" Form, Black border, Black ink printing, Double sided print, fine quality bond paper	10,500 ea	Will stay the same
11	**Newly Wed Letter**-- 8.5" X 11", Fine quality bond paper, Blue/Red/Black ink, double sided, flat print with/watermark seal**** English & Spanish (front and Back)	10,000ea	Logo will change
12	**Scratch Pads** – 7" X 4 ¼" –Note pad,	500 pads of	
13	**Birth/Marriage Envelopes**- Custom Design, Printed gold ink one side , White crushed marble stock, Finished Size : 4" x 9.5" closed after printing , Folded and glued	6,000	
14	**Booklet Envelopes**--9½" x 12" Booklet Envelopes,28# White Stock, **With or without peel** and stick feature ,Printed two (2) color Special Window	6,000 per order	

	Description	Quantity	Special Instructions
	H.I.D.T.A. TASK FORCE:		
1	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised black print, w/gold raised ink seal 500 per box, with window	4 boxes of 500	
2	**Letterhead Paper** - -- 8.5" X 11", Fine quality paper, Raised lettering, black ink, gold raised seal 500 per ream	4 reams of 500	
3	**Business Cards** -3½" X 2", Black ink Raised print, w/ gold raised seal, Single sided print-500 per box, landscape layout	1 box of 500 Per each	9 people

4	**Mailing Labels** – 3"X4" flat print, black ink w/gold foil stamp, 500 per roll	Needed every other year	
5	**Vehicle Impoundment Report** - 8.5" X 11" Page size, 3-part NCR, Paper Sequence: White, Canary Yellow and Pink, black ink flat print, one sided print	500	
6	**Receipt For Forms** -8.5" X 11" Page size, 2-part NCR, Paper sequence: White and Canary Yellow, Black ink flat print, one sided print	500	
7	**Investigative File Jacket** – 9"X13" Page size, Light Blue Tag Board, Black ink front & back of front cover **back page blank** w/ two hole punch on top (centered)		
8	**Investigative File Jacket** – 9"X13" Page size, Canary Yellow Tag Board, Black ink front & back of front cover page only **back page blank** w/ two hole punch on top (centered)		
9	**Dividers Multi-Color** – 9"x11" - 8 Tab Dividers per set, labeled, Multi Color	400 sets purchase yearly	
10	**Name Plate** – Wood Base, w/Black, brass double mounted, w/2 seals , w/name and title	On as needed basis	

	Description	Quantity	Special Instructions
	HUMAN RESOURCES:		
1	**Business Cards** - - 3½" X 2", Blue ink Raised Lettering, w/ gold foil stamp w/blue Raised lettering, Single sided print-500 per box, landscape layout	500 per box	6 people/ 1 box per ea
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue, w/ gold foil stamp seal 500 per box, plain with no window	4 boxes of 500 ea box	
3	**Interview Worksheet** -- 8.5" X 11" Black ink printing, single sided	5,000 ea	
4	**Interview Selection Form**-- 8.5" X 11" Black ink printing, gold seal w/black lettering	5,000 ea	
5	**Letterhead Paper** -- 8.5" X 11", Fine quality bond paper, blue lettering w/ gold foil stamp w/blue lettering, w/watermark print, 500 per ream	20 reams of 500	
6	**Drainage District #1 Application** -- 8.5" X 11" page, White paper, double sided print, 2 sheet application, all black ink printing, minor gray shading	4,000 ea page	2 pages double sided print
7	**County Of Hidalgo Application**-- 8.5" X 11" Page, White Paper, double sided print, 2 sheet application, all black ink printing, minor gray shading	12,000 ea page	2 pages double sided print
8	**Sheriff Department Application** - - 8.5" X 11" Page, White Paper, Single sided print, all black ink printing, 10 pages,	10,000 ea page	
9	**Sick Leave Donation Form**-- 8.5" X 11" Page, black ink printing, Single sided print, 4,000	4,000	
10	**Hidalgo County Employee Manuals** - 8.5" X 11" Page, Single sided black ink print, w/clear plastic cover page front and back in blue paper, white plastic comb binding	3,500	158 page Manual w/Blue Cover Page front & back
11	**Hidalgo County Personnel Policy Manual**-8.5" X 11" Page, w/4 index tab dividers per book, double sided black print for 54 pages, single sided print for 54 pages	1,500	106 page manual w/ Tan Color Cover & Back Page

	Description	Quantity	Special Instructions
	JUVENILE JUSTICE CENTER		
1	**LETTERHEAD PAPER** - 8.5" X 11", #20 Fine quality White Bond Paper, one side print, flat print blue, foil gold seal w/ blue, flat lettering, 500 per ream	10 reams	Light Blue shading
2	**VISITOR'S LABELS**- 4 ¼" x 3 ¼" White, Blue Flat Print, w/ Gold Foil Logo w/ blue lettering, 6 self peel labels per page		

3	**MAILING LABELS-** 4 ¼" X 3 ¼" White, blue Flat Print, w/ Gold Foil		
4	**Business Cards - -** 3½" X 2", Blue ink Raised Lettering, w/Blue and Gold Raised Seal w/ blue lettering, Single sided print-500 per box, landscape layout		
5	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue lettering, w/ foil gold seal w/blue flat lettering seal 500 per box, Plain no window envelope		
6	**Policy And Procedures Manual -** 8.5" X 11", 241 Sheets per book, w/Navy Blue 3 Ring Binder w/Clear Front, with 23 Tabs in each book		
7	**Annual Report** 8.5" X 11" White Bond Paper, w/Blue Flat Print on cover stock. Plastic comb binding, front and back black ink printing,		

	Description	Quantity	Special Instructions
	PLANNING DEPARTMENT:		
1	**Approved Application** – 5 ½" X 8 ½" –Development Permit Posted Cards: Florescent Lemon Color, 10 point thickness, **90lb card** stock, white back, Numbered, Black ink w/Gray Watermark Seal	Pct 1=2650 Pct 2= 300 Pct 3=2650 Pct 4=2650	Starting No. 9295 Starting No. 1356 Starting No. 12981 Starting No. 12453
2	**Receipt Books -** 5 ½" X 8 ½"-3-Part NCR, **20 lb Paper** Sequence White, Canary, Yellow & Pink, 50 pages per book 2 Receipts per page, Die cut (tear out receipt) Each page paper copy white- Customer Copy, Canary Copy – Auditor's Copy and Pink Copy – Office Copy	27 Books of 100/Receipts Per book	Starting № Precinct 1 RECEIPT № 1-187001-1
3	**Receipt Books -** 5 ½" X 8 ½"-3-Part NCR, **20 lb Paper** Sequence White, Canary, Yellow & Pink, 50 pages per book 2 Receipts per page, Die cut (tear out receipt) Ea paper copy white-Customer Copy, Canary Copy – Auditor's Copy and Pink Copy – Office Copy	66 Books of 100/Receipts Per book	Starting № Precinct 2 RECEIPT № 2-70980-2/4
4	**Receipt Books -** 5 ½" X 8 ½"-3-Part NCR, **20 lb Paper** Sequence White, Canary, Yellow & Pink, 50 pages per book 2 Receipts per page, Die cut (tear out receipt) Ea paper copy white-Customer Copy, Canary Copy – Auditor's Copy and Pink Copy – Office Copy	27 Books of 100/Receipts per book	Starting № Precinct 3 RECEIPT № 3-39701-3
5	**Culvert Installation Work Order-** 8.5" X 11", 4 Part NCR, Paper Sequence-White, Canary Yellow, Pink and Green, Pre-numbered, Routing White-Customer Copy, Canary Yellow-Auditor's Copy, Pink- Office Copy, Green-Permanent Copy	12 Books / 25 Work orders per bk	Pre-numbered Starting № 0002151

	Description	Quantity	Special Instructions
	TREASURER'S OFFICE:		
1	**Letterhead Paper -** 8.5" X 11", #20 Fine quality Bond Paper, one sided print, flat GREEN ink print, foil gold seal w/ green flat lettering 500 per ream	1 ream of 500	
2	**Business Cards - -** 3½" X 2", GREEN ink Raised Lettering, w/ GREEN and Gold Raised Seal w/ GREEN lettering, Single sided print-250 per box, landscape layout	500 per box	
3	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat GREEN lettering, w/ GREEN and gold seal w/ GREEN flat lettering seal 500 per box, with window	25- boxes 500 per box	
4	**Large Window Envelope** 5 ½ x 8 ¾, 2 ¾" x 5 ½ " window ½" from left 5/8 from top on 20lb paper	5- boxes 500 per box	

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	Description	Quantity	Special Instructions
	TAX OFFICE		
	TAX ASSESSOR COLLECTOR		
1	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ gold raised stamp w/gold Raised lettering, Single sided print- landscape layout-- **glossy**	1000 per order	
2	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ gold raised stamp w/gold Raised lettering, Single sided print- landscape layout-	500 per order	
3	**Letterhead Paper** -- 8.5" X 11", Fine quality bond paper, black lettering w/ gray watermark seal w/picture in various stages of gray shade, 500 per ream	5000	
4	-8.5X11 Bou ppr,bnd, recy, rio bond plain paper WITH WATERMARK	100	
5	**Envelopes W/Logo #10 -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat black and red print, w/ black flat print seal 500 per box, with window, IMPORTANT OPEN AT ONCE	1500	
6	**Envelopes W/Logo #9 -** Size 3 7/8 x 8 7/8" return envelopes, flat black print, w/ black flat print seal 500 per box, plain with no window	5000	
7	**Envelopes W/Logo #10 -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with NO window (TAX Assessor/Collector)	20,000 per order	
8	**Envelopes W/Logo #10 -** Size 4 ⅛" x 9 ½", Standard Window, rev flap, 24# ww, diagonal seam, gym seal printed	60,000 per order	
9	**Envelopes W/Logo #9 -** Size 1 1/8 x 3 ½ , Envelopes, flat black print, w/ black flat print seal with window	20,000 per order	
10	**Deputation Form:-** 8.5 x 11.14 Rio Grande Valley bond white 24 # 2/2 black & blue	250	
11	**Self Inking and Rubber Stamps:** Please see attached (3-5 each at a time)	5	
12	**Envelope---4 1/8" x 9 ½"** standard envelope #10 flat black print w/ black flat print w/blk print seal with window	5000	
	AUTOMOBILE DEPT PLUS ALL SUBSTATIONS		
1	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ gold raised stamp w/gold Raised lettering, Single sided print- landscape layout-	500 per order	
2	**Letterhead Paper** -- 8.5" X 11", Fine quality bond paper, black lettering w/ gray watermark seal w/picture in various stages of gray shade, 500 per ream	5,000	
3	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, without windows (automobile License Dept)	7500	
4	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat black print, w/ black flat print seal 500 per box, with no window(Automobile License Dept)	50 bxs of 500	
5	**Envelopes W/Logo -** 10 ½"x7 ½" Double-prong metal clasp w/reinforced eyelets for a secure closure Brown Clasp Envelopes/ 100 per box w/ black ink printing and black ink seal	10 bxs of 100	
6	**Envelopes W/Logo -** 12 ½" x6 ½" brown envelopes 500 per box w/ black ink printing and black ink seal w/gummed seal	10 bxs of 500	
7	**Deputation Cards-** 3.875 x 2.375 index color # 110 black	250	
8	**County Liquor Permit Rect:-** size 4 x 7.5 NCR 3 part white, canary, pink #17 black	150	50 per pack
9	**Refund Slips** size 7 x 3.25 off set , white 50# black padding with chipboard	3000 per order	

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	Description	Quantity	Special Instructions
	COMMISSIONER PRECINCT 3		
1	**Business Cards** -- 3½" X 2", Ink -Black Raised Lettering, w/Gold Foil Seal , Single sided print, portrait business card layout, 500 per each	1box of 500	9 people 1 box per ea/Portrait Card Layout
2	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond White Linen Paper one sided print, raised blue ink print , gold foil stamp seal w/blue lettering, 500 sheets per ream	2 boxes/ of 500	
3	**Letterhead Paper** – 8.5" X 11", Linen Paper	2 boxes/ of 500	
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box	2 boxes / Of 500	
5	**Landfill Form-** Legal Size Paper 8½" x 14" - One sided print, Black ink, 100 sheets per tablet, Portrait Top glue bind	50 Tablets of /100 sheets per	Glue Bind Top Tablet
6	**Parking Permit-** 3½" x 5 ½" Single sided print, White paper w/red lettering, glue bind top, 50 sheets per booklet	12 / 50 sheets per	Glue Bind Top Booklet

	Description	Quantity	Special Instructions
	139TH DISTRICT COURT:		
1	**Business Cards** - 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout	4 bxs. Of 500	
2	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print , gold ink foil stamp seal, 500 sheets per ream	4 reams of 500	
3	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only (same as page 1)	2,000/3 part	Top Glue Bind
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised Print, black ink and Gold for seal 500 per box	2 boxes of 500	

	Description	Quantity	Special Instructions
	206TH DISTRICT COURT:		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, raised black ink print , seal raised gold ink, 500 sheets per ream	2 reams of 500	
2	**Letterhead Paper** - 8.5" X 11" 25 % Cotton Paper		
3	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only (same as page 1)	2,000/3 part	Top Glue Bind
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised Print, black ink and Gold for seal 500 per box	2 boxes of 500	
5	**Juror's Handbook Pamphlets** -17 ½" X 9", Flat Print Black Ink – Double Sided, 4 fold pamphlet, Light Blue Paper	1,000	
6	**Business Cards** - 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout	1,000	
7	**Juror Tags** - 3½" x 2", Black flat Print, Red Paper Stock, Laminated w/thumb grip clip	14	

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	Description	Quantity	Special Instructions
	332TH DISTRICT COURT		
1	**Business Cards** - 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout	500 per order	
2	**Instructions to Jurors in Civil Cases** 5 ½ x 7" folded in half printed in black front and back in and out of	2000 per order	
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes flat black Print, and flat black ink for seal	2500 per order	
4	**Letterhead Paper** - 8.5" X 11" 25 % Cotton Paper- flat Print, black/gray ink	1000 per order	
5	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only 2nd page Yellow page and 3rd page in pink 2 hole punch on top	2500 per order	
6	**Order Of Referral For Mediation:** 8.5" X 11" 25 % Cotton Paper- Printed in front page in Black only	2000 per order	

	Description	Quantity	Special Instructions
	370TH DISTRICT COURT:		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print , gold ink foil stamp seal, 500 sheets per ream	1000 per order	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised Print, black ink and Gold for seal 500 per box	1000 per order	

	Description	Quantity	Special Instructions
	389TH DISTRICT COURT		
1	**Letterhead** 8.5" x 11" Cotton Paper		
2	**Business Cards** - 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout		
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Ink – Black and Red raised Print, black ink with Gold seal		
4	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only (same as page 1)		
5	**Certificate of Appreciation** – Gold in Blk letters		
6	**Juror's Handbook Pamphlets** -17 ½" X 9", Flat Print Black Ink – Double Sided, 5 fold pamphlet, Light Yellow Paper		

	Description	Quantity	Special Instructions
	398th DISTRICT COURT		
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper, one sided print, raised black and red ink print , seal raised gold	6 reams of 500	
2	**Letterhead Paper** - 8.5" X 11", 25% Cotton Paper		
3	**Business Cards** - 3½" X 2", Ink -Black and Red Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout	500 per box	5 people 1 bx per ea
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Ink – Black and Red raised Print, black ink with Gold seal	6 boxes of 500	
5	**Order Of Release/Order Of Commitment** – 8.5" X 11" Paper Size, three (3) part NCR, Paper sequence all three parts white paper, 1 page **only** front and back print, 2nd and 3rd page front only (same as page one)	3,000 3-Part	Top Glue Bind

	Description	Quantity	Special Instructions
	430TH DISTRICT COURT		
1	**Letterhead** 8.5" x 11" Cotton Paper #20 Fine quality Bond Paper, one sided print, raised BLUE ink print , seal raised gold ink, 500 sheets per ream	1000	
2	**Business Cards -** 3½" X 2", BLUE ink Raised Lettering, w/Gold Raised Seal , Single sided print, landscape layout	500	
3	**Business Cards -** 3½" X 2", BLUE ink Raised Lettering in the front w/Gold Raised Seal , DOUBLE sided flat print in the back , landscape layout	500	
4	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, Ink – Black and Red raised Print, black ink with Gold seal	1000	
5	**Juror's Handbook Pamphlets -**17 ½" X 9", Flat Print Black Ink – Double Sided, 5 fold pamphlet, Light BLUE Paper	500	

	Description	Quantity	Special Instructions
	CONSTABLE PRECINCT No 1		
1	**Business Cards** – 3 ½" x 2", Blue Ink, w/Watermark Seal (twelve individuals) Single sided flat print, Landscape layout	500 per box	12 people/ 1 box per each
2	**Field Contact Card** – Index Card 5" x3",Black Ink, Double sided flat print, white stock card	2,000	
3	**Building Check Card** – 4 ½" x 5 ½" – Black Ink, Single sided flat Print w/2 Logos (black ink) white stock card	500 ea	
4	**Warning Card** – 4 ½" x 5½" – Black Ink, Single Sided flat Print w/2 Logos (black ink) Neon Orange Stock Card: **ADHESIVE BACK**	2,000	
5	**Notice/Aviso – Door Hanger Card** 8 ½" x 3 ¾" Black Ink, Double Sided flat print (English one side/Spanish other side) Neon Yellow Card Stock w/die cut	5,000	
6	**Vehicle Impoundment** –Inventory Record – 7 ½" x 5", 4 Part NCR, Paper Color Sequence- White, Canary Yellow, Pink and Golden Rod, Black Ink, Single Sided flat print, 25 sheets per book	100 bks of 25 sheets per bk	
7	**Hidalgo County Constable Pct. 1 Warning Book** – 6" x 4 ¼" -2 part white and canary yellow paper sequence, black ink single sided flat print, 50 sheets per book	200 bks of 50 pgs per bklt.	Top Glue Bind
8	**Ticket Book** – 5 ¼" x 7 ¾" – 4 Part NCR, Paper Color Sequence-White, canary yellow, pink and golden rod, double sided print, black ink flat print, number sequence in red ink, 50 sheets per book	200 books of 50 pages per bk	Starting # **varies** Top Bind
9	**Official Receipt For Constables Fees** – 3 part NCR – Paper Color Sequence – White, Canary Yellow, Pink, Black ink, single sided flat print Number Sequence black ink, three (3) Receipts per page, 100 sheets per book, Die cut (tear out rcpt)	10 books of 100 sheets per bk.	Starting Number **varies** Side Glue bind

	Description	Quantity	Special Instructions
	CONSTABLE PRECINCT No 2		
1	**Letterhead Paper** – 8.5" X 11", #20 Bond Paper 92 Brightness one sided print, flat Print, black/gray ink, watermark seal, 5,000 sheets per box	2 boxes of 5,000	
2	**Business Cards** – 3 ½" x 2", Black Card w/ Gold Lettering w /Seal, Single sided print, landscape layout	3 bxs of 1,000	
3	**Business Cards -** 3½" X 2", Black ink Raised Lettering, w/Seal, Single sided print, landscape layout	4 bxs of 1000	
4	**Envelopes W/Constable Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, Flat Print, Black Ink,	4 boxes of 500	

5	**Official Receipt For Constables Fees** – 3 part NCR – Paper Color Sequence – White, Canary Yellow, Pink, Black ink, single sided flat print Number Sequence black ink three (3) Receipts per page, 100 sheets per book, Die cut (tear out receipt)	20 books of 100 sheets per bk	Side Glue Bind
6	**Ticket Book** – 5 ¼" x 7 ¾" – 4 Part NCR, Paper Color Sequence- White, canary yellow, pink and golden rod, double sided print, black ink flat print, number sequence in red ink,	50 books of 20 sheets per bk	Top Bind
7	**Warning Flyers** - Size: 8 ½" x 11", Peel Stick, Neon Yellow, Black ink one sided flat print	4 boxes of 5,000	
8	**Advertencia Flyer-** Size 8 ½" x 11", Peel Stick, Limeade Green, Black ink one sided flat print	4 boxes of 5,000	

	Description	Quantity	Special Instructions
	CONSTABLE PRECINCT No. 3:		
1	**Letterhead Paper** – 8.5" X 11", #20 Bond Paper 92 Brightness one sided print, flat Print, 2 Color Ink (Blue/Gold),w/seal (gold/blue), 500 sheets per ream	4 reams per order	
2	**Notice/Aviso – Door Hanger Card** 8 ½" x 3 ¾" Black Ink, Double Sided flat print (English one side -Spanish other side) Neon Orange Card Stock w/die cut	2,000 per order	Double sided print English & Spanish
3	**Envelopes W/Constable Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Flat Print, 2 color ink Blue and Gold, 2 color seal (Blue and Gold 500 per box	4 bxs /500 per order	
4	**Vehicle Impoundment** –Inventory Record – 7 ½" x 5", 4 Part NCR, Paper Color Sequence- White, Canary Yellow, Pink and Golden Rod, Black Ink, Single Sided flat print, 25 sheets per book	80/25 per bk per order	
5	**Business Cards** - 3½" X 2", Blue and Gold ink Raised Lettering, w/Seal two colors blue/gold, Single sided print, 500 per box, 8 individuals, landscape layout	250 per box per order	8 people/ 1 box per each
6	**Business Cards** - 3½" X 2", Blue and Gold ink Raised Lettering, w/Seal two colors blue/gold, Single sided print, landscape layout	2 boxes of 1000 per order	
7	**Warning Flyers** – Size 8 ½" x 11", Peel Stick, Neon Orange, Black Ink one sided flat print	750 sheets per order	
8	**Advertencia Flyers** – Size 8 ½" x 11", Peel Stick, Neon Limeade Green, Black Ink one sided flat print,	750 sheets per order	
9	**Warning Notice To Vacate** – Size 8½" x 11, Peel Stick, Neon Yellow, Black Ink one sided flat print,	750 sheets per order	
10	**Ticket Book** – 5 ¼" x 7 ¾" – 4 Part NCR, Paper Color Sequence- White, canary yellow, pink and golden rod, double sided print, black and red ink flat print, number sequence in red ink, 25 sheets per book,	40-booklets/ 25 sheets per bk per order	Starting **№ 6000** Top Glue Bind
11	**Official Receipt For Constables Fees** – 3 part NCR – Paper Color Sequence White, Canary Yellow, Pink, Black ink, single sided flat print Number Sequence black ink, three (3) Receipts per page, 100 sheets per book, Die cut (tear out receipt)		Starting Number **11162** Side Glue Bind

	Description	Quantity	Special Instructions
	PUBLIC DEFENDER'S OFFICE		
1	**Business Cards - -** 3½" X 2", Black ink Raised Lettering, w/ Raised Gold Seal and lettering, Single sided print-500 per box, landscape layout	19 boxes of 500	
2	**Letterhead Paper** - 8.5" X 11", #20 Fine quality White Bond Paper, one sided print, flat print blk, foil gold County seal	Ream of 500	
3	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat print blk, foil gold County seal with window envelope	box of 500	
4	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", White Wove , Standard Envelopes, flat print blk, Gold foil County seal without window	box of 500	

EXHIBIT "A"
HIDALGO COUNTY
"PRINTING SERVICES & RELATED SUPPLIES"
BID NO.: 2012-008-01-04-MEG

	Description	Quantity	Special Instructions
	JUSTICE OF THE PEACE PRECINCT 1 PLACE 1:		
1	**Application For Birth Or Death Record-** 8½" X 11" Page size, Double sided print, black ink printing One side English other side Spanish		
2	**Magistrate's Warning -** 8½" X 11" Page Size, single sided print, black ink printing	1,000 ea pg	
3	**Community Hours Form-** 8½" X 11" Page Size single sided print, black ink printing	1,000 ea pg	
4	**Plaintiff's Original Petition Form -** 8½" X 11" Page Size, Single sided print, black ink printing 2 pages	1,000 ea pg	
5	**Instructions For Filing Suit Form - -** 8½" X 11" Page Size, Single sided print, black ink printing, 2 pages	1,000 ea pg	
6	**Driving Safety Course Request- -** 8½" X 11" Page Size, Single sided print, black ink printing, 1 page form 2nd page – Half page – print 2 times – Die cut on center of page	1,000 ea pg	
7	**Application For Emergency Commitment -**8½" X 11" Page Size, Single sided print, black ink printing, 4 page form	1,000 ea pg	
8	**Letterhead Paper -** 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print , 500 sheets per ream	1 ream of 500	
9	**Business Cards -** 3½" X 2", Blue and red ink, flat print, w/red watermark Seal and lettering, Single sided print-500 per box, landscape layout	2 boxes of 500	
10	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box, no window,	2 boxes of 500	
11	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box, with window	3 boxes of 500	
12	**Printed Envelope-** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink. 500 per box	3 Boxes of 500	
13	**Certificate Of Vital Record Paper –** Size 8.5"x11" Page Size, single sided print (PLEASE REFER TO SAMPLE) (NUMBERED)	1,000	
14	**Certificate Of Vital Record Paper –** Size - 8½" X 14" Legal Page, single sided print (PLEASE REFER TO SAMPLE) (NUMBERED)	1,000	

	Description	Quantity	Special Instructions
	DISTRICT ATTORNEY		
1	**Letterhead Paper -** 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat black ink print gold in foil w/Gold Raised Seal and lettering, stamp seal, 500 sheets per ream	5 boxes of 500	
2	**Manila Folder-** Special die cut end with printing	10,000	
3	**Business Cards -** 3½" X 2", Black ink Raised Lettering, w/Gold Raised Seal and lettering, Single sided print-500 per box, landscape layout	500 per box	
4	**Worthless Check Affidavit –** 2 part NCR, Paper color sequence white and pink, one sided flat print, black ink only	9000	
5	**Authorization For Medico legal Examination -** 8.5" X 11" Paper size, 3 Part NCR, Paper color sequence-White, Canary Yellow and Pink, Black ink printing, Single sided print	1,000	
6	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and black ink seal 500 per box, with window, (Checks Department)	10 boxes of 500	
7	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink and gold foil seal 500 per box, with window, (Misdemeanor Department)	20 boxes of 500	
8	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, black ink w/ gold foil seal 500 per box, no window	8 boxes of 500	
9	**Victim Impact Statement -** 8.5" X 11" Letter size paper, black ink print w/Gold Raised Seal and lettering seal, double sided print	5,000 per year	

10	**Checks Receipt** - 8.5" X 11" Letter size Paper, watermark gray seal and lettering, 2 receipts per page, Preferrded Cut	5,000	
11	**Check Writer Flyers** -8.5" X 11" Letter size paper, Canary Yellow Paper w/ white and red lettering on black background, Heavy weight paper, coated 80-110 lb. paper	500	
12	**Misdemeanor Complaints** - 8.5" X 11" Letter size paper,3-part NCR, Black ink printing, continuous feed	10,000	
13	**Criminal Manila Folders**- Legal Size, Folder Stock, End tab, ½ Cut Folders w/ black ink print, 1,000 per box… Felony	10 boxes of 1,000	

COUNTY COURT LAW #4 (Judge Fred Garza)			
	Description	**Quantity**	**Special Instructions**
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, flat BLUE ink print gold in foil stamp seal,	5000	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, BLUE ink w/ gold foil seal 500 per box, no window	1000	
3	**Business Cards** – 3 ½" x 2", BLUE Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout, 500 per box	1000	
4	**Certificate of Appreciation** – Gold in BLUE letters	5000	

COUNTY COURT # 6 (Judge Albert Garcia)			
	Description	**Quantity**	**Special Instructions**
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, raised BLUE ink print gold in foil stamp seal,	5000	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, raised Print, BLUE ink w/ gold foil seal 500 per box, no window	1000	
3	**Business Cards** – 3 ½" x 2", BLUE Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout, 500 per box	1000	

COUNTY COURT # 7 (Judge Rolando Cantu)			
	Description	**Quantity**	**Special Instructions**
1	**Letterhead Paper** - 8.5" X 11", #20 Fine quality Bond Paper one sided print, Blk/Gold ink Raised Lettering, print gold in foil stamp seal,	5000	
2	**Envelopes W/Logo** - Size 4 ⅛" x 9 ½", Standard Envelopes, Blk/Gold ink Raised Lettering,/ gold foil seal 500 per box, no window 25% cotton	1000	
3	**Business Cards** – 3 ½" x 2", Blk/Gold ink Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout, 500 per box	1000	

	Description	**Quantity**	**Special Instructions**
	DISTRICT CLERKS		
1	**Business Cards** – 3 ½" x 2", Brown and Orange Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout,	30 boxes 500 per box	1-9 persons/ 1 box
2	**Business Cards** – 3 ½" x 2", Brown and Orange Raised Lettering, with Gold Foil Seal, Single sided Print, Portrait Landscape Layout,	500 per box	1-9 people/1 box per each
3	**Envelopes W/Seal**- - Size 4 ⅛" x 9 ½", Standard Envelopes, flat Print, Black and Red ink and black ink seal, Light Blue Envelopes, With Window	120 boxes of 500	
4	**Envelopes W/Seal** Size 4" x 8 ¾", Standard Envelopes, flat Print, black ink and watermark seal, Canary Yellow Envelopes, No Windows	120 boxes of 500	

	Description	Quantity	Special Instructions
	JAIL DEPARTMENT		
1	**Inmate Request Forms-** 8½" X 11" Page Size, Single sided print, black ink print, 3-Part NCR, All copies white paper, top binding	30,000 ea	
2	**Bail Bond Fee Refund Forms-** 8½" X 11" Page Size, Single sided print, black ink print, 3-Part NCR, Paper Color Sequence: White, Canary Yellow, Pink, 2-Hole Top Center Punch, With Number sequence in the upper right hand corner, top binding	300	

	Description	Quantity	Special Instructions
	LAW ENFORCEMENT		
1	**Administrative Action Form –** Size 8 ½" x 5", Single sided print, black ink print, 2-Part NCR, Paper color sequence: White, Canary Yellow, top glue	10,000	
2	**Evidence Cards** – 5" X 4¼" Card Stock, White Paper, Single sided print, Black ink	6,000	
3	**Evidence/Inventory Control Report –** Legal Size Paper, 8½" X 14" Page Size, Single sided print, black ink print, 3-Part NCR, Paper Color Sequence: White, Canary Yellow, Pink,	1,000	
4	**Civil And Warrants Writ Of Possession Notice –** Letter Size, 8½" X 11" Card Stock Single sided print, red ink print,	1,000	
5	**Name Placement Card 10" x 8"-** Beige card stock (FFCC66) Ink color dark brown (possibly 663300 or 330000), Score across center of card	500	
6	**Jr. Sheriff Badge Stickers-3"** Roll, black background with Gold Foil Seal	5,000 stickers	
7	**Child ID Card –** 8 ½" X 5½" Manila stock paper, 2 color dark blue (possibly 000033 or 000066) with seal gold/blue color w/double sided tape ½'x 2" back to Back printing, score across center of paper	5,000	
8	**Operation Child Safeguard Flyers –** 8½" X 11" Page Size, Eggshell Color Coated Paper, w/pictures, Red and black ink flat print, gold ink Logo	5,000	
9	**Recruitment Flyers –** 8½" X 11" Page Size, Eggshell color coated Paper, w/pictures, Red and black ink flat print, gold ink Logo w/ blue lettering, back to back printing, tri-fold (score)	5,000	
10	**Latent Fingerprint Index Card-**Size 3"x5", White, Black ink print, front side print	5,000	
11	**Latent Print Envelope –** 6½" X 3 ½", White Envelope, Black Ink, One front side print	2,000	
12	**Official Photograph** – 3" X 2½", White Index Card Stock, Black ink, front side print	2,000	
13	**Envelope –** 5 ½" X 3¼", Manila Envelope, Black ink, front side print	3,000	
14	**Business Cards –**3 ½" x 2" 1 sided gold sheriff's emblem on the left hand side with black raised letters with room enough for each individual's name centered fax #, phone # and email address (cream linen)	1 box of 250	
15	**Business Cards** – 3 ½" x 2" 2 sided front and back-Front side gold sheriff's emblem on the left hand side with black raised letters with room enough for each individual's name centered fax #, phone # and email address Back side all black letters (cream linen)	1 box of 250	
16	**Citation Books** Size 8 1/2" x 5", top binding (Perforated) Black ink print and red ink, 4 carbonless paper with each one having it's only individual printing in the back, (1st white paper with black and red ink, 2nd yellow paper with black and red ink, 3rd pink paper with black and red ink, and 4th paper blue paper with black and red ink. With Sheriff's logo (Blk) in the middle of each carbonless paper.	250	
17	**Time Earned/Absence Request Form-** 8½" X 11" Page Size, Single sided print, black ink print, 3-Part NCR, All copies white paper, top binding (Perforated) Paper Color Sequence: Green, Canary Yellow, Pink	5,000	
18	**Field Interview Cards** 8½" X 5 1/2" Page Size, double sided print, black ink print, Hidalgo County Sheriff's emblem on the upper left hand corner. (front) (back) SYNOPSIS: 13 LINES	5,000	
19	**Impound Books–** 8" x sheet top binding (Perforated) with a manila cover 8", Black Ink, 4 part carbonless sheets 1st is white, 2nd is yellow, 3rd pink, and 4th orange with no printing in the back	100	
20	**Maintenance Books–** 9" X 5 ½ ", 1st White carbonless paper, 2nd yellow paper, Black ink, front print top binding (Perforated)	250	

21	**Offense/Incident Reports-front and back** 8½" X 11" Page Size, White Paper, double sided print, Black ink	30,000	
22	**Offense Reports-Narrative** 8½" X 11" Page Size, White Paper, Single sided print, black ink print	40,000	
23	**Offense Reports-Property Reporting** 8½" X 11" Page Size, White Paper, double sided print, Black ink	10,000	
24	**Victim's Bill of Rights Pamphlet** 8 1/2 " x 5 3/4"- white card Ink color black to be folded (3) tri-fold (score)	5,000	
25	**Inmate Trust Receipt Book**---7.25 X 11 (4 up manifold Book/Numbered) 3 part carbonless (white, yellow, pink) NOTE 3rd. page without manifold Black 1-side, All parts the same 4 up receipt book, Repeat order sequential number.	200	
26	**DIC-24 Statutory Warning**--8.5 x 11, 15#cb white, 14.5#cf yellow carbonless paper, black ink 1 side, shrink wrap in 250's	100	
27	**DIC-25 Notice of Suspension** Temp. Driving Permit--8.5 x 11, 15#cb white, 14.5#cf yellow, carbonless paper, black ink 2 sides, shrink wrap in 250's	100	
28	**Motor Pool Service Request**--- 8 ½ x3 ¾ Blk lettering	1000	
29	**Motor Pool Service Request sticker**--- 4" x 2" Blk Lettering roll	1000	
30	**The State of Texas Statement of Elected/ Appointed Officer** ---8.5x11, 20# bond, reflex blue & black ink 1 side, pad in 100's shrink wrap in 500's	300	
31	**Deputation** : 8.5 x 14.24# bond, reflex blue and black ink on 2 sides, shrink wrap in 500's	300	
32	**Operation Child Safeguard** 17x22" Poster: Full Glossy Color	500	

	Description	Quantity	Special Instructions
	HEALTH AND HUMAN SERVICES		
1	**Envelopes W/Logo -** Size 4 ⅛" x 9 ½", Standard Envelopes, flat blue, w/ blue flat print seal 500 per box, plain with no window	80 boxes of 500 per box	
2	**Letterhead Paper --** 8.5" X 11", Fine quality bond paper, blue raised lettering w/ gold raised seal, 500 per ream	20 reams of 500	
3	**Receipt Books** - 8.5" X 11" Page Size, 3 receipts per page, 3 part NCR, Paper sequence White, Canary Yellow and Pink, all black ink print, 150 receipts per book, Numbered, 4 part tear out receipt (die cut)	130 books per year of 150 receipts per book	9 Different Number Sequence
4	**Application For On-Site Sewage Facilities-** 8½" X 11" Page Size, Two Part NCR, Black Ink Printing, Paper Color Sequence: White, Canary Yellow	2,000 per order	
5	**Technical Information For On-Site-**8½" X 11" Page Size, Two Part NCR, black ink printing, Paper color sequence: White, Canary Yellow,	2,000 per order	
6	**Authorization To Construction-**8½" X 11" Page Size, Two Part NCR, Black ink printing, Paper color sequence: White, Canary Yellow	2,000 per order	
7	**Soil Evaluation Report Information** 8½" X 11" Page Size, Blue color ink printing, Double sided print	2,000 per order	
8	**Food Service Inspection Report**8½" X 11" Page Size, Black ink printing, 3 Part NCR, Paper color sequence: White, Canary Yellow and Pink , Double Sided Print, w/multiple gray shading	2,000 per order	Shading/doubl e sided print
9	**On Site Sewage Inspection Report -** 8½" X 11" Page Size, Three Part NCR, Black ink printing, Paper color sequence: White, Canary Yellow and Pink	2,000 per order	
10	**Services Offered Pamphlet –English -** 8½" X 11" Page Size, Coated paper , offset printing, various color images, with black ink printing, tri-fold pamphlet, Light blue paper, double sided print	5,000 per order	
11	**Services Offered Pamphlet –Spanish** - 8½" X 11" Page Size, Coated paper , offset printing, various color images, with black ink printing, tri-fold pamphlet, Light blue paper, double sided print	5,000 per order	
12	**Keep Your Germs To Yourself-English-**8½" X 11" Page Size, Single sided print, green and black ink printing	1,000 per order	
13	**Contenga Sus Gérmenes-Spanish-**8½" X 11" Page Size, Single sided print, green and black ink printing	1,000 per order	
14	**Stop The Flu-**8½" X 11" Page Size, Single Sided Print, Black Ink Printing With/Yellow Highlight	1,000 per order	
15	**ALTO A LA GRIPE -**8½" X 11" Page Size, Single Sided Print, Black Ink Printing With Yellow Highlight	1,000 per order	

HIDALGO COUNTY
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

METHOD OF DELIVERY:

F.O.B. INSIDE DELIVERY _____

THIRD PARTY DELIVERY _____

Description	Estimated Quantity	Unit Price	Total Price
PURCHASING DEPARTMENT			
Terms and Conditions Printed	30,000 per order		

Description	Estimated Quantity	Unit Price	Total Price
ADULT PROBATION DEPARTMENT			
Appointment Cards	6,000 per year		
Probationer Acknowledgment Form	2,000 per year		
Initial Assessment Form	1,000 per year		
Court Information Form	1,200 per year		
Community Service Restitution ID Card	4,000 per year		
Court Notes	2,000 per year		
Community Service Restitution Program Rules	2,000 per year		
Authorization To Release Information	2,000 per year		
Employment Search Forms	1,000 per year		
Family History Information	6,000 per year		
Field Visit Log	2,000 per year		
Gun Control Act	3,000 per year		
Guidelines For Payment To The Acct. Dept.	6,000 per year		
Home Visit Cards	1,000 per year		
Intake Checklist	3,000 per year		
Leave Request	2,000 per year		
Intake Appt. Referral	3,000 per year		
Monthly Report (By Mail)	3,000 per year		
Monthly Report (In Person)	3,000 per year		
Office Rules And Regulations	3,000 per year		
Probationer Acknowledgment Form			
Personal Data Form	2,000 per year		
Probationer Monthly Report Sign-In-Ledger	1,000 per year		
Payment Schedule	1,500 per year		
Receptionists' Slips	1,000 per year		
Records Control Unit Processing Checklist	3,000 per year		
R.C.U. Intake File Tracking Form	3,000 per year		
Referral Cards	1,000 per year		
Reassessment Form -	1,000 per year		
TCIC/NCIC Request	500 per year		
Sign-In Roster	500 per year		
Scanning Checklist	3,000 per year		
TEAS DPS Inquiry Log	4,000 per year		

Telephone Message	4,000 per year		
Travel Permit Slips	3,000 per year		
Telephone Log-	1,500 per year		
Website Log	2,000 per year		
Envelopes W/Logo	4 boxes of 500		
Envelopes W/Logo	4 boxes of 500		
Pre-Numbered Receipts	60,000 per year		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY AUDITORS OFFICE:			
Letterhead Paper	500		
	1000		
Letterhead Paper	500		
	1000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY CLERKS OFFICE:			
Recreational Fishing Regulations Cards	1,000		
Recreational Hunting Regulations Cards	1,000		
Business Cards			
Business Cards			
Envelopes W/Logo with window	40 boxes of 500 per box		
Envelopes W/Logo with no window	40 boxes of 500 per box		
Envelopes W/Logo, with window	40 boxes of 500 per box		
Letterhead Paper	30 reams of 500 sheets		
Certificate Of Withdrawal From Business	10,500 ea		
Assumed Name Certificate	10,500 ea		
Newly Wed Letter	10,000ea		
Scratch Pads	500 pads of		
Birth/Marriage Envelopes	6,000		
Booklet Envelopes	6,000 per order		

Description	Estimated Quantity	Unit Price	Total Price
H.I.D.T.A. TASK FORCE:			
Envelopes W/Logo	4 boxes of 500		
Letterhead Paper	4 reams of 500		
Business Cards	1 box of 500 Per each		
Mailing Labels	Needed every other year		
Vehicle Impoundment Report	500		
Receipt For Forms	500		
Investigative File Jacket (Light Blue)	500		

Investigative File Jacket (Canary Yellow)	500		
Dividers Multi-Color	400 sets purchase yearly		
Name Plate	On as needed basis		

Description	Estimated Quantity	Unit Price	Total Price
HUMAN RESOURCES:			
Business Cards	500 per box		
Envelopes W/Logo	4 boxes of 500 ea box		
Interview Worksheet	5,000 ea		
Interview Selection Form	5,000 ea		
Letterhead Paper	20 reams of 500		
Drainage District #1 Application	4,000 ea page		
County Of Hidalgo Application	12,000 ea page		
Sheriff Department Application	10,000 ea page		
Sick Leave Donation Form	4,000		
Hidalgo County Employee Manuals	3,500		
Hidalgo County Personnel Policy Manual	1,500		

Description	Estimated Quantity	Unit Price	Total Price
JUVENILE JUSTICE CENTER			
Letterhead Paper	500		
	1000		
Visitor's Labels			
Mailing Labels			
Business Cards	500		
	1000		
Envelopes W/Logo	4 boxes of 500 ea box		
Policy And Procedures Manual	1000		
Annual Report	1000		

Description	Estimated Quantity	Unit Price	Total Price
PLANNING DEPARTMENT			
Approved Application	Pct 1=2650		
	Pct 2= 300		
	Pct 3=2650		
	Pct 4=2650		
Receipt Book	27 Books of 100/Receipts Per book		
Receipt Books -	66 Books of 100/Receipts Per book		
Receipt Books	27 Books of 100/Receipts		

	per book		
Culvert Installation Work Order---/25 Work orders per bk	12 Books		

Description	Estimated Quantity	Unit Price	Total Price
TREASURER'S OFFICE			
Letterhead Paper	1 ream of 500		
Business Cards	500 per box		
Envelopes W/Logo	25- boxes 500 per box		
Large Window Envelope	5- boxes 500 per box		

Description	Estimated Quantity	Unit Price	Total Price
TAX OFFICE			
Business Cards	1000 per order		
Business Cards	500 per order		
Letterhead Paper	5000		
Paper plain with WATERMARK 8.5X11Bou ppr,bnd, recy, rio bond	100		
Envelopes W/Logo #10	1500		
Envelopes W/Logo #9	5000		
Envelopes W/Logo #10	20,000 per order		
Envelopes W/Logo #10	60,000 per order		
Envelopes W/Logo #9	20,000 per order		
Deputation Form	250		
Self Inking and Rubber Stamps	5		
Envelope---4 1/8" x 9 ½"	5000		
AUTOMOBILE DEPT PLUS ALL SUBSTATIONS			
Business Cards	500 per order		
Letterhead Paper	5,000		
Envelopes W/Logo	7500		
Envelopes W/Logo	50 bxs of 500		
Envelopes W/Logo	10 bxs of 100		
Envelopes W/Logo	10 bxs of 500		
Deputation Cards- 3.875 x 2.375 index color # 110 black	250		
County Liquor Permit Rect:	150		
Refund Slips	3000 per order		

Description	Estimated Quantity	Unit Price	Total Price
COMMISSIONER PRECINCT 3			
Business Cards	1box of 500		
Letterhead Paper - 8.5" X 11", #20 Fine quality	2 boxes/ of 500		
Letterhead Paper – 8.5" X 11", Linen Paper	2 boxes/ of 500		
Envelopes W/Logo	2 boxes /of 500		

Landfill Form- Legal Size Paper	50 Tablets of /100 sheets per		
Parking Permit	12 / 50 sheets per		

Description	Estimated Quantity	Unit Price	Total Price
139TH DISTRICT COURT:			
Business Cards	4 bxs. Of 500		
Letterhead Paper	4 reams of 500		
Order Of Release/Order Of Commitment	2,000/3 part		
Envelopes W/Logo	2 boxes of 500		

Description	Estimated Quantity	Unit Price	Total Price
206TH DISTRICT COURT:			
Letterhead Paper #20 Fine quality Bond Paper	2 reams of 500		
Letterhead Paper - 8.5" X 11" 25 % Cotton Paper			
Order Of Release/Order Of Commitment	2,000/3 part		
Envelopes W/Logo	2 boxes of 500		
Juror's Handbook Pamphlets	1,000		
Business Cards	1,000		
Juror Tags	14		

Description	Estimated Quantity	Unit Price	Total Price
332TH DISTRICT COURT			
Business Cards	500 per order		
Instructions to Jurors in Civil Cases	2000 per order		
Envelopes W/Logo	2500 per order		
Letterhead Paper	1000 per order		
Order Of Release/Order Of Commitment	2500 per order		
Order Of Referral For Mediation:	2000 per order		

Description	Estimated Quantity	Unit Price	Total Price
370TH DISTRICT COURT			
Letterhead Paper	1000 per order		
Envelopes W/Logo	1000 per order		

Description	Estimated Quantity	Unit Price	Total Price
389TH DISTRICT COURT			
Letterhead	1000		
Business Cards	500		
Envelopes W/Logo	1000		
Order Of Release/Order Of Commitment	500		

Certificate of Appreciation	500		
Juror's Handbook Pamphlets	500		

Description	Estimated Quantity	Unit Price	Total Price
398th DISTRICT COURT			
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper,	6 reams of 500		
Letterhead Paper - 8.5" X 11", 25% Cotton Paper			
Business Cards	500 per box		
Envelopes W/Logo	6 boxes of 500		
Order Of Release/Order Of Commitment	3,000 3-Part		
Description	**Estimated Quantity**	**Unit Price**	**Total Price**
430TH DISTRICT COURT			
Letterhead	1000		
Business Cards	500		
Business Cards, DOUBLE sided print, landscape layout	500		
Envelopes W/Logo	1000		
Juror's Handbook Pamphlets -	500		

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 1			
Business Cards	500 per box		
Field Contact Card – Index Card	2,000		
Building Check Card	500 ea		
Warning Card	2,000		
Notice/Aviso – Door Hanger Card	5,000		
Vehicle Impoundment	100 books of 25 sheets per bk		
Hidalgo County Constable Pct. 1 Warning Book	200 books of 50 pages per bklt.		
Ticket Book	200 books of 50 pages per bk		
Official Receipt For Constables Fees	10 books of 100 sheets per bk.		

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 2			
Letterhead Paper	2 boxes of 5,000		
Business Cards – 3 ½" x 2", Black Card w/ Gold Lettering	3 bxs of 1,000		
Business Cards - 3½" X 2", Black ink Raised Lettering,	4 bxs of 1000		
Envelopes W/Constable Logo	4 boxes of 500		
Official Receipt For Constables Fees	20 books of 100 sheets per bk		

Ticket Book	50 books of 20 sheets per bk		
Warning Flyers	4 boxes of 5,000		
Advertencia Flyer	4 boxes of 5,000		

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No. 3:			
Letterhead Paper	4 reams		
Notice/Aviso – Door Hanger Card	5,000		
Envelopes W/Constable Logo	4 bxs /500		
Vehicle Impoundment	80/25 per bk		
Business Cards	250 per box		
Business Cards	2 boxes of 1000		
Warning Flyers	750 sheets		
Advertencia Flyers –	750 sheets		
Warning Notice To Vacate	750 sheets		
Ticket Book	40-booklets/ 25 sheets per bk		
Official Receipt For Constables Fees			
Notice/Aviso – Door Hanger Card	500		

Description	Estimated Quantity	Unit Price	Total Price
PUBLIC DEFENDER'S OFFICE			
Business Cards	19 boxes of 500		
Letterhead Paper - #20 Fine quality Bond Paper-Ivory	4 reams		
Envelopes W/Logo, window envelope	8 boxes of 500 ea		
Envelopes W/Logo Plain No window envelope	8 boxes of 500 ea		
Letterhead Paper - #20 Fine quality White Bond Paper	10 reams		
Visitor's Labels	10,000 sheets		
Mailing Labels	5,000 sheets		

Description	Estimated Quantity	Unit Price	Total Price
JUSTICE OF THE PEACE PRECINCT 1 PLACE 1			
Application For Birth Or Death Record			
Magistrate's Warning	1,000 ea page		
Community Hours Form	1,000 ea page		
Plaintiff's Original Petition Form	1,000 ea page		
Instructions For Filing Suit Form	1,000 ea page		
Driving Safety Course Request	1,000 ea page		
Application For Emergency Commitment	1,000 ea page		
Letterhead Paper	1 ream of 500		

Business Cards	2 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", no window,	2 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", with window	3 boxes of 500		
Printed Envelope	3 Boxes of 500		
Certificate Of Vital Record Paper – Size 8.5"x11"	1,000		
Certificate Of Vital Record Paper – Size - 8½" X 14	1,000		

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT ATTORNEY			
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper	20 boxes of 500		
Manila Folder- Special die cut end			
Business Cards - 3½" X 2"	2 boxes of 500		
Worthless Check Affidavit	10,000		
Authorization For Medico legal Examination	500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes, (Checks Department)	10 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes (Misdemeanor Department)	20 boxes of 500		
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard	8 boxes of 500		
Victim Impact Statement	5,000 per year		
Check Receipt	10,000		
Check Writer Flyers	3,000		
Misdemeanor Complaints	10,000		
Criminal Manila Folders- Legal Size, Folder Stock, End tab, ½ Cut Folders w/ black ink print, 1,000 per box	10 boxes of 1,000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT LAW #4 (JUDGE FRED GARZA)			
Letterhead Paper	5000		
Envelopes W/Logo	1000		
Business Cards	1000		
Certificate of Appreciation	5000		

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT # 6 (JUDGE ALBERT GARCIA)			
Letterhead Paper,	5000		
Envelopes W/Logo	1000		
Business Cards	1000		

HIDALGO COUNTY
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT #7 (JUDGE ROLANDO CANTU)			
Letterhead Paper	5000		
Envelopes W/Logo	1000		
Business Cards	1000		

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT CLERKS			
Business Cards	500 per box		
Business Cards	500 per box		
Envelopes W/Seal- With Window	1000		
Envelopes W/Seal , No Windows	1000		

Description	Estimated Quantity	Unit Price	Total Price
JAIL DEPARTMENT			
Inmate Request Forms-	30,000 ea		
Bail Bond Fee Refund Forms	300		

Description	Estimated Quantity	Unit Price	Total Price
LAW ENFORCEMENT			
Administrative Action Form	10,000		
Evidence Cards	11,000		
Evidence/Inventory Control Report	1,000		
Civil And Warrants Writ Of Possession Notice	1,000		
Name Placement Card	500		
Sheriff Badge Stickers	10,000 stickers		
Child ID Card	5,000		
Operation Child Safeguard Flyers	5,000		
Recruitment Flyer	5,000		
Latent Fingerprint Index Card	5,000		
Latent Print Envelope	2,000		
Official Photograph	2,000		
Envelope	3,000		
Business Cards –3 ½" x 2" 1 sided	1 box of 250		
Business Cards – 3 ½" x 2" 2 sided front and back	1 box of 250		
Citation Books	250		
Time Earned/Absence Request Form-	5,000		
Field Interview Cards	5,000		
Impound Books	100		
Maintenance Books–	250		
Offense/Incident Reports-front and back	30,000		

Offense Reports-Narrative	40,000		
Offense Reports-Property Reporting	10,000		
Victim's Bill of Rights Pamphlet	5,000		
Inmate Trust Receipt Book	200		
DIC-24 Statutory Warning	100		
DIC-25 Notice of Suspension Temp. Driving Permit	100		
Motor Pool Service Request	1000		
Motor Pool Service Request sticker	1000		
The State of Texas Statement of Elected/ Appointed Officer	300		
Deputation	300		
Operation Child Safeguard 17x22" Poster:	500		

Description	**Estimated Quantity**	**Unit Price**	**Total Price**
HEALTH AND HUMAN SERVICES			
Envelopes W/Logo	80 boxes of 500 per box		
Letterhead Paper	20 reams of 500		
Receipt Books	130 books per year of 150 receipts per book		
Application For On-Site Sewage Facilities	4,000 per year		
Technical Information For On-Site	4,000 per year		
Authorization To Construction-	4,000 per year		
Soil Evaluation Report Information	4,000 per year		
Food Service Inspection Report	6,000 to 8,000 yearly		
On Site Sewage Inspection Report	4,000 per year		
Services Offered Pamphlet –English	30,000 per year		
Services Offered Pamphlet –Spanish	30,000 per year		
Keep Your Germs To Yourself-English	30,000 per year		
Contenga Sus Gérmenes-Spanish	30,000 per year		
Stop The Flu	30,000 per year		
Alto A La Gripe	30,000 per year		

BIDDER'S INFORMATION

BIDDER/COMPANY NAME:_____

ADDRESS:_____

CITY/STATE/ZIP CODE:_____

PHONE NUMBER:_____

E-MAIL ADDRESS:_____

CELLULAR NUMBERS:_____

FAX NUMBER:_____

AUTHORIZED SIGNATURE:_____

PRINTED NAME:_____

TITLE:_____

DATE:_____

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services
(other than Professional 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)	$
					PER & ADV INJURY	$
					AL AGGREGATE	$
					ODUCTS – 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 OCCURRENCE	$
					AGGREGATE	$
						$
						$
						$
D	**WORKERS COMPENSATION AND EMPLOYER'S LIABILIT.**				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:
Mailing/Postal Address: 2812 S. Business Hwy. 281
Physical Address: 2802 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. November 2005)
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, if different from above

Check appropriate box: ☐ Individual/ Sole proprietor ☐ Corporation ☐ Partnership ☐ Other ▶ ..... ☐ Exempt from backup withholding

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 Line 1 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
| | | | - | | | - | | | | |

or

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. person (including a U.S. resident alien).

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 ▶

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.

U.S. person. 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.

In 3 above, 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.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

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 recipient 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 28% of such payments (after December 31, 2002). This is called "backup withholding." Payments that may be subject to backup withholding include 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 4 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 regarding partnerships* on page 1.

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" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.

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" line.

Note. You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business 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.

Exempt payees. Backup withholding is not required on any payments made to the following payees:

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 chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for 9
Broker transactions	Exempt recipients 1 through 13. Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients 1 through 5
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt recipients 1 through 7 [2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees; 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-owner LLC that is disregarded as an entity separate from its owner (see *Limited liability company (LLC)* on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., 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.socialsecurity.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 ID Numbers under Related Topics. You can get Forms W-7 and SS-4 from the IRS by visiting *www.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. Writing "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 items 1, 4, and 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). Exempt recipients, see *Exempt From Backup Withholding* on page 2.

Signature requirements. Complete the certification as indicated in 1 through 5 below.

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)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or single-owner LLC	The owner [3]
For this type of account:	**Give name and EIN of:**
6. Sole proprietorship or single-owner LLC	The owner [3]
7. A valid trust, estate, or pension trust	Legal entity [4]
8. Corporate or LLC electing corporate status on Form 8832	The corporation
9. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
10. Partnership or multi-member LLC	The partnership
11. A broker or registered nominee	The broker or nominee
12. 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

[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 second name line. You may use either your SSN or EIN (if you have one). If you are a sole proprietor, IRS encourages you to use your SSN.

[4] List first and circle the name of the legal 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 regarding partnerships* on page 1.

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.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons who must file information returns with the IRS to report interest, dividends, and certain other income paid to you, mortgage interest you paid, the acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA, or Archer MSA or HSA. The IRS uses the numbers for identification purposes and to help verify the accuracy of your tax return. The IRS may also provide this information to the Department of Justice for civil and criminal litigation, and to cities, states, the District of Columbia, and U.S. possessions to carry out their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax 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. Payers must generally withhold 28% of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to a payer. Certain penalties may also apply.

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 indicated 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 verify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-

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 **"PRINTING SERVICES AND RELATED SUPPLIES"** 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 at **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

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accordance with the Specifications within **Hidalgo County** following a request for Services by the **Commissioners' Court** 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 **February 16, 2012** and ending on **February 15, 2013.** Hidalgo County at its sole discretion elect the option to extend the contract for two (2) - one (1) year at the same rates, terms and conditions and may further extend 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 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

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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
1615 South Closner, Suite J
Edinburg, Texas 78539

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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 day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. 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.

17. 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.

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WITNESS our hands in duplicate originals this_____ day of _____, 2012.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____

Arturo Guajardo Jr., County Clerk

COMPANY:_____

By:_____

Printed Name:_____

Title:_____

APPROVED BY COMMISSIONES COURT:_____

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

By:_____
Stephen L. Crain

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EXHIBIT "B"
VENDOR'S BID

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

METHOD OF DELIVERY:

F.O.B. INSIDE DELIVERY Gulf Data Products

THIRD PARTY DELIVERY _____

GULF DATA

COMMODITY CODE PRINTING: 966

Description	PRICES Gulf Data
ADULT PROBATION DEPARTMENT	
Probationer Acknowledgment Form	55.00
Court Notes	55.00
Authorization To Release Information	56.00
Family History Information	177.00
Gun Control Act	69.00
Guidelines For Payment To The Acct. Dept.	183.00
Intake Checklist	68.01
Intake Appt. Referral	102.00
Monthly Report (By Mail)	102.00
Monthly Report (In Person)	68.01
Payment Schedule	64.50
Records Control Unit Processing Checklist	68.01
R.C.U. Intake File Tracking Form	68.01
Scanning Checklist	69.00
TEAS DPS Inquiry Log	80.00
Telephone Message	80.00
Travel Permit Slips	99.00
Website Log	57.00
Envelopes W/Logo	76.00
Envelopes W/Logo	76.00
Pre-Numbered Receipts	2700.00

Description		PRICES Gulf Data
COUNTY CLERKS OFFICE:		
Business Cards SINGLE SIDED		136.00
Envelopes W/Logo with window		1275.00
Letterhead Paper		825.00
Assumed Name Certificate		323.40
Newly Wed Letter		405.00
Birth/Marriage Envelopes		1380.00
Booklet Envelopes	with peel	2100.00
	without peel	1740.00

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES Gulf Data
H.I.D.T.A. TASK FORCE:	
Business Cards	34.00
Mailing Labels	129.00
Investigative File Jacket (Light Blue)	687.00
Investigative File Jacket (Canary Yellow)	687.00
Dividers Multi-Color	492.00

Description	PRICES Gulf Data
HUMAN RESOURCES:	
Business Cards	38.00
Envelopes W/Logo	424.00
Interview Worksheet	101.00
Sick Leave Donation Form	88.00

Description		PRICES Gulf Data
JUVENILE JUSTICE CENTER		
Letterhead Paper		696.00
Visitor's Labels		154.00
Mailing Labels		335.00
Business Cards	500	34.00
	1000	38.00
Envelopes W/Logo		340.00

Description		PRICES Gulf Data
PLANNING DEPARTMENT		
Approved Application	Pct 1=2650	137.80
	Pct 2= 300	29.70
	Pct 3=2650	137.80
	Pct 4=2650	137.80

Description	PRICES Gulf Data
TREASURER'S OFFICE	
Letterhead Paper	159.00
Business Cards	29.00
Large Window Envelope	1025.00

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES
	Gulf Data
TAX OFFICE	
Business Cards	45.00
Business Cards	34.00
Envelopes W/Logo #10	82.05
Envelopes W/Logo #10	580.00
Envelopes W/Logo #10	1770.00
AUTOMOBILE DEPT PLUS ALL SUBSTATIONS	
Business Cards	34.00
Envelopes W/Logo	247.50
Envelopes W/Logo	700.00
Envelopes W/Logo	1170.00

Description	PRICES
	Gulf Data
COMMISSIONER PRECINCT 3	
Business Cards	99.00
Letterhead Paper - 8.5" X 11", #20 Fine quality	220.00
Envelopes W/Logo	49.00
Landfill Form- Legal Size Paper	146.50

Description		PRICES
		Gulf Data
139TH DISTRICT COURT:		
Business Cards	foil seal	396.00
	ink seal	136.00
Letterhead Paper		352.00
Order Of Release/Order Of Commitment		306.00

Description	PRICES
	Gulf Data
206TH DISTRICT COURT:	
Order Of Release/Order Of Commitment	306.00
Business Cards	42.00
Juror Tags	111.86

Description	PRICES
	Gulf Data
332TH DISTRICT COURT	
Business Cards	34.00
Order Of Release/Order Of Commitment	379.00
Order Of Referral For Mediation:	113.00

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES
	Gulf Data
370TH DISTRICT COURT	
Letterhead Paper	88.00
Envelopes W/Logo	155.00

Description	PRICES
	Gulf Data
389TH DISTRICT COURT	
Letterhead	124.00
Business Cards	37.00
Envelopes W/Logo	155.00

Description	PRICES
	Gulf Data
398th DISTRICT COURT	
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper,	498.00
Business Cards	105.00
Envelopes W/Logo	624.00
Order Of Release/Order Of Commitment	441.00

Description		PRICES
		Gulf Data
430TH DISTRICT COURT		
Letterhead		124.00
Business Cards	500 Foil	104.00
	500 Ink	34.00

Description	PRICES
	Gulf Data
CONSTABLE PRECINCT No 1	
Field Contact Card – Index Card	59.00
Hidalgo County Constable Pct. 1 Warning Book	560.00
Ticket Book	1070.00

Description	PRICES
	Gulf Data
CONSTABLE PRECINCT No 2	
Business Cards – 3 ½" x 2", Black Card w/ Gold Lettering	417.00
Envelopes W/Constable Logo	80.00
Ticket Book	326.50

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES
	Gulf Data
CONSTABLE PRECINCT No. 3:	
Envelopes W/Constable Logo	90.00
Vehicle Impoundment	136.50
Business Cards	34.00
Business Cards	78.00
Ticket Book	278.80

Description	PRICES
	Gulf Data
PUBLIC DEFENDER'S OFFICE	
Business Cards	646.00

Description	PRICES
	Gulf Data
JUSTICE OF THE PEACE PRECINCT 1 PLACE 1	
Envelopes W/Logo - no window,	45.00
Envelopes W/Logo - with window	65.10
Printed Envelope	60.60

Description	PRICES
	Gulf Data
DISTRICT ATTORNEY	
Letterhead Paper - #20 Fine quality Bond Paper	117.25
Manila Folder- Special die cut end	2690.00
Business Cards -	34.00
Authorization For Medico legal Examination	159.00
Envelopes W/Logo - (Checks Department)	182.50
Envelopes W/Logo - (Misdemeanor Department)	342.50
Envelopes W/Logo - Standard	132.00
Check Receipt	121.00
Check Writer Flyers	98.00
Misdemeanor Complaints	857.00
Criminal Manila Folders- Legal Size	2690.00

Description	PRICES
	Gulf Data
COUNTY COURT LAW #4 (JUDGE FRED GARZA)	
Letterhead Paper	279.00
Envelopes W/Logo	59.00
Business Cards	37.00

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES
	Gulf Data
COUNTY COURT # 6 (JUDGE ALBERT GARCIA)	
Envelopes W/Logo	155.00
Business Cards	37.00

Description	PRICES
	Gulf Data
COUNTY COURT # 7 (JUDGE ROLANDO CANTU)	
Business Cards	37.00

Description	PRICES
	Gulf Data
DISTRICT CLERKS	
Business Cards	3120.00
Business Cards	104.00
Envelopes W/Seal- With Window	1863.60
Envelopes W/Seal , No Windows	1668.00

Description	PRICES
	Gulf Data
JAIL DEPARTMENT	
Inmate Request Forms-	1737.00

Description	PRICES
	Gulf Data
LAW ENFORCEMENT	
Administrative Action Form	415.00
Evidence/Inventory Control Report	198.00
Name Placement Card	107.00
Sheriff Badge Stickers	265.00
Operation Child Safeguard Flyers	394.00
Business Cards –1 sided	45.00
Business Cards – 2 sided front and back	59.00
Time Earned/Absence Request Form-	595.00
Impound Books	297.50
Inmate Trust Receipt Book	1090.00
Motor Pool Service Request sticker	73.00

HIDALGO COUNTY
TABULATION SHEET
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	PRICES
	Gulf Data
HEALTH AND HUMAN SERVICES	
Envelopes W/Logo	240.00
Letterhead Paper	909.00
Receipt Books	10.90 per book
Application For On-Site Sewage Facilities	205.00
Technical Information For On-Site	205.00
Authorization To Construction-	205.00
Soil Evaluation Report Information	89.00
Food Service Inspection Report	338.00
Keep Your Germs To Yourself-English	58.00
Contenga Sus Gérmenes-Spanish	58.00
Stop The Flu	58.00
Alto A La Gripe	58.00

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

METHOD OF DELIVERY:

F.O.B. INSIDE DELIVERY GULF DATA PRODUCTS – KEVIN

THIRD PARTY DELIVERY _____

Description	Estimated Quantity	Unit Price	Total Price
PURCHASING DEPARTMENT			
Terms and Conditions Printed	30,000 per order	.0325	975.00

Description	Estimated Quantity	Unit Price	Total Price
ADULT PROBATION DEPARTMENT			
Appointment Cards	6,000 per year	.056	336.00
Probationer Acknowledgment Form	2,000 per year	.0275	55.00
Initial Assessment Form	1,000 per year	.059	59.00
Court Information Form	1,200 per year	.04	48.00
Community Service Restitution ID Card	4,000 per year	.061	244.00
Court Notes	2,000 per year	.0275	55.00
Community Service Restitution Program Rules	2,000 per year	.0295	59.00
Authorization To Release Information	2,000 per year	.0285	56.00
Employment Search Forms	1,000 per year	.048	48.00
Family History Information	6,000 per year	.0295	177.00
Field Visit Log	2,000 per year	.0295	59.00
Gun Control Act	3,000 per year	.023	69.00
Guidelines For Payment To The Acct. Dept.	6,000 per year	.0305	183.00
Home Visit Cards	1,000 per year	.087	87.00
Intake Checklist	3,000 per year	.02267	68.01
Leave Request	2,000 per year	.0295	59.00
Intake Appt. Referral	3,000 per year	.034	102.00
Monthly Report (By Mail)	3,000 per year	.034	102.00
Monthly Report (In Person)	3,000 per year	.02267	68.01
Office Rules And Regulations	3,000 per year	.034	102.00
Probationer Acknowledgment Form	2,000 per year	.0295	59.00
Personal Data Form	2,000 per year	.037	74.00
Probationer Monthly Report Sign-In-Ledger	1,000 per year	.048	48.00
Payment Schedule	1,500 per year	.043	64.50
Receptionists' Slips	1,000 per year	.051	51.00
Records Control Unit Processing Checklist	3,000 per year	.02267	68.01
R.C.U. Intake File Tracking Form	3,000 per year	.02267	68.01
Referral Cards	1,000 per year	.095	95.00
Reassessment Form -	1,000 per year	.059	59.00
TCIC/NCIC Request	500 per year	.062	31.00
Sign-In Roster	500 per year	.070	35.00
Scanning Checklist	3,000 per year	.023	69.00

OPENED
10:00
1/25/12
Witnessed

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

TEAS DPS Inquiry Log	4,000 per year	.02	80.00
Telephone Message	4,000 per year	.02	80.00
Travel Permit Slips	3,000 per year	.033	99.00
Telephone Log-	1,500 per year	.035	52.50
Website Log	2,000 per year	.0285	57.00
Envelopes W/Logo	4 boxes of 500	19.00BX	76.00
Envelopes W/Logo	4 boxes of 500	19.00 BX	76.00
Pre-Numbered Receipts	60,000 per year	.045	2700.00

Description	Estimated Quantity	Unit Price	Total Price
COUNTY AUDITORS OFFICE:			
Letterhead Paper	500	.55	275.00
Letterhead Paper	500	.55	275.00

Description		Estimated Quantity	Unit Price	Total Price
COUNTY CLERKS OFFICE:				
Recreational Fishing Regulations Cards		1,000	.87	870.00
Recreational Hunting Regulations Cards		1,000	.87	870.00
Business Cards		30 boxes of 500 per order	74.00 BX	2220.00
Business Cards		2500 per order	.0544ea	136.00
Envelopes W/Logo with window		30 boxes of 500 per box	42.50 BX	1275.00
Envelopes W/Logo with no window		30 boxes of 500 per box	38.90BX	1167.00
Letterhead Paper		30 reams of 500 sheets	27.50 RM	825.00
Certificate Of Withdrawal From Business		10,500 ea	.050	525.00
Assumed Name Certificate		10,500 ea	.0308	323.40
Newly Wed Letter		10,000ea	.0405	405.00
Scratch Pads		500 pads of	1.59	795.00
Birth/Marriage Envelopes		6,000	.23	1380.00
Booklet Envelopes	with peel	6,000 per order	.35	2100.00
	without peel	6,000 per order	.29	1740.00
Special Window Envelopes		50,000	.178	8900.00

THESE ARE ACTU. 1 CARD - 2 SIDE.

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Witnessed

Description	Estimated Quantity	Unit Price	Total Price
H.I.D.T.A. TASK FORCE:			
Envelopes W/Logo	4 boxes of 500	79.00	316.00
Letterhead Paper	4 reams of 500	65.00	260.00
Business Cards	1 box of 500 Per each	.068	34.00
Mailing Labels	500 per order	.258	129.00
Vehicle Impoundment Report	500	.19	95.00
Receipt For Forms	500	.15	75.00
Investigative File Jacket (Light Blue)	1000	.687	687.00

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Investigative File Jacket (Canary Yellow)	1000	.687	687.00
Dividers Multi-Color	400 sets yearly	1.23	492.00
Name Plate	On as needed basis	125 ea	125.00

Description	Estimated Quantity	Unit Price	Total Price
HUMAN RESOURCES:			
Business Cards	500 per box	.068	38.00
Envelopes W/Logo	4 boxes of 500 ea box	106.00 BX	424.00
Interview Worksheet	5,000 ea	.0202	101.00
Interview Selection Form	5,000 ea	.0958	479.00
Letterhead Paper	20 reams of 500	69.00 RM	1380.00
Drainage District #1 Application	4,000 ea page	.1255 ST	502.00
County Of Hidalgo Application	12,000 ea page	.0891 ST	1070.00
Sheriff Department Application	10,000 ea page	.2845	2845.00
Sick Leave Donation Form	4,000	.022	88.00

Description	Estimated Quantity	Unit Price	Total Price
JUVENILE JUSTICE CENTER			
Letterhead Paper	24 reams per order	29.00 RM	696.00
Visitor's Labels	2 rolls of 500	77.00 RL	154.00
Mailing Labels	1 roll of 5000	.067	335.00
Business Cards	500	.068	34.00
	1000	.038	38.00
Envelopes W/Logo	20 boxes of 500 per order	17.00 RM	340.00
Policy And Procedures Manual	10 per order	59.00 BK	590.00
Annual Report	50 books per order	16.50 BK	825.00

Description	Estimated Quantity	Unit Price	Total Price
PLANNING DEPARTMENT			
Approved Application	Pct 1=2650	.052	137.80
	Pct 2= 300	.099	29.70
	Pct 3=2650	.052	137.80
	Pct 4=2650	.052	137.80
Receipt Book	27 Books	15.70 BK	423.90
Receipt Books -	56 Books	14.20 BK	937.20
Receipt Books	27 Books	15.70 BK	423.90
Culvert Installation Work Order---/25 Work orders per bk	12 Books	21.00 BK	252.00

OPENED
10:00
1/25/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price
TREASURER'S OFFICE			
Letterhead Paper	1 ream of 500	.318	159.00

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Business Cards	500 per box	.058	29.00
Envelopes W/Logo	5000 per order	.059	295.00
Large Window Envelope	5000 per order	.205	1025.00

Description	Estimated Quantity	Unit Price	Total Price
TAX OFFICE			
Business Cards	1000 per order	.045	45.00
Business Cards	500 per order	.068	34.00
Letterhead Paper	5000	.13	650.00
Paper plain with WATERMARK 8.5X11 Bou ppr,bnd, recy, rio bond	100	2.00	200.00
Envelopes W/Logo #10	1500	.0547	82.05
Envelopes W/Logo #9	5000	.036	180.00
Envelopes W/Logo #10	20,000 per order	.029	580.00
Envelopes W/Logo #10	60,000 per order	.0295	1770.00
Envelopes W/Logo #9	20,000 per order	.049	980.00
Deputation Form	250	2.00	500.00
Envelope---4 1/8" x 9 ½"	5000	.035	175.00
AUTOMOBILE DEPT PLUS ALL SUBSTATIONS			
Business Cards	500 per order	.068	34.00
Letterhead Paper	5,000	.13	650.00
Envelopes W/Logo	7500	.033	247.50
Envelopes W/Logo	50 bxs of 500	14.00BK	700.00
Envelopes W/Logo	10 bxs of 100	29.90BK	299.00
Envelopes W/Logo	10 bxs of 500	117.00BX	1170.00
Deputation Cards- 3.875 x 2.375 index color # 110 black	250	.78	195.00
County Liquor Permit Rect:	150	.549	82.35
Refund Slips	3000 per order	.0295	88.50

Description	Estimated Quantity	Unit Price	Total Price
COMMISSIONER PRECINCT 3			
Business Cards	1box of 500	.198 ea	99.00
Letterhead Paper - 8.5" X 11", #20 Fine quality	2 boxes/ of 500	110.00 BX	220.00
Letterhead Paper – 8.5" X 11", Linen Paper	2 boxes/ of 500	113.50 BX	227.00
Envelopes W/Logo	2 boxes /of 500	24.50 BX	49.00
Landfill Form- Legal Size Paper	50 Tablets of /100 sheets per	2.93 PK	146.50
Parking Permit	12 / 50 sheets per	9.75 PK	117.00

Description		Estimated Quantity	Unit Price	Total Price
139TH DISTRICT COURT:				
Business Cards	foil seal	4 bxs. Of 500	99.00BX	396.00

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1/25/12
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HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

	ink seal	4 bxs. Of 500	34.00BX	136.00
Letterhead Paper		4 reams of 500	88.00RM	352.00
Order Of Release/Order Of Commitment		2,000/3 part	.153	306.00
Envelopes W/Logo		2 boxes of 500	122 BX	244.00 FOIL - PER SAMPL
			82 BX	164.00 INK - PER DESCRIPT

Description	Estimated Quantity	Unit Price	Total Price
206TH DISTRICT COURT:			
Letterhead Paper #20 Fine quality Bond Paper	2 reams of 500	67.00RM	134.00
Letterhead Paper - 8.5" X 11" 25 % Cotton Paper BLANK	2 reams of 500	46.00RM	92.00
Order Of Release/Order Of Commitment	2,000/3 part	.153	306.00
Envelopes W/Logo	2 boxes of 500	92.00BX	184.00
Juror's Handbook Pamphlets	1,000	.39	390.00
Business Cards	1,000	.042	42.00
Juror Tags	14	7.99	111.86

Description	Estimated Quantity	Unit Price	Total Price
332TH DISTRICT COURT:			
Business Cards	500 per order	.068	34.00
Instructions to Jurors in Civil Cases	2000 per order	.041	82.00
Envelopes W/Logo	2500 per order	.1048	262.00
Letterhead Paper	1000 per order	.088	88.00
Order Of Release/Order Of Commitment	2500 per order	.1516	379.00
Order Of Referral For Mediation:	2000 per order	.0565	113.00

Description	Estimated Quantity	Unit Price	Total Price
370TH DISTRICT COURT			
Letterhead Paper	1000 per order	.088	88.00
Envelopes W/Logo	1000 per order	.155	155.00

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Description	Estimated Quantity	Unit Price	Total Price
389TH DISTRICT COURT			
Letterhead	1000 per order	.124	124.00
Business Cards	1000 per order	.074	37.00
Envelopes W/Logo	1000 per order	.155	155.00
Order Of Release/Order Of Commitment	1000 per order	.189	189.00
Certificate of Appreciation	1000 per order	.301	301.00
Juror's Handbook Pamphlets	1000 per order	.39	390.00

Description	Estimated Quantity	Unit Price	Total Price
398th DISTRICT COURT			

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper,	6 reams of 500	83.00 RM	498.00
Letterhead Paper - 8.5" X 11", 25% Cotton Paper	6 reams of 500	42.00 RM	252.00
Business Cards	500 per box	.21 ea	105.00
Envelopes W/Logo	6 boxes of 500	104.00 BX	624.00
Order Of Release/Order Of Commitment	3,000 3-Part	.147	441.00

Description	Estimated Quantity	Unit Price	Total Price
430TH DISTRICT COURT			
Letterhead	1000	.124	124.00
Business Cards	500 Foil	.208	104.00
	500 Ink	.068	34.00
Business Cards, DOUBLE sided print, landscape layout	500	.118	59.00
Envelopes W/Logo	1000	.279	279.00
Juror's Handbook Pamphlets -	500	.58	290.00

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 1			
Business Cards	500 per box	.084	42.00
Field Contact Card – Index Card	2,000	.0295	59.00
Building Check Card	500 ea	.0759	37.95
Warning Card	2,000	.10	200.00
Notice/Aviso – Door Hanger Card	5,000	.0978	489.00
Vehicle Impoundment	100 books	4.89 BK	489.00
Hidalgo County Constable Pct. 1 Warning Book	200 books	2.80 BK	560.00
Ticket Book	200 books	5.35	1070.00
Official Receipt For Constables Fees	20 books	20.50	410.00

Description	Estimated Quantity	Unit Price	Total Price
CONSTABLE PRECINCT No 2			
Letterhead Paper	2 boxes of 5,000	137.00 BX	274.00
Business Cards – 3 ½" x 2", Black Card w/ Gold Lettering	3 bxs of 1,000	139.00 BX	417.00
Business Cards - 3½" X 2", Black ink Raised Lettering,	4 bxs of 1000	47.00 BX	188.00
Envelopes W/Constable Logo	4 boxes of 500	20.00 BX	80.00
Official Receipt For Constables Fees	3 books 50 sets per book	55.00 BK	165.00
Ticket Book	50 books of 20 sheets per bk	6.53 BK	326.50
Warning Flyers	4 boxes of 5,000	619.00 BX	2476.00
Advertencia Flyer	4 boxes of 5,000	619.00 BX	2476.00

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10:00
1/25/12
Witnessed

Description	Estimated Quantity	Unit Price	Total Price

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

CONSTABLE PRECINCT No. 3:			
Letterhead Paper	4 reams	65.00RM	260.00
Notice/Aviso – Door Hanger Card	2,000	.1795	359.00
Envelopes W/Constable Logo	4 bxs /500	22.50 BX	90.00
Vehicle Impoundment	80/25 per bk	5.46 BK	136.50
Business Cards	250 per box	.136 ea	34.00
Business Cards	2 boxes of 1000	39.00 BX	78.00
Warning Flyers	750 sheets	.346	259.50
Advertencia Flyers –	750 sheets	.346	259.50
Warning Notice To Vacate	750 sheets	.346	259.50
Ticket Book	40-booklets/ 25 sheets per bk	6.97 BK	278.80
Official Receipt For Constables Fees	50 sets per book 2 books	59.00 BK	118.00

Description	Estimated Quantity	Unit Price	Total Price
PUBLIC DEFENDER'S OFFICE			
Business Cards	19 boxes of 500	34.00 BX	646.00
Letterhead Paper - #20 Fine quality Bond Paper-Ivory	Ream of 500	.318	159.00
Envelopes W/Logo, window envelope	8 boxes of 500 ea	92.10 BX	736.80
Envelopes W/Logo Plain No window envelope	8 boxes of 500 ea	92.10 BX	736.80

Description	Estimated Quantity	Unit Price	Total Price
JUSTICE OF THE PEACE PRECINCT 1 PLACE 1			
Magistrate's Warning	1,000 ea page	.046	46.00
Community Hours Form	1,000 ea page	.046	46.00
Plaintiff's Original Petition Form	1,000 ea page	.089	89.00
Instructions For Filing Suit Form	1,000 ea page	.089	89.00
Driving Safety Course Request	1,000 ea page	.159	159.00
Application For Emergency Commitment	1,000 ea page	.344	344.00
Letterhead Paper	1 ream of 500	.091	45.50
Business Cards	2 boxes of 500	44.00 BX	88.00
Envelopes W/Logo - Size 4 ⅛" x 9 ½", no window,	2 boxes of 500	22.50 BX	45.00
Envelopes W/Logo - Size 4 ⅛" x 9 ½", with window	3 boxes of 500	21.70 BX	65.10
Printed Envelope	3 Boxes of 500	20.20 BX	60.60
Certificate Of Vital Record Paper – Size 8.5"x11"	1,000	SOLE SOURCE	
Certificate Of Vital Record Paper – Size - 8½" X 14	1,000	Scott Merriman	

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Description	Estimated Quantity	Unit Price	Total Price
DISTRICT ATTORNEY			
Letterhead Paper - 8.5" X 11", #20 Fine quality Bond Paper	5 boxes of 500	23.45 BX	117.25
Manila Folder- Special die cut end	10,000	.269	2690.00
Business Cards - 3½" X 2"	500 per box	.068	34.00

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Worthless Check Affidavit	9000	.0549	494.10
Authorization For Medico legal Examination	1,000	.159	159.00
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes, (Checks Department)	10 boxes of 500	18.25 BX	182.50
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard Envelopes (Misdemeanor Department)	20 boxes of 500	17.125 BX	342.50
Envelopes W/Logo - Size 4 ⅛" x 9 ½", Standard	8 boxes of 500	16.50 BX	132.00
Victim Impact Statement	5,000 per year	.064	320.00
Check Receipt	5,000	.0242	121.00
Check Writer Flyers	500	.196	98.00
Misdemeanor Complaints	10,000	.0857	857.00
Criminal Manila Folders- Legal Size, Folder Stock, End tab, ½ Cut Folders w/ black ink print, 1,000 per box	10 boxes of 1,000	.269	2690.00

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT LAW #4 (JUDGE FRED GARZA)			
Letterhead Paper	5000	.0558	279.00
Envelopes W/Logo	1000	.059	59.00
Business Cards	1000	.037	37.00
Certificate of Appreciation	5000	.2158	1079.00

Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT # 6 (JUDGE ALBERT GARCIA)			
Letterhead Paper,	5000	.09	450.00
Envelopes W/Logo	1000	.155	155.00
Business Cards	1000	.037	37.00

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Description	Estimated Quantity	Unit Price	Total Price
COUNTY COURT # 7 (JUDGE ROLANDO CANTU)			
Letterhead Paper	5000	.143	715.00
Envelopes W/Logo	1000	.259	259.00
Business Cards	1000	.037	37.00

Description	Estimated Quantity	Unit Price	Total Price
DISTRICT CLERKS			
Business Cards	30 boxes 500 per bx	104.00 BX	3120.00
Business Cards	500 per box	104.00 BX	104.00
Envelopes W/Seal- With Window	120 boxes of 500	15.53 BX	1863.60
Envelopes W/Seal , No Windows	120 boxes of 500	13.90 BX	1668.00

Description	Estimated Quantity	Unit Price	Total Price

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

JAIL DEPARTMENT		.0579	
Inmate Request Forms-	30,000 ea	~~.0579~~	1737.00
Bail Bond Fee Refund Forms	300	.33	99.00

Description	Estimated Quantity	Unit Price	Total Price
LAW ENFORCEMENT			
Administrative Action Form	10,000	.0415	415.00
Evidence Cards	6,000	.017	102.00
Evidence/Inventory Control Report	1,000	.198	198.00
Civil And Warrants Writ Of Possession Notice	1,000	.217	217.00
Name Placement Card	500	.214	107.00
Sheriff Badge Stickers	5,000 stickers	.053	265.00
Child ID Card	5,000	.127	635.00
Operation Child Safeguard Flyers	5,000	.0788	394.00
Recruitment Flyer	5,000	.0958	479.00
Latent Fingerprint Index Card	5,000	.0382	191.00
Latent Print Envelope	2,000	.107	214.00
Official Photograph	2,000	.202	101.00
Envelope	3,000	.079	237.00
Business Cards –3 ½" x 2" 1 sided	1 box of 250	45.00 BX	45.00
Business Cards – 3 ½" x 2" 2 sided front and back	1 box of 250	59.00 BX	59.00
Citation Books	25 per book 250 books	3.925 BK	981.25
Time Earned/Absence Request Form-	5,000	.119	595.00
Field Interview Cards	5,000	.0318	159.00
Impound Books	25 per book 100 books	11.90 BK	297.50
Maintenance Books–	25 per bk 250 bks	1.94 BK	485.00
Offense/Incident Reports-front and back	30,000	.0213	639.00
Offense Reports-Narrative	40,000	.0164	656.00
Offense Reports-Property Reporting	10,000	.0213	213.00
Victim's Bill of Rights Pamphlet	5,000	.042	210.00
Inmate Trust Receipt Book	50 sets per book 200	5.45 BK	1090.00
DIC-24 Statutory Warning	100	.29	29.00
DIC-25 Notice of Suspension Temp. Driving Permit	100	.29	29.00
Motor Pool Service Request	1000	.044	44.00
Motor Pool Service Request sticker	1000	.073	73.00
The State of Texas Statement of Elected/ Appointed Officer	300	.317	65.10
Deputation	300	.34	102.00
Operation Child Safeguard 17x22" Poster:	500	1.25	625.00

OPENED
10:00
1/25/12
Witnesse

HIDALGO COUNTY
ADDENDUM #1
EXHIBIT "B"
"PRINTED ITEMS AND RELATED SUPPLIES"
BID NO: 2012-008-01-04-MEG

Description	Estimated Quantity	Unit Price	Total Price
HEALTH AND HUMAN SERVICES			
Envelopes W/Logo	15 boxes of 500 per box per order	16.00BX	~~240.00~~
Letterhead Paper	20 reams of 500	45.45RM	909.00
Receipt Books 160 BKS ORDERD LAST	as needed	10.90BK	
Application For On-Site Sewage Facilities	2,000 per order	.1025	205.00
Technical Information For On-Site	2,000 per order	.1025	205.00
Authorization To Construction-	2,000 per order	.1625	205.00
Soil Evaluation Report Information	2,000 per order	.0445	89.00
Food Service Inspection Report	2,000 per order	.169	338.00
On Site Sewage Inspection Report	2,000 per order	.1515	303.00
Services Offered Pamphlet –English	5,000 per order	.1014	507.00
Services Offered Pamphlet –Spanish	5,000 per order	.1014	507.00
Keep Your Germs To Yourself-English	1,000 per order	.058	58.00
Contenga Sus Gérmenes-Spanish	1,000 per order	.058	58.00
Stop The Flu	1,000 per order	.058	58.00
Alto A La Gripe	1,000 per order	.058	58.00

OPENED
10:00
1/25/12
Witnessed

BIDDER'S INFORMATION

BIDDER/COMPANY NAME: GULF DATA PRODUCTS
ADDRESS: 810 E. HARRISON
CITY/STATE/ZIP CODE: HARLINGEN TX 78550
PHONE NUMBER: 381-9996 - 800-825-5395
E-MAIL ADDRESS: gulfdata2@sbcglobal.net
CELLULAR NUMBERS: 956-802-7467
FAX NUMBER: 956-425-5535
AUTHORIZED SIGNATURE: Kevin Kanipe
PRINTED NAME: KEVIN KANIPE
TITLE: PRESIDENT
DATE: 1-15-12

ACKNOWLEDGMENT OF BID SUBMITTED

EXHIBIT "C"
INSURANCE REQUIREMENTS

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 7/25/2012

PRODUCER
RICK VILLARREAL INS AGENCY
2116 W University Dr
Edinburg, TX 78539
(956) 383-7001

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
Gulf Data Products
E.A. Stone Inc.
810 E Harrison
Harlingen, TX 78550
956-421-5711

INSURERS AFFORDING COVERAGE	NAIC#
INSURER A: Farmers Insurance Exchange	
INSURER B: Farmers Truck Insurance	
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 THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A		GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER [X] POLICY [ ] PRO-JECT [ ] LOC	60191-95-32	05/18/2012	05/18/2013	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
		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	$ $ $
		EXCESS / UMBRELLA LIABILITY [ ] OCCUR [ ] CLAIMS MADE [ ] DEDUCTIBLE [ ] RETENTION $				EACH OCCURRENCE AGGREGATE	$ $
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ] (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	A07076872	04/18/2012	04/18/2013	WC STATU-TORY LIMITS [X] 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
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

County of Hidalgo shall be named as additioinal insured on all Commercial General Liability policies.

CERTIFICATE HOLDER

HIDALGO COUNTY
Attn: Purchasing Department
2812 S Highway Bus. 281
Edinburg, Texas 78539

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE 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

ACORD 25 (2009/01)

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Evangelina Garcia

From: Steve Crain [scrain@atlashall.com]
Sent: Monday, March 05, 2012 8:26 AM
To: 'Evangelina Garcia'
Subject: RE:

The contract is fine.

From: Evangelina Garcia [mailto:evangelina.garcia@co.hidalgo.tx.us]
Sent: Thursday, March 01, 2012 4:25 PM
To: 'Stephen L. Crain'
Cc: 'Marynel Trevino'; 'Marynel Trevino'
Subject:

Mr. Crain:
Attached is the third and final contract of the three (multiple award) for your review as to form with the revision as requested.

Thank you

Vangie Y. Garcia, Contract's Manager
2802 S. Business Hwy. 281
New Administration Building
Edinburg, Texas 78539
(956) 292-7000-Extension 4856
email: evangelina.garcia@co.hidalgo.tx.us

Hidalgo County

Expenditure Summary Report

Standard Report Format

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-412-00-001-001-0-550	92ND DC-PRINTING & BINDING	836.00	.00	.00	.00	836.00	.00
3-1100-412-00-001-001-0-601	92ND DC-OFFICE & COMPUTER SUPPLIES	1,500.00	1,305.06	.00	.00	194.94	87.00
3-1100-412-00-001-001-0-664	92ND DC-OTHER MINOR EQUIPMENT	.00	1,262.00	.00	.00	-1,262.00	.00
3-1100-412-00-002-001-0-550	93RD DC-PRINTING & BINDING	1,700.00	.00	.00	.00	1,700.00	.00
3-1100-412-00-002-001-0-601	93RD DC-OFFICE & COMPUTER SUPPLIES	5,600.00	.00	98.61	98.61	5,501.39	1.76
3-1100-412-00-002-001-0-664	93RD DC-OTHER MINOR EQUIPMENT	2,500.00	.00	.00	.00	2,500.00	.00
3-1100-412-00-002-001-0-671	93RD DC-BLDG&OTHR STRUC R&M SUPPL	501.00	.00	.00	.00	501.00	.00
3-1100-412-00-003-001-0-550	139TH DC-PRINTING & BINDING	500.00	.00	.00	.00	500.00	.00
3-1100-412-00-003-001-0-601	139TH DC-OFFICE & COMPUTER SUPPLIES	2,800.00	757.67	.00	.00	2,042.33	27.06
3-1100-412-00-003-001-0-671	139TH DC-BLDG&OTHR STRUC R&M SUPPL	600.00	.00	.00	.00	600.00	.00
3-1100-412-00-004-001-0-550	206TH DC-PRINTING & BINDING	1,000.00	.00	306.00	306.00	694.00	30.60
3-1100-412-00-004-001-0-601	206TH DC-OFFICE & COMPUTER SUPPLIES	3,200.00	250.00	546.07	546.07	2,403.93	24.88
3-1100-412-00-004-001-0-664	206TH DC-OTHER MINOR EQUIPMENT	300.00	.00	.00	.00	300.00	.00
3-1100-412-00-004-001-0-671	206TH DC-BLDG&OTHR STRUC R&M SUPPL	250.00	.00	.00	.00	250.00	.00
3-1100-412-00-005-001-0-550	275TH DC-PRINTING & BINDING	300.00	.00	.00	.00	300.00	.00
3-1100-412-00-005-001-0-601	275TH DC-OFFICE & COMPUTER SUPPLIES	1,500.00	.00	.00	.00	1,500.00	.00
3-1100-412-00-005-001-0-664	275TH DC-OTHER MINOR EQUIPMENT	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-412-00-005-001-0-671	275TH DC-BLDG&OTHR STRUC R&M SUPPL	379.00	.00	.00	.00	379.00	.00
3-1100-412-00-006-001-0-550	332ND DC-PRINTING & BINDING	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-412-00-006-001-0-601	332ND DC-OFFICE & COMPUTER SUPPLIES	1,900.00	.00	.00	.00	1,900.00	.00
3-1100-412-00-006-001-0-664	332ND DC-OTHER MINOR EQUIPMENT	300.00	.00	.00	.00	300.00	.00
3-1100-412-00-007-001-0-601	370TH DC-OFFICE & COMPUTER SUPPLIES	500.00	209.56	.00	.00	290.44	41.91
3-1100-412-00-008-001-0-550	389TH DC-PRINTING & BINDING	700.00	167.34	371.86	371.86	160.80	77.03
3-1100-412-00-008-001-0-601	389TH DC-OFFICE & COMPUTER SUPPLIES	3,000.00	50.00	.00	.00	2,950.00	1.67
3-1100-412-00-008-001-0-671	389TH DC-BLDG&OTHR STRUC R&M SUPPL	675.00	182.48	223.09	223.09	269.43	60.08
3-1100-412-00-009-001-0-550	398TH DC-PRINTING & BINDING	1,094.00	.00	.00	.00	1,094.00	.00
3-1100-412-00-009-001-0-601	398TH DC-OFFICE & COMPUTER SUPPLIES	2,800.00	.00	86.59	86.59	2,713.41	3.09
3-1100-412-00-009-001-0-664	398TH DC-OTHER MINOR EQUIPMENT	500.00	.00	.00	.00	500.00	.00
3-1100-412-00-009-003-0-550	INDIGENT DEFENSE-PRINTING & BINDING	1,800.00	.00	.00	.00	1,800.00	.00
3-1100-412-00-009-003-0-601	INDIGENT DEFENSE-OFFICE & COMPUTER SUPPL	3,637.00	840.97	.00	.00	2,796.03	23.12
3-1100-412-00-010-001-0-550	430TH DC-PRINTING & BINDING	1,500.00	.00	.00	.00	1,500.00	.00
3-1100-412-00-010-001-0-601	430TH DC-OFFICE & COMPUTER SUPPLIES	2,750.00	14.77	439.95	439.95	2,295.28	16.54
3-1100-412-00-010-001-0-664	430TH DC-OTHER MINOR EQUIPMENT	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-412-00-011-001-0-550	449TH DC-PRINTING & BINDING	836.00	.00	.00	.00	836.00	.00
3-1100-412-00-011-001-0-601	449TH DC-OFFICE & COMPUTER SUPPLIES	3,700.00	1,953.13	303.81	303.81	1,443.06	61.00
3-1100-412-00-011-001-0-664	449TH DC-OTHER MINOR EQUIPMENT	1,400.00	.00	.00	.00	1,400.00	.00

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-412-00-021-001-0-550	CCL#1-PRINTING & BINDING	825.00	.00	.00	.00	825.00	.00
3-1100-412-00-021-001-0-601	CCL#1-OFFICE & COMPUTER SUPPLIES	2,413.75	1,348.43	3.08	3.08	1,062.24	55.99
3-1100-412-00-022-001-0-550	CCL#2-PRINTING & BINDING	800.00	.00	.00	.00	800.00	.00
3-1100-412-00-022-001-0-601	CCL#2-OFFICE & COMPUTER SUPPLIES	2,292.00	157.67	.00	.00	2,134.33	6.88
3-1100-412-00-022-001-0-664	CCL#2-OTHER MINOR EQUIPMENT	704.00	.00	.00	.00	704.00	.00
3-1100-412-00-023-001-0-550	PROBATE CRT-PRINTING & BINDING	600.00	.00	.00	.00	600.00	.00
3-1100-412-00-023-001-0-601	PROBATE CRT-OFFICE & COMPUTER SUPPLIES	1,000.00	.00	304.81	304.81	695.19	30.48
3-1100-412-00-024-001-0-550	CCL#4-PRINTING & BINDING	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-412-00-024-001-0-601	CCL#4-OFFICE & COMPU SUPPL	584.72	584.72	.00	.00	.00	100.00
3-1100-412-00-025-001-0-550	CCL#5-PRINTING & BINDING	1,500.00	.00	.00	.00	1,500.00	.00
3-1100-412-00-025-001-0-601	CCL#5-OFFICE & COMPUTER SUPPLIES	2,288.00	665.51	.00	.00	1,622.49	29.09
3-1100-412-00-026-001-0-550	CCL#6-PRINTING & BINDING	3,048.00	.00	.00	.00	3,048.00	.00
3-1100-412-00-026-001-0-601	CCL#6-OFFICE & COMPUTER SUPPLIES	2,800.00	.00	.00	.00	2,800.00	.00
3-1100-412-00-027-001-0-550	CCL#7-PRINTING & BINDING	3,048.00	.00	.00	.00	3,048.00	.00
3-1100-412-00-027-001-0-601	CCL#7-OFFICE & COMPUTER SUPPLIES	2,800.00	388.74	.00	.00	2,411.26	13.88
3-1100-412-00-028-001-0-550	CCL#8-PRINTING & BINDING	600.00	.00	.00	.00	600.00	.00
3-1100-412-00-028-001-0-601	CCL#8-OFFICE & COMPUTER SUPPLIES	14,349.44	1,766.00	4,698.39	4,698.39	7,885.05	45.05
3-1100-412-00-032-001-0-601	MASTER CRT II-OFFICE & COMPUTER SUPPLIES	1,000.00	124.39	.00	.00	875.61	12.44
3-1100-412-00-045-001-0-601	AUXILIARY CRT-OFFICE & COMPUTER SUPPLI	881.50	2.68	157.48	157.48	721.34	18.17
3-1100-412-00-055-001-0-601	CHILD PROTECTION CRT-OFFICE & COMP SUPP	4,000.00	562.26	.00	.00	3,437.74	14.06
3-1100-412-00-061-001-0-550	JP PCT 1/PL 1-PRINTING & BINDING	2,000.00	.00	1,043.73	1,043.73	956.27	52.19
3-1100-412-00-061-001-0-601	JP PCT 1/PL 1-OFFICE & COMPUTER SUPPLIES	1,186.50	.00	84.56	84.56	1,101.94	7.13
3-1100-412-00-062-001-0-550	JP PCT 1/PL 2-PRINTING & BINDING	1,000.00	260.00	.00	.00	740.00	26.00
3-1100-412-00-062-001-0-601	JP PCT 1/PL 2-OFFICE & COMPUTER SUPPLIES	1,501.00	628.57	.00	.00	872.43	41.88
3-1100-412-00-063-001-0-601	JP PCT 2/PL 1-OFFICE & COMPUTER SUPPLIES	1,880.00	.00	.00	.00	1,880.00	.00
3-1100-412-00-064-001-0-550	JP PCT 2/PL 2-PRINTING & BINDING	1,125.00	54.96	161.64	161.64	908.40	19.25
3-1100-412-00-064-001-0-601	JP PCT 2/PL 2-OFFICE & COMPUTER SUPPLIES	1,900.00	759.10	679.18	679.18	461.72	75.70
3-1100-412-00-065-001-0-550	JP PCT 3/PL 1-PRINTING & BINDING	1,500.00	.00	.00	.00	1,500.00	.00
3-1100-412-00-065-001-0-601	JP PCT 3/PL 1-OFFICE & COMPUTER SUPPLIES	1,521.68	.00	1,456.66	1,456.66	65.02	95.73
3-1100-412-00-066-001-0-550	JP PCT 3/PL 2-PRINTING & BINDING	2,000.00	.00	1,541.20	1,541.20	458.80	77.06
3-1100-412-00-066-001-0-601	JP PCT 3/PL 2-OFFICE & COMPUTER SUPPLIES	1,700.00	.00	1,698.70	1,698.70	1.30	99.92
3-1100-412-00-067-001-0-550	JP PCT 4/PL 1-PRINTING & BINDING	530.00	364.00	.00	.00	166.00	68.68
3-1100-412-00-067-001-0-601	JP PCT 4/PL 1-OFFICE & COMPUTER SUPPLIES	2,500.00	492.04	308.95	308.95	1,699.01	32.04
3-1100-412-00-068-001-0-550	JP PCT 4/PL 2-PRINTING & BINDING	1,391.00	261.50	.00	.00	1,129.50	18.80

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-412-00-068-001-0-601	JP PCT 4/PL 2-OFFICE & COMPU SUPPL	1,200.00	803.78	45.90	45.90	350.32	70.81
3-1100-412-00-069-001-0-550	JP PCT 5/PL 1-PRINTING & BINDING	150.00	.00	.00	.00	150.00	.00
3-1100-412-00-069-001-0-601	JP PCT 5/PL 1-OFFICE & COMPUTER SUPPLIES	1,500.00	.00	.00	.00	1,500.00	.00
3-1100-412-00-080-002-0-550	CRIM DA-PRINTING & BINDING	4,875.00	4,307.75	102.00	102.00	465.25	90.46
3-1100-412-00-080-002-0-601	CRIM DA-OFFICE & COMPUTER SUPPLIES	53,138.99	5,237.79	6,319.16	6,319.16	41,582.04	21.75
3-1100-412-00-080-013-0-601	DA CIVIL LITIGATION-OFFICE & COMP SUPPL	2,000.00	5.89	114.46	114.46	1,879.65	6.02
3-1100-412-00-090-001-0-550	DIST CLERK-PRINTING & BINDING	47,030.00	11,027.95	4,075.00	4,075.00	31,927.05	32.11
3-1100-412-00-090-001-0-601	DIST CLERK-OFFICE & COMPUTER SUPPLIES	48,000.00	9,959.72	7,891.80	7,891.80	30,148.48	37.19
3-1100-412-20-080-001-0-601	GRAND JURY-OFFICE & COMPU SUPPL	100.00	.00	.00	.00	100.00	.00
3-1100-412-30-085-003-0-550	PUBLIC DEFENDER-PRINTING & BINDING	1,500.00	254.50	731.00	731.00	514.50	65.70
3-1100-412-30-085-003-0-601	PUBLIC DEFENDER-OFFICE & COMPUTER SUPPL	3,760.00	457.90	184.24	184.24	3,117.86	17.08
3-1100-413-00-110-006-0-550	CO JUDGE-PRINTING & BINDING	4,486.75	3,743.55	287.40	287.40	455.80	89.84
3-1100-413-00-110-006-0-601	CO JUDGE-OFFICE & COMPU SUPPL	7,500.00	1,032.49	838.84	838.84	5,628.67	24.95
3-1100-413-00-110-006-0-671	CO JUDGE-BLDG&OTHR STRUC R&M SUPPL	100.00	73.92	.00	.00	26.08	73.92
3-1100-413-00-125-001-0-550	EXECUTIVE OFFICE-PRINTING & BINDING	200.00	.00	.00	.00	200.00	.00
3-1100-413-00-125-001-0-601	EXECUTIVE OFFICE-OFFICE & COMPUTER SUPPL	3,000.00	177.09	27.95	27.95	2,794.96	6.83
3-1100-413-00-125-001-0-664	EXECUTIVE OFFICE-OTHER MINOR EQUIPMENT	5,400.00	3,383.40	.00	.00	2,016.60	62.66
3-1100-414-00-130-001-0-550	ELECTIONS DEPT-PRINTING & BINDING	15,000.00	.00	.00	.00	15,000.00	.00
3-1100-414-00-130-001-0-601	ELECTIONS DEPT-OFFICE & COMPUTER SUPPL	69,332.01	4,456.89	2,505.87	2,505.87	62,369.25	10.04
3-1100-414-00-130-001-0-664	ELECTIONS DEPT-OTHER MINOR EQUIPMENT	783.90	454.43	.00	.00	329.47	57.97
3-1100-414-00-130-001-0-671	ELECTIONS DEPT-BLDG&OTHR STRUC R&M SUPPL	2,000.00	.00	.00	.00	2,000.00	.00
3-1100-415-00-115-002-0-601	CO WIDE ADM-OFFICE & COMPUTER SUPPLIES	.00	62,462.21	.00	.00	-62,462.21	.00
3-1100-415-00-200-001-0-601	INFO TECH DEPT-OFFICE & COMPUTER SUPPL	4,195.00	2,202.96	94.95	94.95	1,897.09	54.78
3-1100-415-00-200-001-0-671	INFO TECH DEPT-BLDG&OTHR STRUC R&M SUPPL	200.90	200.90	.00	.00	.00	100.00
3-1100-415-00-200-002-0-601	IT COUNTYWIDE-OFFICE & COMPU SUPPL	3,900.00	2,497.22	390.52	390.52	1,012.26	74.04
3-1100-415-00-200-002-0-664	IT COUNTYWIDE-OTHER MINOR EQUIPMENT	2,652.90	.00	.00	.00	2,652.90	.00
3-1100-415-00-200-002-0-671	IT COUNTYWIDE-BLDG&OTHR STRUC R&M SUPPL	5,751.20	1,045.83	.00	.00	4,705.37	18.18
3-1100-415-14-115-001-0-601	DBM-BUDGET DIV-OFFICE & COMPUTER SUPPL	10,000.00	1,005.15	2,702.08	2,702.08	6,292.77	37.07
3-1100-415-15-140-001-0-550	TAX OFF-PRINTING & BINDING	13,000.00	7,656.20	3,720.55	3,720.55	1,623.25	87.51
3-1100-415-15-140-001-0-601	TAX OFF-OFFICE & COMPUTER SUPPLIES	43,287.60	17,915.48	13,270.07	13,270.07	12,102.05	72.04
3-1100-415-15-140-001-0-664	TAX OFF-OTHER MINOR EQUIPMENT	750.00	655.20	.00	.00	94.80	87.36
3-1100-415-15-140-001-0-671	TAX OFF-BLDG&OTHR STRUC R&M SUPPL	150.00	.00	.00	.00	150.00	.00
3-1100-415-16-150-001-0-550	CO TREASURER-PRINTING & BINDING	2,500.00	58.00	950.00	950.00	1,492.00	40.32
3-1100-415-16-150-001-0-601	CO TREASURER-OFFICE & COMPUTER SUPPLIES	9,000.00	769.39	640.27	640.27	7,590.34	15.66

Hidalgo County

Expenditure Summary Report

Standard Report Format

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-415-18-160-001-0-550	PURCHASING-PRINTING & BINDING	1,550.00	.00	.00	.00	1,550.00	.00
3-1100-415-18-160-001-0-601	PURCHASING-OFFICE & COMPUTER SUPPLIES	10,000.00	257.97	2,855.74	2,855.74	6,886.29	31.14
3-1100-415-21-170-001-0-550	CO AUDITOR-PRINTING & BINDING	3,000.00	.00	202.30	202.30	2,797.70	6.74
3-1100-415-21-170-001-0-601	CO AUDITOR-OFFICE & COMPUTER SUPPLIES	21,487.16	5,873.98	3,679.94	3,679.94	11,933.24	44.46
3-1100-415-40-180-001-0-550	CO CLERK-PRINTING & BINDING	20,000.00	6,630.58	848.40	848.40	12,521.02	37.39
3-1100-415-40-180-001-0-601	CO CLERK-OFFICE & COMPUTER SUPPLIES	40,000.00	2,770.42	6,503.90	6,503.90	30,725.68	23.19
3-1100-415-40-180-001-0-664	CO CLERK-OTHER MINOR EQUIPMENT	850.00	802.06	.00	.00	47.94	94.36
3-1100-415-40-180-001-0-671	CO CLERK-BLDG&OTHR STRUC R&M SUPPL	1,455.00	1,096.93	.00	.00	358.07	75.39
3-1100-415-40-180-002-0-550	CO CLERK RECORD ARCHIVE-PRINT & BIND	750.00	.00	.00	.00	750.00	.00
3-1100-415-40-180-002-0-601	CO CLERK RECORD ARCHIVE-OFFICE&COMPU SUP	2,775.00	.00	.00	.00	2,775.00	.00
3-1100-415-50-190-001-0-550	CIVIL SERVICE-PRINTING & BINDING	2,250.00	.00	.00	.00	2,250.00	.00
3-1100-415-50-190-001-0-601	CIVIL SERVICE-OFFICE & COMPUTER SUPPLIES	1,500.00	32.95	.00	.00	1,467.05	2.20
3-1100-415-50-190-001-0-603	CIVIL SERVICE-EDUCATION/INSTRUCTION SUPP	100.00	.00	.00	.00	100.00	.00
3-1100-415-50-190-002-0-550	HUMAN RESOURCES-PRINTING & BINDING	10,000.00	.00	.00	.00	10,000.00	.00
3-1100-415-50-190-002-0-601	HUMAN RESOURCES-OFFICE & COMPUTER SUPPL	8,179.86	2,355.80	1,041.77	1,041.77	4,782.29	41.54
3-1100-415-50-190-002-0-603	HUMAN RESOURCES-EDUCATION/INSTRUCTION	1,164.00	.00	.00	.00	1,164.00	.00
3-1100-419-10-210-001-0-550	PLANNING DEPT-PRINTING & BINDING	1,200.00	.00	600.00	600.00	600.00	50.00
3-1100-419-10-210-001-0-601	PLANNING DEPT-OFFICE & COMPUTER SUPPLIES	7,210.86	869.51	3,733.22	3,733.22	2,608.13	63.83
3-1100-419-40-220-001-0-550	FACILITIES MGMT-PRINTING & BINDING	500.00	.00	.00	.00	500.00	.00
3-1100-419-40-220-001-0-601	FACILITIES MGMT-OFFICE & COMPUTER SUPPL	6,699.41	2,238.99	2,387.30	2,387.30	2,073.12	69.06
3-1100-419-40-220-001-0-664	FACILITIES MGMT-OTHER MINOR EQUIPMENT	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-419-40-220-001-0-671	FACILITIES MGMT-BLDG&OTHR STRUC R&M SUPP	154,300.00	21,366.53	5,357.78	5,357.78	127,575.69	17.32
3-1100-419-50-125-003-0-601	SAFETY-OFFICE & COMPUTER SUPPL	4,750.00	377.64	59.85	59.85	4,312.51	9.21
3-1100-419-50-125-003-0-603	SAFETY-EDUCATION/INSTRUCTION SUP	1,450.00	.00	.00	.00	1,450.00	.00
3-1100-421-00-080-003-0-664	AUTOPSIES-OTHER MINOR EQUIPMENT	12,202.79	4,202.79	.00	.00	8,000.00	34.44
3-1100-421-00-125-011-0-550	TX DPS-PRINTING & BINDING	1,125.00	.00	.00	.00	1,125.00	.00
3-1100-421-00-125-011-0-601	TX DPS-OFFICE & COMPU SUPPL	555.00	.00	.00	.00	555.00	.00
3-1100-421-00-280-001-0-550	SHERIFF-PRINTING & BINDING	28,100.00	8,262.00	66.00	66.00	19,772.00	29.64
3-1100-421-00-280-001-0-601	SHERIFF-OFFICE & COMPUTER SUPPLIES	87,410.87	24,574.46	9,746.66	9,746.66	53,089.75	39.26
3-1100-421-00-280-001-0-603	SHERIFF-EDUCATION/INSTRUCTION SUPPLIES	36,153.00	7,401.18	.00	.00	28,751.82	20.47
3-1100-421-00-280-001-0-664	SHERIFF-OTHER MINOR EQUIPMENT	32,000.00	1,331.91	349.99	349.99	30,318.10	5.26
3-1100-421-00-280-001-0-671	SHERIFF-BLDG&OTHR STRUC R&M SUPPL	6,000.00	.00	.00	.00	6,000.00	.00
3-1100-421-00-291-001-0-550	CONSTABLE PCT.1-PRINTING & BINDING	1,300.00	.00	285.00	285.00	1,015.00	21.92
3-1100-421-00-291-001-0-601	CONSTABLE PCT.1-OFFICE & COMPUTER SUPPL	2,800.00	940.19	.00	.00	1,859.81	33.58
3-1100-421-00-291-001-0-603	CONSTABLE PCT.1-EDUCATION/INSTRUCTION	500.00	.00	.00	.00	500.00	.00

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-421-00-292-001-0-550	CONSTABLE PCT.2-PRINTING & BINDING	1,120.00	292.50	468.00	468.00	359.50	67.90
3-1100-421-00-292-001-0-601	CONSTABLE PCT.2-OFFICE & COMPUTER SUPPL	4,528.55	3,896.03	565.16	565.16	67.36	98.51
3-1100-421-00-293-001-0-550	CONSTABLE PCT.3-PRINTING & BINDING	2,000.00	691.00	.00	.00	1,309.00	34.55
3-1100-421-00-293-001-0-601	CONSTABLE PCT.3-OFFICE & COMPUTER SUPPL	2,000.00	454.96	1,137.29	1,137.29	407.75	79.61
3-1100-421-00-294-001-0-550	CONSTABLE PCT.4-PRINTING & BINDING	1,500.00	292.00	410.50	410.50	797.50	46.83
3-1100-421-00-294-001-0-601	CONSTABLE PCT.4-OFFICE & COMPUTER SUPPL	1,604.81	497.81	674.31	674.31	432.69	73.04
3-1100-421-00-294-001-0-603	CONSTABLE PCT.4-EDUCATION/INSTRUCTION SU	.00	.00	.00	.00	.00	.00
3-1100-421-00-295-001-0-601	CONSTABLE PCT.5-OFFICE & COMPUTER SUPPL	.00	389.80	.00	.00	-389.80	.00
3-1100-422-10-300-001-0-550	FIRE MARSHAL-PRINTING & BINDING	2,000.00	.00	590.60	590.60	1,409.40	29.53
3-1100-422-10-300-001-0-601	FIRE MARSHAL-OFFICE & COMPUTER SUPPLIES	4,800.00	2,187.44	.00	.00	2,612.56	45.57
3-1100-422-10-300-001-0-664	FIRE MARSHAL-OTHER MINOR EQUIPMENT	1,400.00	1,357.98	.00	.00	42.02	97.00
3-1100-422-10-300-001-0-671	FIRE MARSHAL-BLDG&OTHR STRUCT R&M SUPPL	200.00	.00	154.63	154.63	45.37	77.32
3-1100-423-00-320-001-0-601	ADULT PROB-OFFICE & COMPU SUPPL	6,000.00	.00	.00	.00	6,000.00	.00
3-1100-423-00-320-001-0-671	ADULT PROB-BLDG&OTHR STRUC R&M SUPPL	400.00	56.84	.00	.00	343.16	14.21
3-1100-423-21-280-002-0-550	JAIL-PRINTING & BINDING	8,500.00	1,737.00	.00	.00	6,763.00	20.44
3-1100-423-21-280-002-0-601	JAIL-OFFICE & COMPUTER SUPPLIES	75,000.00	18,388.70	3,474.63	3,474.63	53,136.67	29.15
3-1100-423-21-280-002-0-664	JAIL-OTHER MINOR EQUIPMENT	4,000.00	1,473.28	.00	.00	2,526.72	36.83
3-1100-423-21-280-002-0-671	JAIL-BLDG&OTHR STRUC R&M SUPPL	80,000.00	13,059.70	9,072.42	9,072.42	57,867.88	27.67
3-1100-423-21-280-086-0-671	JAIL LANDMARK-BLDG & OTHR STR R&M SUPP	2,630,586.65	.00	.00	.00	2,630,586.65	.00
3-1100-423-32-330-001-0-601	JUV DET HM-OFFICE & COMPUTER SUPPLIES	6,000.00	1,054.53	634.54	634.54	4,310.93	28.15
3-1100-423-32-330-001-0-664	JUV DET HM-OTHER MINOR EQUIPMENT	3,000.00	.00	.00	.00	3,000.00	.00
3-1100-423-32-330-001-0-671	JUV DET HM-BLDG&OTHR STRUC R&M SUPPL	10,873.38	3,013.43	2,567.39	2,567.39	5,292.56	51.33
3-1100-423-60-330-002-0-550	JUV PROB-PRINTING & BINDING	4,000.00	.00	.00	.00	4,000.00	.00
3-1100-423-60-330-002-0-601	JUV PROB-OFFICE & COMPUTER SUPPLIES	14,000.00	50.00	6,006.66	6,006.66	7,943.34	43.26
3-1100-429-00-110-075-0-550	EMERGENCY MGMT-PRINTING & BINDING	500.00	.00	.00	.00	500.00	.00
3-1100-429-00-110-075-0-601	EMERGENCY MGMT-OFFICE & COMPUTER SUPPL	2,500.00	791.06	352.50	352.50	1,356.44	45.74
3-1100-429-00-110-075-0-603	EMERGENCY MGMT-EDUCATION/INSTRUCTION SUP	1,000.00	40.60	.00	.00	959.40	4.06
3-1100-429-00-110-075-0-664	EMERGENCY MGMT-OTHER MINOR EQUIP	500.00	.00	.00	.00	500.00	.00
3-1100-432-00-121-001-0-601	PCT1 SANITATION-OFFICE & COMPUTER SUPPL	5,000.00	270.01	.00	.00	4,729.99	5.40
3-1100-432-00-121-001-0-664	PCT1 SANITATION-OTHER MINOR EQUIPMENT	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-432-00-121-001-0-671	PCT1 SANITATION-BLDG&OTHR STRUC R&M SUPP	2,000.00	.00	.00	.00	2,000.00	.00
3-1100-432-00-122-001-0-550	PCT2 SANITATION-PRINTING & BINDING	300.00	.00	.00	.00	300.00	.00
3-1100-432-00-122-001-0-601	PCT2 SANITATION-OFFICE & COMPUTER SUPPL	150.00	.00	.00	.00	150.00	.00
3-1100-432-00-123-001-0-550	PCT3 SANITATION-PRINTING & BINDING	282.00	.00	.00	.00	282.00	.00
3-1100-432-00-123-001-0-601	PCT3 SANITATION-OFFICE & COMPUTER SUPPL	300.00	.00	.00	.00	300.00	.00

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-432-00-123-001-0-664	PCT3 SANITATION-OTHER MINOR EQUIPMENT	3,000.00	85.00	.00	.00	2,915.00	2.83
3-1100-432-00-123-001-0-671	PCT3 SANITATION-BLDG&OTHER STRUC R&M SUP	5,000.00	.00	33.12	33.12	4,966.88	.66
3-1100-432-00-124-001-0-550	PCT4 SANITATION-PRINTING & BINDING	500.00	240.00	.00	.00	260.00	48.00
3-1100-432-00-124-001-0-601	PCT4 SANITATION-OFFICE & COMPUTER SUPPL	1,040.00	534.08	213.96	213.96	291.96	71.93
3-1100-441-00-340-001-0-550	HEALTH ADM-PRINTING & BINDING	6,000.00	3,208.50	.00	.00	2,791.50	53.48
3-1100-441-00-340-001-0-601	HEALTH ADM-OFFICE & COMPUTER SUPPLIES	9,930.00	1,307.12	434.75	434.75	8,188.13	17.54
3-1100-441-00-340-001-0-603	HEALTH ADM-EDUCATION/INSTRUCTION SUPPL	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-441-00-340-003-0-550	HEALTH CLINICS-PRINTING & BINDING	1,300.00	.00	.00	.00	1,300.00	.00
3-1100-441-00-340-003-0-601	HEALTH CLINICS-OFFICE & COMPUTER SUPPL	27,150.00	11,406.78	1,459.30	1,459.30	14,283.92	47.39
3-1100-441-00-340-003-0-664	HEALTH CLINICS-OTHER MINOR EQUIPMENT	1,000.00	.00	997.44	997.44	2.56	99.74
3-1100-441-00-340-003-0-671	HEALTH CLINICS-BLDG&OTHR STRUC R&M SUPPL	700.00	176.00	.00	.00	524.00	25.14
3-1100-441-00-350-003-0-601	WIC INELIGIBLE COSTS-OFFICE&COMPUTER SUP	.00	114.71	.00	.00	-114.71	.00
3-1100-444-00-240-001-0-550	HUMAN SERVICES-PRINTING & BINDING	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-444-00-240-001-0-601	HUMAN SERVICES-OFFICE & COMPUTER SUPPL	13,083.84	1,226.15	305.70	305.70	11,551.99	11.71
3-1100-444-00-240-001-0-603	HUMAN SERVICES-EDUCATION/INSTRUCTION SUP	2,000.00	.00	.00	.00	2,000.00	.00
3-1100-444-00-240-001-0-664	HUMAN SERVICES-OTHER MINOR EQUIPMENT	200.00	.00	.00	.00	200.00	.00
3-1100-444-00-370-001-0-550	VETERAN'S SRV-PRINTING & BINDING	750.00	.00	.00	.00	750.00	.00
3-1100-444-00-370-001-0-601	VETERAN'S SRV-OFFICE & COMPUTER SUPPLIES	1,800.00	146.84	500.28	500.28	1,152.88	35.95
3-1100-451-10-125-020-0-550	HISTORICAL COMM-PRINTING & BINDING	1,000.00	.00	.00	.00	1,000.00	.00
3-1100-451-10-125-020-0-601	HISTORICAL COMM-OFFICE & COMPU SUPPL	400.00	.00	.00	.00	400.00	.00
3-1100-452-00-121-013-0-550	PCT1 PARKS-PRINTING & BINDING	1,500.00	.00	372.15	372.15	1,127.85	24.81
3-1100-452-00-121-013-0-601	PCT1 PARKS-OFFICE & COMPUTER SUPPL	5,000.00	150.00	347.35	347.35	4,502.65	9.95
3-1100-452-00-121-013-0-664	PCT1 PARKS-OTHER MINOR EQUIPMENT	3,000.00	.00	.00	.00	3,000.00	.00
3-1100-452-00-121-013-0-671	PCT1 PARKS-BLDG & OTHR STRUC R&M SUPPL	7,795.00	687.10	.00	.00	7,107.90	8.81
3-1100-452-00-122-008-0-550	PCT2 PARKS-PRINTING & BINDING	1,100.00	.00	.00	.00	1,100.00	.00
3-1100-452-00-122-008-0-601	PCT2 PARKS-OFFICE & COMPUTER SUPPL	300.00	.00	.00	.00	300.00	.00
3-1100-452-00-122-008-0-664	PCT2 PARKS-OTHER MINOR EQUIPMENT	3,000.00	319.00	450.00	450.00	2,231.00	25.63
3-1100-452-00-122-008-0-671	PCT2 PARKS-BLDG & OTHR STRUC R&M SUPPL	10,000.00	14.20	67.96	67.96	9,917.84	.82
3-1100-452-00-123-008-0-550	PCT3 PARKS-PRINTING & BINDING	735.00	270.00	.00	.00	465.00	36.73
3-1100-452-00-123-008-0-601	PCT3 PARKS-OFFICE & COMPUTER SUPPL	1,500.00	.00	.00	.00	1,500.00	.00
3-1100-452-00-123-008-0-664	PCT3 PARKS-OTHER MINOR EQUIPMENT	2,711.21	.00	.00	.00	2,711.21	.00
3-1100-452-00-123-008-0-671	PCT3 PARKS-BLDG & OTHR STRUC R&M SUPPL	17,800.00	3,526.86	2,076.90	2,076.90	12,196.24	31.48
3-1100-452-00-124-009-0-550	PCT4 PARKS-PRINTING & BINDING	1,200.00	.00	.00	.00	1,200.00	.00
3-1100-452-00-124-009-0-603	PCT4 PARKS-EDUCATION/INSTRUCTION SUPPL	480.00	320.00	.00	.00	160.00	66.67
3-1100-452-00-124-009-0-664	PCT4 PARKS-OTHER MINOR EQUIPMENT	3,000.00	.00	.00	.00	3,000.00	.00

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1100-452-00-124-009-0-671	PCT4 PARKS-BLDG&OTHR STRUC R&M SUPPL	2,000.00	.00	215.39	215.39	1,784.61	10.77
3-1100-461-00-380-001-0-550	TX AGRILIFE EXT-PRINTING & BINDING	300.00	.00	.00	.00	300.00	.00
3-1100-461-00-380-001-0-601	TX AGRILIFE EXT-OFFICE & COMPUTER SUPPL	5,000.00	873.37	.00	.00	4,126.63	17.47
3-1100-461-00-380-001-0-671	TX AGRILIFE EXT-BLDG&OTHR STRUC R&M SUPP	500.00	.00	.00	.00	500.00	.00
3-1100-466-00-121-050-0-601	PCT1 CRC-OFFICE & COMPUTER SUPPLIES	900.00	.00	403.06	403.06	496.94	44.78
3-1100-466-00-122-018-0-550	PCT2 CRC-PRINTING & BINDING	236.95	.00	.00	.00	236.95	.00
3-1100-466-00-122-018-0-601	PCT2 CRC-OFFICE & COMPUTER SUPPLIES	473.91	172.21	.00	.00	301.70	36.34
3-1100-466-00-122-018-0-664	PCT2 CRC-OTHER MINOR EQUIPMENT	130.32	.00	.00	.00	130.32	.00
3-1100-466-00-122-082-0-550	PCT2 CRC (S.TOWER)-PRINTING & BINDING	153.02	.00	.00	.00	153.02	.00
3-1100-466-00-122-082-0-601	PCT2 CRC (S.TOWER)-OFFICE &COMPUTER SUPP	210.05	.00	104.88	104.88	105.17	49.93
3-1100-466-00-122-082-0-664	PCT2 CRC (S.TOWER)-OTHER MINOR EQUIP	105.02	.00	.00	.00	105.02	.00
3-1100-466-00-122-082-0-671	PCT2 CRC (S.TOWER)-BLDG & OTHR STRUC R&M	1,534.02	627.84	.00	.00	906.18	40.93
3-1100-466-00-124-077-0-601	PCT4 CRC-OFFICE & COMPUTER SUPPLIES	3,923.95	188.38	689.78	689.78	3,045.79	22.38
3-1100-466-00-124-077-0-603	PCT4 CRC-EDUCATION/INSTRUCTION SUPP	1,000.00	22.74	70.38	70.38	906.88	9.31
3-1200-431-00-121-004-0-550	PCT1 ADM-PRINTING & BINDING	1,900.00	1,653.60	.00	.00	246.40	87.03
3-1200-431-00-121-004-0-601	PCT1 ADM-OFFICE & COMPUTER SUPPLIES	12,373.01	2,391.25	4,025.87	4,025.87	5,955.89	51.86
3-1200-431-00-121-005-0-601	PCT1 RD MAINT-OFFICE & COMPUTER SUPPLIES	1,000.00	.00	283.80	283.80	716.20	28.38
3-1200-431-00-121-005-0-664	PCT1 RD MAINT-OTHER MINOR EQUIPMENT	3,000.00	.00	.00	.00	3,000.00	.00
3-1200-431-00-121-005-0-671	PCT1 RD MAINT-BLDG & OTHR STRUC R&M SUPP	3,000.00	.00	234.08	234.08	2,765.92	7.80
3-1200-431-00-122-004-0-664	CW MECH SHOP-OTHER MINOR EQUIPMENT	1,800.00	.00	.00	.00	1,800.00	.00
3-1200-431-00-122-005-0-550	PCT2 ADM-PRINTING & BINDING	188.73	.00	60.75	60.75	127.98	32.19
3-1200-431-00-122-005-0-601	PCT2 ADM-OFFICE & COMPUTER SUPPLIES	13,438.06	1,763.73	1,028.52	1,028.52	10,645.81	20.78
3-1200-431-00-122-005-0-664	PCT2 ADM-OTHER MINOR EQUIPMENT	1,260.26	16.51	.00	.00	1,243.75	1.31
3-1200-431-00-122-005-0-671	PCT2 ADM-BLDG & OTHER STRUC R&M SUPPL	791.46	44.97	.00	.00	746.49	5.68
3-1200-431-00-122-006-0-603	PCT2 RD MAINT-EDUCATION/INSTRUCTION SUPP	22.26	.00	.00	.00	22.26	.00
3-1200-431-00-122-006-0-664	PCT2 RD MAINT-OTHER MINOR EQUIPMENT	8,340.57	349.00	700.00	700.00	7,291.57	12.58
3-1200-431-00-122-006-0-671	PCT2 RD MAINT-BLDG & OTHER STRUC R&M SUP	222.56	.00	.00	.00	222.56	.00
3-1200-431-00-123-004-0-550	PCT3 ADM-PRINTING & BINDING	808.50	99.00	.00	.00	709.50	12.24
3-1200-431-00-123-004-0-601	PCT3 ADM-OFFICE & COMPUTER SUPPLIES	8,129.95	2,138.69	650.06	650.06	5,341.20	34.30
3-1200-431-00-123-004-0-664	PCT3 ADM-OTHER MINOR EQUIPMENT	2,500.00	.00	.00	.00	2,500.00	.00
3-1200-431-00-123-005-0-664	PCT3 RD MAINT-OTHER MINOR EQUIPMENT	10,000.00	1,543.10	522.38	522.38	7,934.52	20.65
3-1200-431-00-123-005-0-671	PCT3 RD MAINT-BLDG & OTHR STRUC R&M SUPP	5,000.00	.00	.00	.00	5,000.00	.00
3-1200-431-00-124-005-0-550	PCT4 ADM-PRINTING & BINDING	1,235.99	441.00	162.00	162.00	632.99	48.79
3-1200-431-00-124-005-0-601	PCT4 ADM-OFFICE & COMPUTER SUPPL	5,667.47	1,326.75	1,462.77	1,462.77	2,877.95	49.22
3-1200-431-00-124-007-0-603	PCT4 RD MAINT-EDUCATION/INSTRUCTION SUPP	1,000.00	575.75	375.00	375.00	49.25	95.08

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1200-431-00-124-007-0-664	PCT4 RD MAINT-OTHER MINOR EQUIPMENT	12,600.00	714.58	3,359.89	3,359.89	8,525.53	32.34
3-1200-431-00-124-007-0-671	PCT4 RD MAINT-BLDG & OTHER STRUC R&M SUP	2,000.00	415.53	1,222.12	1,222.12	362.35	81.88
3-1200-431-00-125-028-0-601	BCAP-OFFICE & COMPU SUPPL	1,500.00	.00	.00	.00	1,500.00	.00
3-1200-431-00-260-001-0-550	R-O-W DEPT-PRINTING & BINDING	200.00	.00	.00	.00	200.00	.00
3-1200-431-00-260-001-0-601	R-O-W DEPT-OFFICE & COMPUTER SUPPLIES	900.00	30.00	.00	.00	870.00	3.33
3-1222-412-00-080-006-0-550	DA BAD CK-PRINTING & BINDING	1,000.00	.00	.00	.00	1,000.00	.00
3-1222-412-00-080-006-0-601	DA BAD CK-OFFICE & COMPU SUPPL	164.93	164.93	.00	.00	.00	100.00
3-1223-412-00-080-007-0-550	DA INVESTIGATION HB65-PRINTING & BINDING	4,000.00	3,573.50	.00	.00	426.50	89.34
3-1223-412-00-080-007-0-601	DA INVESTIGATION HB65-OFFICE & COMP SUPP	2,500.00	.00	268.48	268.48	2,231.52	10.74
3-1223-412-00-080-007-0-603	DA INVESTIGATION HB65-EDUCATION/INSTRUCT	1,500.00	.00	.00	.00	1,500.00	.00
3-1223-412-00-080-007-0-664	DA INVESTIGATION HB65-OTHER MINOR EQUIP	1,000.00	.00	.00	.00	1,000.00	.00
3-1228-421-00-280-006-0-601	SHRF FED SHARING-US TREAS-OFFICE & COMPU	10,000.00	.00	.00	.00	10,000.00	.00
3-1228-421-00-280-006-0-664	SHRF FED SHARING-US TREAS-OTHER MINOR EQ	5,000.00	.00	.00	.00	5,000.00	.00
3-1229-421-00-280-007-0-550	SHRF FED SHARING-USDJ-PRINTING & BINDING	2,000.00	.00	.00	.00	2,000.00	.00
3-1229-421-00-280-007-0-601	SHRF FED SHARING-USDJ-OFFICE&COMPU SUPPL	5,000.00	.00	.00	.00	5,000.00	.00
3-1229-421-00-280-007-0-664	SHRF FED SHARING-USDJ-OTHER MINOR EQUIP	29,242.00	.00	12,121.00	12,121.00	17,121.00	41.45
3-1230-421-00-293-010-0-664	CONST PCT.3 INVESTIG HB65-OTHER MINOR EQ	1,395.77	.00	.00	.00	1,395.77	.00
3-1237-415-40-180-003-0-601	CC REC MGMT-OFFICE & COMPU SUPPL	9,500.00	.00	.00	.00	9,500.00	.00
3-1237-415-40-180-003-0-664	CC REC MGMT-OTHER MINOR EQUIPMENT	1,000.00	.00	.00	.00	1,000.00	.00
3-1238-415-40-180-004-0-664	COUNTY RECORDS MGMT-OTHER MINOR EQUIP	2,506.00	2,175.44	.00	.00	330.56	86.81
3-1242-412-00-060-001-0-601	JUSTICE CRT TECH-OFFICE & COMPUTER SUPPL	5,377.81	1,671.87	.00	.00	3,705.94	31.09
3-1242-412-00-060-001-0-664	JUSTICE CRT TECH-OTHER MINOR EQUIPMENT	16,000.00	.00	.00	.00	16,000.00	.00
3-1243-412-00-023-002-0-601	PROBATE CRT-OFFICE & COMPU SUPPL	109.14	9.14	.00	.00	100.00	8.37
3-1243-412-00-023-002-0-664	PROBATE CRT-OTHER MINOR EQUIPMENT	100.00	.00	.00	.00	100.00	.00
3-1243-412-00-023-002-0-671	PROBATE CRT-BLDG&OTHR STRUC R&M SUPPL	100.00	.00	.00	.00	100.00	.00
3-1246-415-15-140-003-0-550	TAX OFF-PRINTING & BINDING	10,000.00	.00	.00	.00	10,000.00	.00
3-1246-415-15-140-003-0-601	TAX OFF-OFFICE & COMPU SUPPL	10,000.00	627.73	.00	.00	9,372.27	6.28
3-1247-412-50-100-001-0-550	LAW LIBRARY-PRINTING & BINDING	1,500.00	980.00	.00	.00	520.00	65.33
3-1247-412-50-100-001-0-601	LAW LIBRARY-OFFICE & COMPU SUPPL	2,785.18	268.97	333.70	333.70	2,182.51	21.64
3-1247-412-50-100-001-0-664	LAW LIBRARY-OTHER MINOR EQUIPMENT	500.00	.00	.00	.00	500.00	.00
3-1247-412-50-100-001-0-671	LAW LIBRARY-BLDG&OTHR STRUC R&M SUPPL	1,000.00	.00	.00	.00	1,000.00	.00
3-1252-412-00-270-012-0-550	HIDTA US TREASURY-PRINTING & BINDING	4,500.00	68.00	.00	.00	4,432.00	1.51

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1252-412-00-270-012-0-601	HIDTA US TREASURY-OFFICE & COMPU SUPPL	10,000.00	2,692.78	.00	.00	7,307.22	26.93
3-1252-412-00-270-012-0-664	HIDTA US TREASURY-OTHER MINOR EQUIPMENT	1,000.00	.00	.00	.00	1,000.00	.00
3-1252-412-00-270-012-0-671	HIDTA US TREASURY-BLDG&OTHR STRUC R&M	2,000.00	.00	.00	.00	2,000.00	.00
3-1254-412-00-270-014-0-601	HIDTA US JUSTICE-OFFICE & COMPUTER SUPPL	205.00	205.00	.00	.00	.00	100.00
3-1254-412-00-270-014-0-603	HIDTA US JUSTICE-EDUCATION/INSTRUCTION S	116.00	116.00	.00	.00	.00	100.00
3-1256-412-00-080-014-0-601	DA USDOJ-OFFICE & COMPUTER SUPPLIES	661.07	661.07	.00	.00	.00	100.00
3-1257-421-00-293-016-0-664	CONST. PCT.3-EQUITABLE SHARING-OTHER MIN	2,000.00	.00	.00	.00	2,000.00	.00
3-1280-452-00-123-984-1-671	PCT3-66-0910-IRRG/PLUMB SYSTEM-BLD&OTHER	17,800.00	.00	.00	.00	17,800.00	.00
3-1280-452-00-123-985-1-671	PCT3-66-0916-ANZALDUA PRK TCKT BLD-BLD&O	13,738.57	.00	.00	.00	13,738.57	.00
3-1280-452-00-123-986-1-671	PCT3-66-0918-BLD RPR/CONTENT DAMAGES-BLD	15,546.66	.00	.00	.00	15,546.66	.00
3-1280-452-00-123-988-1-671	PCT3-66-0914-PRK EQUIP/CONTENTS-BLDG&OTH	32,222.94	.00	.00	.00	32,222.94	.00
3-1281-412-00-080-012-2-550	CJD-BPU-PRINTING & BINDING	1,966.00	.00	.00	.00	1,966.00	.00
3-1281-412-00-080-012-2-601	CJD-BPU-OFFICE & COMPUTER SUPPLIES	4,150.37	.00	.00	.00	4,150.37	.00
3-1282-412-30-085-004-2-601	PUBLIC DEFENDER JUV SECT-OFFICE & COMP	.00	48.65	.00	.00	-48.65	.00
3-1282-412-30-085-004-3-550	PUBLIC DEFENDER JUV SECT-PRINTING & BIND	300.00	.00	85.00	85.00	215.00	28.33
3-1282-412-30-085-004-3-601	PUBLIC DEFENDER JUV SECT-OFFICE & COMP	2,000.00	.00	.00	.00	2,000.00	.00
3-1283-414-00-130-018-2-601	2012 CHAPTER 19-OFFICE & COMPUTER SUPPL	5,079.96	5,079.96	.00	.00	.00	100.00
3-1283-414-00-130-021-3-601	HAVA-POLLING PLACE ACESS-OFFICE & COMP	49,871.86	.00	.00	.00	49,871.86	.00
3-1283-414-00-130-022-3-601	HAVA-OPPORTUNITY FOR ACESS-OFFICE & COMP	24,938.77	.00	.00	.00	24,938.77	.00
3-1284-421-00-280-065-3-601	ARRA RECOVERY JAG-OFFICE & COMPUTER SUPP	340.00	.00	.00	.00	340.00	.00
3-1284-421-00-280-084-3-601	OCDETF-SW-TXS-861-OFFICE & COMPUTER SUP	1,159.20	.00	.00	.00	1,159.20	.00
3-1287-431-00-121-098-3-671	EECBG-BLDG&OTHR STRUC R&M SUPPL	.36	.00	.00	.00	.36	.00
3-1287-431-00-220-046-3-664	EECBG-OTHER MINOR EQUIPMENT	6,000.00	6,000.00	.00	.00	.00	100.00
3-1287-431-00-220-046-3-671	EECBG-BLDG&OTHR STRUC R&M SUPPL	20,914.81	.00	.00	.00	20,914.81	.00
3-1287-461-20-380-002-3-550	TEXAS CITRUS MUTUAL-PRINTING & BINDING	3,695.10	.00	.00	.00	3,695.10	.00
3-1287-461-20-380-002-3-601	TEXAS CITRUS MUTUAL-OFFICE & COMPUTER SU	2,638.68	685.18	63.52	63.52	1,889.98	28.37
3-1287-461-20-380-002-3-603	TEXAS CITRUS MUTUAL-EDUCATION/INSTRUCTIO	3,600.00	.00	.00	.00	3,600.00	.00
3-1289-423-00-320-033-3-601	VETERAN'S COURT-OFFICE & COMPUTER SUPPLI	1,000.00	.00	.00	.00	1,000.00	.00
3-1292-441-00-350-001-3-550	WIC ADM-PRINTING & BINDING	7,602.95	.00	840.00	840.00	6,762.95	11.05
3-1292-441-00-350-001-3-601	WIC ADM-OFFICE & COMPU SUPPL	15,077.47	1,920.58	2,508.94	2,508.94	10,647.95	29.38
3-1292-441-00-350-001-3-603	WIC ADM-EDUCATION/INSTRUCTION SUPPLIES	13,731.00	.00	3,054.14	3,054.14	10,676.86	22.24

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1292-441-00-350-001-3-664	WIC ADM-OTHER MINOR EQUIPMENT	500.00	.00	.00	.00	500.00	.00
3-1292-441-00-350-001-3-671	WIC ADM-BLDG&OTHR STRUC R&M SUPPL	2,000.00	.00	.00	.00	2,000.00	.00
3-1292-441-00-350-014-3-550	WIC OBESITY PREV-PRINTING	2,000.00	403.02	1,016.97	1,016.97	580.01	71.00
3-1292-441-00-350-014-3-601	WIC OBESITY PREV-OFFICE SUPPLIES	2,145.38	802.22	238.78	238.78	1,104.38	48.52
3-1292-441-00-350-014-3-603	WIC OBESITY PREV-NUTRITION ED. SUPPLIES	6,835.00	1,551.50	4,522.02	4,522.02	761.48	88.86
3-1292-441-00-350-014-3-664	WIC OBESITY PREV-OTHER MINOR EQUIPMENT	415.00	.00	.00	.00	415.00	.00
3-1292-441-00-350-015-3-603	WIC MINI OBESITY-EDUCATION/INSTR SUPP	8,649.00	1,575.00	4,900.00	4,900.00	2,174.00	74.86
3-1292-441-00-350-016-2-603	WIC MARCH OF DIMES-EDUCATION/INSTR SUPP	2,000.00	476.82	63.18	63.18	1,460.00	27.00
3-1293-441-00-340-005-0-601	H.D. ADM-OFFICE & COMPU SUPPL	25,000.00	.00	.00	.00	25,000.00	.00
3-1293-441-00-340-005-0-603	H.D. ADM-EDUCATION/INSTRUCTION SUPPLIES	11,909.00	.00	.00	.00	11,909.00	.00
3-1293-441-00-340-006-3-601	RLSS-LPHS-OFFICE & COMPUTER SUPPLIES	885.00	.00	.00	.00	885.00	.00
3-1293-441-00-340-008-3-601	T.B. CONTROL-OFFICE & COMPUTER SUPPLIES	2,441.00	824.34	.00	.00	1,616.66	33.77
3-1293-441-00-340-011-3-550	TDH T.B.ELIM-PRINTING & BINDING	6,500.00	840.00	.00	.00	5,660.00	12.92
3-1293-441-00-340-011-3-601	TDH T.B.ELIM-OFFICE & COMPU SUPPL	18,836.50	9,161.85	.00	.00	9,674.65	48.64
3-1293-441-00-340-012-3-550	IMM DIV LOCAL-PRINTING & BINDING	5,000.00	655.50	.00	.00	4,344.50	13.11
3-1293-441-00-340-012-3-601	IMM DIV LOCAL-OFFICE & COMPUTER SUPPLIES	11,442.00	2,344.57	2,675.20	2,675.20	6,422.23	43.87
3-1293-441-00-340-012-3-603	IMM DIV LOCAL-EDUCATION/INSTRUCTION SUPP	9,800.00	9,696.32	.00	.00	103.68	98.94
3-1293-441-00-340-013-3-550	TDH PHPSB-PRINTING & BINDING	1,500.00	.00	.00	.00	1,500.00	.00
3-1293-441-00-340-013-3-601	TDH PHPSB-OFFICE & COMPU SUPPL	7,052.38	.00	159.00	159.00	6,893.38	2.25
3-1293-441-00-340-047-3-601	PPCPS-BDS-OFFICE & COMPUTER SUPPLIES	284.00	.00	.00	.00	284.00	.00
3-1293-441-00-340-047-3-603	PPCPS-BDS-EDUCATION/INSTRUCTION SUPPL	770.00	.00	.00	.00	770.00	.00
3-1293-441-00-340-047-3-664	PPCPS-BDS-OTHER MINOR EQUIPMENT	1,493.00	.00	.00	.00	1,493.00	.00
3-1293-441-00-340-051-3-601	CHILD HEALTH-OFFICE & COMPUTER SUPPLIES	5,466.00	.00	.00	.00	5,466.00	.00
3-1293-441-00-340-052-3-550	PRENATAL/MATERNITY-PRINTING & BINDING	10,000.00	.00	.00	.00	10,000.00	.00
3-1293-441-00-340-052-3-601	PRENATAL/MATERNITY-OFFICE & COMPUTER SUP	15,000.00	.00	.00	.00	15,000.00	.00
3-1293-441-00-340-052-3-603	PRENATAL/MATERNITY-EDUC/INSTRUCT SUPPL	10,000.00	.00	.00	.00	10,000.00	.00
3-1293-441-00-340-057-3-601	FIT-OFFICE & COMPUTER SUPPLIES	1,585.00	.00	1,578.32	1,578.32	6.68	99.58
3-1294-423-00-330-010-3-603	TJPC-A-2013 - EDUCATION/INSTRUCTION SUPP	500.00	.00	.00	.00	500.00	.00
3-1295-423-00-330-028-0-601	WESL B/C-OFFICE & COMPU SUPPL	10,000.00	1,640.42	.00	.00	8,359.58	16.40
3-1295-423-00-330-028-0-603	WESL B/C-EDUCATION/INSTRUCTION SUPPLIES	1,000.00	.00	.00	.00	1,000.00	.00
3-1295-423-00-330-028-0-664	WESL B/C-OTHER MINOR EQUIPMENT	10,000.00	5,265.00	.00	.00	4,735.00	52.65
3-1295-423-00-330-028-0-671	WESL B/C-BLDG&OTHR STRUC R&M SUPPL	5,032.00	4,408.90	232.83	232.83	390.27	92.24
3-1297-423-00-320-002-3-550	BASIC SUPERVISION-PRINTING & BINDING	5,761.00	429.68	680.01	680.01	4,651.31	19.26
3-1297-423-00-320-002-3-601	BASIC SUPERVISION-OFFICE & COMPU SUPPL	50,972.16	18,173.34	4,271.01	4,271.01	28,527.81	44.03
3-1297-423-00-320-002-3-603	BASIC SUPERVISION-EDUCATION/INSTRUCTION	1,500.00	.00	167.00	167.00	1,333.00	11.13

Account No/Description		Adjusted Budget	Y-T-D Encumb	Period Expended	Y-T-D Expended	Available Balance	Percent Used
3-1297-423-00-320-002-3-664	BASIC SUPERVISION-OTHER MINOR EQUIP	1,500.00	569.89	.00	.00	930.11	37.99
3-1297-423-00-320-006-3-601	MENTALLY IMPAIRED-OFFICE & COMPUTER SUP	73.00	.00	.00	.00	73.00	.00
3-1297-423-00-320-008-3-601	COMM CORR-OFFICE & COMPU SUPPL	20,687.43	.00	.00	.00	20,687.43	.00
3-1297-423-00-320-008-3-603	COMM CORR-EDUCATION/INSTRUCTION SUPPL	2,855.00	.00	.00	.00	2,855.00	.00
3-1297-423-00-320-008-3-664	COMM CORR-OTHER MINOR EQUIPMENT	50.00	.00	.00	.00	50.00	.00
3-1297-423-00-320-014-3-601	DRUG CRT-OFFICE & COMPU SUPPLIES	1,696.00	144.90	747.13	747.13	803.97	52.60
3-1297-423-00-320-015-3-601	SEX OFFENDER CASELOAD-OFFICE & COMPUTER	1,867.00	.00	.00	.00	1,867.00	.00
3-1297-423-00-320-018-3-601	DP CASELOAD REDUCTION-OFFICE & COMPUTER	1,637.00	.00	.00	.00	1,637.00	.00
3-1297-423-00-320-020-3-550	SATF-PRINTING & BINDING	480.00	.00	.00	.00	480.00	.00
3-1297-423-00-320-020-3-601	SATF-OFFICE & COMPU SUPPL	4,897.84	1,395.69	.00	.00	3,502.15	28.50
3-1297-423-00-320-020-3-603	SATF-EDUCATION/INSTRUCTION SUPPLIES	859.26	404.48	.00	.00	454.78	47.07
3-1297-423-00-320-020-3-664	SATF-OTHER MINOR EQUIPMENT	3,359.22	703.63	.00	.00	2,655.59	20.95
3-1297-423-00-320-020-3-671	SATF-BLDG&OTHR STRUC R&M SUPPL	11,944.67	3,159.20	1,668.50	1,668.50	7,116.97	40.42
3-1297-423-00-320-035-3-601	AFTERCARE SERVICES-OFFICE & COMPUTER SUP	382.00	262.92	.00	.00	119.08	68.83
3-1297-423-00-320-035-3-603	AFTERCARE SERVICES-EDUCATION/INSTRUCTION	2,500.00	.00	.00	.00	2,500.00	.00
3-1297-423-00-320-040-3-601	CCP-RRP-OFFICE & COMPUTER SUPPLIES	1,886.00	.00	.00	.00	1,886.00	.00
3-1297-423-00-320-041-3-601	CCP EMPLOYMENT-OFFICE & COMPUTER SUPPLI	24.00	.00	.00	.00	24.00	.00
3-2201-415-00-115-009-0-550	DBM-HEALTH INS ADM-PRINTING & BINDING	735.00	.00	.00	.00	735.00	.00
3-2201-415-00-115-009-0-601	DBM-HEALTH INS ADM-OFFICE & COMPU SUPPL	4,099.70	1,268.41	184.94	184.94	2,646.35	35.45
3-2202-419-50-115-065-0-550	DBM-W/C DIV-PRINTING & BINDING	525.00	.00	.00	.00	525.00	.00
3-2202-419-50-115-065-0-601	DBM-W/C DIV-OFFICE & COMPU SUPPL	10,518.79	260.49	755.27	755.27	9,503.03	9.66

AI-37671 **9. M.**

CC CONSENT

Meeting Date: 04/02/2013

Submitted By: Vangie Garcia, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of to exercise the County's option to extend the first (1st) year of the two (2)-one (1) year renewal as allowed under Contract #C-12-012-03-13-Landfill Access For Precinct One Area" with Republic Services Inc. Formerly Known As BFI Waste Systems Of North Amercia with same rates, terms and conditions.

BACKGROUND

Refer to AI #37975, CC 4-2-13; funding is to cover two months of the renewal contract (April & May 2013) only.

Fiscal Impact

FISCAL YEAR: 2013 ACCT. #: 3-1100-432-00-121-001-0-350

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

BUDGETARY IMPACT:

PO #685884 for Republic Svcs, Inc. d/b/a BFI Waste Systems; funds available in the amount of $24,060.57 will cover the first two weeks of March 2013; additional funds in the amount of $100K pending interfund transfer, AI #37975, CC 4-2-13 to cover a portion of the contract renewal (April & May 2013).

Average monthly expenditures for garbage disposal is $50,000.00 ($25,000.00 every two weeks).

Attachments

BFI Waste Systems Contract

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/19/2013 02:59 PM
Budget & Management	Obdett Calzada	03/19/2013 03:13 PM
Obdett Calzada	Obdett Calzada	03/26/2013 01:50 PM
Ivan Cantu	Ivan Cantu	03/28/2013 09:32 AM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Vangie Garcia Started On: 03/13/2013 03:52 PM

Final Approval Date: 03/28/2013

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

CORRECTED EXTENSION NOTICE

March 13, 2013

Republic Services, Inc., Formerly Known
As BFI Waste Systems Of North America
Attn: Jon M. Deicla, General Manager
9402 W. Expressway 83
Harlingen, Texas 78552

Via: Certified Mail #7099-3220-002-9745-1420
Email: jdeicla@republicservices.com

Re: Extension Of Service Contract No: **C-12-012-03-13**
"Landfill Access For Precinct 1 Area"

Dear Mr. Deicla:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's sole option to exercise its' option to extend **the first (1st) year of the two(2)- one (1) year term** as provided under the Contract for Hidalgo County. Extension will be at the same rates, terms and conditions.

This notice will be sent via certified mail as well as by email, please forward back this acknowledge receipt of notice of such request in order to proceed forward in placement on the Commissioners' Court meeting of **Tuesday, April 2, 2013** for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than **10:00 a.m., Monday, March 18, 2013 or sooner**, via facsimile to (956) 956-318-2629 or email to: evangelina.garcia@co.hidalgo.tx.us so as to meet the agenda request form deadlines.

By: J M Deicla Date: 3-13-13

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), if applicable.

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,
Vangie Y. Garcia, Contract's Manager
Hidalgo County Purchasing Department

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-12-012-03-13

THIS CONTRACT is made and entered into this **13th Day** of **March, 2012** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **REPUBLIC SERVICES, INC. FORMERLY KNOWN AS BFI WASTE SYSTEMS OF NORTH AMERICA** ("Company").

WHEREAS, Company responded to advertised notices for bids for **"Landfill Access For Hidalgo County Precinct No. 1",** as more particularly described in Exhibit "A" (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 at **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 within **Hidalgo County** following a request for Services by the **Commissioners' Court** 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 **April 30, 2012** and ending on **April 29, 2013.** Hidalgo County may at its sole discretion elect, to extend the term of this Contract for two (2)-one (1) year terms at the same rates, terms and conditions and may further extend this Contract 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 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
1615 South Closner, Suite J
Edinburg, Texas 78539

If to Company **Republic Services, Inc.**
Formerly Known As
BFI Waste Systems Of North America
9402 W. Expressway 83
Harlingen, Texas 78552

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 day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days written notice by County.

16. 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.

17. 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.

18. 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_____ day of _____, 2012.

COUNTY OF HIDALGO

By:_____
Ramon Garcia, County Judge

ATTEST:

_____
Arturo Guajardo Jr., County Clerk

COMPANY: Republic Services

By:_____

Printed Name: Jon M. Deichs

Title: General Manager

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

By:_____
Stephen L. Crain

APPROVED BY COMMISSIONES COURT: 3/13/12 RO

EXHIBIT "A"
REQUEST FOR BIDS (RFB)
PROCURMENT PACKET

PURCHASING DEPARTMENT
County Of Hidalgo

January 09, 2012

Bidder's name

Address

City

State, Zip Code

Re: *Hidalgo County Precinct No. 1*
Request for Bids –*"Landfill Access Services"*
Bid No: 2012-012-01-25-SMA

Dear Prospective Bidders:

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, CPPB
Hidalgo County Purchasing Agent

MLS/sma

Enclosures

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

PURCHASING DEPARTMENT
County Of Hidalgo

REQUEST FOR BID (RFB)
CHECKLIST

Hidalgo County Precinct No. 1
"Landfill Access Services"
Bid No: 2012-012-01-25-SMA

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 consist of__1__ page.**
5. **Exhibit "C" Insurance Requirements consisting of __4__ pages.**
6. **Exhibit "D" CIQ Conflict of Interest Questionnaire, consist of __1__ page.**
7. **Vendor/Bidder Application and W-9 form consisting of__6__ pages.**
8. **Certification Regarding Debarment __1__pages**
9. **Draft Service Contract consisting of __9__ pages.**

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, CPPB
Hidalgo County Purchasing Agent

January 09, 2012
Date

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

Bid No: 2012-012-01-25-SMA	Buyer: Sandra Montalvo	Tel. No: (956) 318-2626

REQUEST FOR BIDS

Hidalgo County Precinct No. 1
"Landfill Access Services"

BID OPENING DATE: January 25, 2012

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
2802 S. Business Highway 281 - New Administration Building
Edinburg, Texas 78539

956 318-2626

Form HCPD-03

1) Sealed bids will be received for "***Hidalgo County Precinct No. 1-Landfill Access 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-2012-012-01-25-SMA-*Hidalgo County Precinct No.1-Landfill Access Services"*** and in County's Purchasing Department, 2802 S. Business Hwy 281, New Administration Building, Edinburg, Texas, **on or before 9:30 a.m., Wednesday, January 25, 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-2012-012-01-25-SMA-" *Hidalgo County Precinct No.1-Landfill Access 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 (if applicable):**

- 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 and Contract Number (if any)
  d) Notation Descriptive-***"Hidalgo County Precinct No.1-Landfill Access Services"*** 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:

Ray Eufracio, Auditor
Hidalgo County Auditor's Office
2808 South Business Hwy 281
Edinburg, Texas 78539
ATTN.: Accounts Payable
(956) 318-2511

17) **SCHEDULE OF EVENTS**

Bid Opening, 9:30 AM	**January 25, 2012**
Award of Contract	_____ 2012
Commence Work or Deliver Products	_____ 2012

18) **BID OR PERFORMANCE BOND AND DEBARMENT CERTIFICATION; PAYMENT UNDER CONTRACT** (if applicable):

- 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 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 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 to 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 Precinct No. 1-Landfill Access Services

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
2802 S. Business Hwy 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: _____

EXHIBIT "A"

Specifications/Requirements
HIDALGO COUNTY PRECINCT NO. 1
"Landfill Access Services"
RFB No. 2012-012-01-25-SMA

INFORMATION TO BIDDERS:

These instructions apply to all offers made to Hidalgo County (herein referred to as "County") by all prospective vendors (herein after referred to as "Bidders") on behalf of Solicitations including, but not limited to, Invitations to Bid.

- ❖ Please review this document in its entirety. Be sure your bid is complete, and double check your bid for accuracy.
- ❖ Open records access to all information submitted. All information included will be open to the public, other bidders, media as per Open Records Act and not be confidential in nature. If you deem any information as confidential it should not be made part of your bid package.
- ❖ All applicable forms in this packet must be filled out in its entirety and submitted with bid response. Incomplete sections may be considered for probable cause of disqualification and/or non-compliance.

SPECIFICATIONS/TERMS AND CONDITIONS:

1. Bidder must identify the landfill sit to which solid waste materials are to be delivered. Bidder shall provide a copy of the current Type one (1) permit for the landfill site issued by the Texas Natural Resource Conservation Commission. In addition, bidder should present evidence that it possesses all other federal, state and local permits which may be necessary and proper to the conduct of a landfill business.

2. The bidder will accept possession and entitled to all deliveries of solid waste materials tendered to it by County at the landfill site. Bidder acknowledges that County is operator of one or more landfill sites in Hidalgo County, which do not, possesses a Type one (1) permit. The purpose of this contract is to provide County with an outlet for solid waste materials which it cannot dispose of in its own landfills. County, in its sole discretion, may determine which items, if any, will be tendered to Bidder of disposal.

3. Bidder will accept solid waste from the following location: Precinct No.1. A copy of Bidder's permit(s) for operation of a Type 1 solid waste facility at such location(s) is attached hereto as Exhibit "C" (part of Insurance Requirements). Bidder will not accept "Special Waste," as that term is defined in 30 T.A.C. ' 330.2. Upon receipt and acceptance of the waste from Precinct No. 1, title to such waste will be transferred to Bidder, and Bidder will be solely and exclusively responsible for the disposal of such waste in accordance with all applicable laws and regulations. Bidder agrees, by accepting waste from County hereunder, that such waste is of a class or type which Bidder may dispose in its permitted facilities in compliance with its permit and applicable laws and regulations.

4. Bidder should propose prices for a per-ton-of-loose-waste-basis.

5. Bidder acknowledges that County is the operator of one or more landfill sites in Hidalgo County, which do not possess a Type 1 permit. The purposes of this Agreement are to provide County with an outlet for solid waste materials which it cannot dispose of in its own landfills. County, by its execution of this Agreement, does not represent that it will deliver any waste to Bidder

6. This Agreement is for the acceptance and disposal of solid waste materials for Precinct No. 1 only. Delivery of solid waste materials to such location shall be at the sole cost and expense of Precinct No. 1.

7. The successful bidder shall furnish proof of insurance in at least the following limits, to be in place prior to providing any services under any contract awarded pursuant to these Specifications/Requirements and to continue at all times in force in effect during the term of any such contract.
    a) a $500,000 general liability policy with limits of at least $100,000/3000,000 in accordance with the Texas Tort Claims Act;
    b) Workers compensation insurance as required by applicable law;
    c) Certificates of insurance shall be submitted to the County for approval prior to the award and execution of any contract pursuant hereto;
    d) Each policy of insurance required hereunder shall extend for a period equivalent to the term of a contract entered into pursuant to these Specifications, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County Judge prior to the cancellation of any such coverage on the termination date or otherwise, and
    e) Any contract award pursuant hereto shall provide that is shall automatically suspend upon the cancellation of other termination of any required policy of insurance hereunder.

8. The successful bidder will indemnify and hold harmless the County, and its officers, officials, employees, agent and attorneys for any and all claims and expenses arising out of or in any way related to the performance of the contract awarded pursuant hereto;

9. Locations of landfill site and related incremental hauling costs to County may be considered in determining the lowest and best bid. In addition, the County may, in its discretion, elect in award separate contracts for landfill access service for one or more precincts.

Term of Contract:

1. Awarded bidder will accept solid waste from Precinct No. 1 for a term of one (1) year for services on **"As Needed Basis" only** with the County's option to renew for two (2) additional one (1) year terms, 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, under the same terms and conditions, at the end of the contract term for unforeseen delay in award of new bid for next contract term.

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. 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.

    b. 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.

    c. The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.

    d. No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.

    e. 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) **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.

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:

1) All costs and expenses associated with the preparation and submission of all (bids, proposals, statements of qualifications (RFQ) and quotes) shall be the responsibility of the vendor and no reimbursements for such charges or expenses shall be passed on to Hidalgo County.

2) Hidalgo County is requesting that any and all questions, inquires and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to Martha L. Salazar, CPPB, Purchasing Agent, Attn: Sandra Montalvo, 2812 South Business Hwy. 281, Edinburg, Tx 78539. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

3) ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE to (956) 292-7612 and/or e-mail to sandra.montalvo@co.hidalgo.tx.us by no later than Wednesday, **January 18, 2012 by 5:00 p.m.** Responses to said inquiries will be sent to all applicants via facsimile by no later than **Friday, January 20, 2012 by 5:00 p.m.**

EXHIBIT "B"

BID PAGE

Hidalgo County Precinct No. 1
"Landfill Access Services"
Bid No.: 2012-012-01-25-SMA

INFORMATION TO BIDDERS:
Location of landfill site and related incremental hauling costs to County may be considered in determining the lowest and best bid.

PRICE PER TON: _____

Texas Natural Resource Conservation Commission Flow Charge: _____

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 _____

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services
(other than Professional 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 naming County as an **additional insured** shall 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.

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. Bond (if applicable)_____
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 (if applicable),certificates, permits, etc. which are required must be presented as part of the bid packet in order to expedite the bid evaluation process.

_____ _____.

Authorized Signature Date

_____.

Company

_____.

Address

_____.

City, State, Zip

THIS FORM MUST ACCOMPANY BID PACKET

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 / Less than 250,000 annual gross receipt / Less than 499,000 annual gross receipt / More than 500,000 annual gross receipt — Black American / Hispanic American / Asian Pacific American — Native American / Women / Other
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)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	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.

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-12-012

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 **"Landfill Access For Hidalgo County Precinct No. 1"**, as more particularly described in Exhibit "A"(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 at **Hidalgo County**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or

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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 **Commissioners' Court** 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 elect the option to extend the contract for two (2)-one (1) year at the same rates, terms and conditions and may further extend 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 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

DRAFT

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.

DRAFT

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 South 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 day's written notice prior to cancellation.

15. The contract may be terminated without cause upon thirty (30) days

DRAFT

written notice by County.

16. 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.

17. 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.

18. 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_____ day of _____, 2012.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____
Arturo Guajardo Jr., County Clerk

COMPANY:_____

DRAFT

By:_____

Printed Name:_____

Title:_____

APPROVED BY COMMISSIONES COURT:_____

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

By:_____
Stephen L. Crain

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EXHIBIT "B"
VENDOR'S BID

EXHIBIT "B"

BID PAGE

Hidalgo County Precinct No. 1
"Landfill Access Services"
Bid No.: 2012-012-01-25-SMA

INFORMATION TO BIDDERS:
Location of landfill site and related incremental hauling costs to County may be considered in determining the lowest and best bid.

OPENED
9:58
1/25/12
Witnessed

PRICE PER TON: $21.50

Texas Natural Resource Conservation Commission Flow Charge: $1.25per ton

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: BFI Waste Systems of America, Inc.

ADDRESS: 9402 W. Expressway 83

CITY/STATE/ZIP CODE: Harlingen, Tx. 78552

PHONE & FAX NO'S: (956)423-7316// (800)423-7316//(956)428-2045

CELLULAR NO: (956)495-4236

E-MAIL ADDRESS: jdeicla@republicservices.com

AUTHORIZED SIGNATURE: Jon M. Deicla

PRINTED NAME: Jon M. Deicla

TITLE General MANAGER

EXHIBIT "C"
INSURANCE REQUIREMENTS

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/23/2012

RECEIVED JUN 12 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
CANNON COCHRAN MANAGEMENT SERVICES, INC.
17015 N. SCOTTSDALE RD.
SCOTTSDALE, AZ 85255

CONTACT NAME:
PHONE (A/C No.Ext): FAX (A/C No.Ext):
E-MAIL ADDRESS: certificateteam@ccmsi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: OLD REPUBLIC INSURANCE COMPANY	24147
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
REPUBLIC SERVICES, INC.
18500 N. ALLIED WAY
PHOENIX, AZ 85054

COVERAGES **CERTIFICATE NUMBER: 246287** **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 [ ] PROJECT [ ] LOC			MWZY 59665	06/30/2012	06/30/2013	EACH OCCURRENCE	$ 5,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 5,000,000
							MED EXP (Any one person)	
							PERSONAL & ADV INJURY	$ 5,000,000
							GENERAL AGGREGATE	$ 5,000,000
							PRODUCTS -COMP/OP AGG	$ 5,000,000
A	**AUTOMOBILE LIABILITY** [X] ANY AUTO [X] ALL OWNED AUTOS [X] SCHEDULED AUTOS [X] HIRED AUTOS [X] NON-OWNED AUTOS [ ]			MWTB 21556	06/30/2012	06/30/2013	COMBINED SINGLE LIMIT (Ea accident)	$ 5,000,000
							BODILY INJURY(Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	[ ] **UMBRELLA LIAB** [ ] OCCUR [ ] **EXCESS LIAB** [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE	
							AGGREGATE	
A A A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY** Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		MWC 117827 00 AOS MWXS 981 Excess WC OH MWXS 980 Excess NSWC TX	06/30/2012 06/30/2012 06/30/2012	06/30/2013 06/30/2013 06/30/2013	[X] WC STATU-TORY LIMITS [ ] OTHER	
							E.L. EACH ACCIDENT	$ 3,000,000
							E.L. DISEASE -EA EMPLOYEE	$ 3,000,000
							E.L. DISEASE -POLICY LIMIT	$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Division Number: 5122 - Named Insured Includes: BFI Waste Systems of North America, LLC - Dba: Rio Grande Valley Landfill

CERTIFICATE HOLDER

**********MIXED AADC 773 3010 13

HIDALGO COUNTY PURCHASING DEPARTMENT
100 E Cano St Fl 4TH
Edinburg TX 78539–4582

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEROF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2010/05)

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AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
	REPUBLIC SERVICES, INC. 18500 N. ALLIED WAY PHOENIX, AZ 85054
POLICY NUMBER See First Page	
CARRIER See First Page / 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 following provisions apply when required by written contract. As used below, the term certificate holder also includes any person or organization that the insured has become obligated to include as a result of an executed contract or agreement.

GENERAL LIABILITY:
Certificate holder is Additional Insured when required by written contract.
Coverage is primary and non-contributory when required by written contract.
Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

AUTO LIABILITY:
Certificate holder is Additional Insured when required by written contract.
Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY:
Waiver of Subrogation in favor of the certificate holder is included when required by written contract where allowed by state law.

TEXAS EXCESS INDEMNITY AND EMPLOYERS LIABILITY:
Republic Services, Inc. and its subsidiaries are registered non-subscribers to the Texas Workers Compensation Act. Republic Services, Inc. has filed an approved Indemnity Plan with the Texas Department of Insurance which offers an alternative in benefits to employees rather than the traditional Workers Compensation Insurance in Texas. The excess policy (#MWXS 980) shown on this certificate provides excess Indemnity and Employers Liability coverage for the approved Indemnity Plan.

Contractual Liability is included in the General Liability coverage form. The General Liability policy does not contain an endorsement excluding Contractual Liability.

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CCMSI

REPUBLIC SERVICES, INC.

We are CCMSI, the insurance compliance vendor for Republic Services, Inc. Enclosed please find your renewal certificate of insurance.

We continue to strive towards a paperless environment. All future certificates will be distributed electronically, via email or fax. In order for us to achieve this goal, we request that you provide us with an email address or fax number. Thank you, in advance, for taking the time to provide us with this information.

If you feel you have received this certificate in error, please notify us and include a copy of the certificate (or the certificate number) and we will remove you from future distribution.

To provide contact information or to be removed from the distribution list, contact us at certificateteam@ccmsi.com or via fax 217-477-5458.

If you believe the certificate needs correction or modification, please contact your local Republic Service's representative. CCMSI does not have authority to process a third party request and will not be able to reply.

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Download COI in PDF format

AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
		REPUBLIC SERVICES, INC. 18500 N. ALLIED WAY PHOENIX, AZ 85054
POLICY NUMBER See First Page		
CARRIER See First Page	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 following provisions apply when required by written contract. As used below, the term certificate holder also includes any person or organization that the insured has become obligated to include as a result of an executed contract or agreement.

GENERAL LIABILITY:
Certificate holder is Additional Insured when required by written contract.
Coverage is primary and non-contributory when required by written contract.
Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

AUTO LIABILITY:
Certificate holder is Additional Insured when required by written contract.
Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY:
Waiver of Subrogation in favor of the certificate holder is included when required by written contract where allowed by state law.

TEXAS EXCESS INDEMNITY AND EMPLOYERS LIABILITY:
Republic Services, Inc. and its subsidiaries are registered non-subscribers to the Texas Workers Compensation Act. Republic Services, Inc. has filed an approved Indemnity Plan with the Texas Department of Insurance which offers an alternative in benefits to employees rather than the traditional Workers Compensation Insurance in Texas. The excess policy (#MWXS 946) shown on this certificate provides excess Indemnity and Employers Liability coverage for the approved Indemnity Plan.

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Evangelina Garcia

From: Martha Salazar [martha.salazar@co.hidalgo.tx.us]
Sent: Tuesday, February 28, 2012 4:09 PM
To: 'Evangelina Garcia'
Subject: FW: Contract For "Landfill Access For Hidalgo Count Precinct One"

Importance: High

HOOOOOORRRRRRRRAAAAAYYYYYY!

From: Steve Crain [mailto:scrain@atlashall.com]
Sent: Tuesday, February 28, 2012 3:55 PM
To: 'Martha Salazar'
Subject: RE: Contract For "Landfill Access For Hidalgo Count Precinct One"

The contract is fine.

From: Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Tuesday, February 28, 2012 3:16 PM
To: 'Steve Crain'
Cc: 'Evangelina Garcia'
Subject: FW: Contract For "Landfill Access For Hidalgo Count Precinct One"
Importance: High

Mr. Crain:
As you indicated during our phone conversation about the document, we now have the same name of the contract as is on the insurance certificate. Please review, correct and comment as to form.
Thanks,
Marty

From: Evangelina Garcia [mailto:evangelina.garcia@co.hidalgo.tx.us]
Sent: Tuesday, February 28, 2012 10:36 AM
To: 'Martha Salazar'
Subject: RE: Contract For "Landfill Access For Hidalgo Count Precinct One"

Marty:
I think I lost track also on this one nonetheless, I'm attaching the contract for legal's review as to form with the revisions as requested.

Attached is also the information from the Office Of The Secretary Of State as requested for review by legal.

This project needs to move forward with the buyer placing an agenda item for the approval to award/contract before the current one expires which will be on April 29, 2012.

Thank you

Vangie Y. Garcia, Contract's Manager
2802 S. Business Hwy. 281

AI-36806 **9. N.**

CC CONSENT

Meeting Date: 04/02/2013

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 requirement agreement etc.) as attached hereto for: Hidalgo County(All Funding Sources, Programs & Entities)-"MS-1 Emulsified Asphalt" RFB No.: 2013-052-00-00-SGS. Including the re-advertising of project in the event no Bid responses are received and/or rejected and project is still required.

BACKGROUND

1.Current contract will expire on: June 02 , 2013.
2. New contract will commence on: June 03, 2013.
3. Proposed Schedule of events:
1st Advertisement: April 13, 2013
2nd Advertisement: April 20, 2013
Bid Opening Date: May 01, 2013

Fiscal Impact

FISCAL YEAR: ACCT. #:

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

BUDGETARY IMPACT:

No funding is required at this phase of procurement process.
Funds must be in place at time of purchase.

Attachments

Procuement Packet-Draft

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	03/26/2013 04:01 PM
Budget & Management	Ivan Cantu	03/27/2013 07:56 AM
Rosalinda Cantu	Rosie Cantu	03/27/2013 02:03 PM
Auditor's Office	Angela Garcia	03/28/2013 12:52 PM

Form Started By: Sandy Suarez Started On: 02/05/2013 02:52 PM

Final Approval Date: 03/28/2013

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 SPECIFICATIONS)

TO: All Precincts
Hidalgo County Departments

FROM: Sandy Suarez, Buyer II
Hidalgo County Purchasing Department

DATE: January 24, 2013

RE: MEMORANDUM OF APPROVAL OF SPECIFICATIONS
Bid No. 2013-054-00-00 –SGS for HIDALGO COUNTY (All Funding Sources) -
"MS-1 EMULSIFIED ASPHALT"

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 necessary modifications 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 #: 3-1200-431-00-121-005-673

AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE
	RAUL LOZANO	Pct. 1	1-24-13

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 JANUARY 29, @ 10:00 A.M.

Enclosures

Pct 1
01/24

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 SPECIFICATIONS)

TO: All Precincts
Hidalgo County Departments

FROM: Sandy Suarez, Buyer II
Hidalgo County Purchasing Department

DATE: January 24, 2013

RE: MEMORANDUM OF APPROVAL OF SPECIFICATIONS
Bid No. 2013-054-00-00 –SGS for HIDALGO COUNTY (All Funding Sources) -
"MS-1 EMULSIFIED ASPHALT"

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 necessary modifications 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 #: 3-1200-431-00-122-006-0-6073

[signature]	RICARDO CUELLAR	R.E.B	1/29/13
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 JANUARY 29, @ 10:00 A.M.

Enclosures

Pd 1/29

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 SPECIFICATIONS)

TO: All Precincts
Hidalgo County Departments

FROM: Sandy Suarez, Buyer II
Hidalgo County Purchasing Department

DATE: January 24, 2013

RE: MEMORANDUM OF APPROVAL OF SPECIFICATIONS
Bid No. 2013-054-00-00 –SGS for HIDALGO COUNTY (All Funding Sources) -
"MS-1 EMULSIFIED ASPHALT"

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 necessary modifications 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 #: 3-1300-431-00-123-005-0-731

AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE
	Joe M. Flores	Pct #3	1/25/13

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 JANUARY 29, @ 10:00 A.M.

Enclosures

Pct 3
01/28

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 SPECIFICATIONS)

TO: All Precincts
Hidalgo County Departments

FROM: Sandy Suarez, Buyer II
Hidalgo County Purchasing Department

DATE: January 24, 2013

RE: MEMORANDUM OF APPROVAL OF SPECIFICATIONS
Bid No. 2013-054-00-00 –SGS for HIDALGO COUNTY (All Funding Sources) -
"MS-1 EMULSIFIED ASPHALT"

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 necessary modifications 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 #: 3-1200-431-00-124-431-007-0-731/673

AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE
Roman Rodriguez	Roman Rodriguez	Roads & Bridges	1/30/13

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 JANUARY 29, @ 10:00 A.M.

Enclosures

Pct 4
01/30

Bid No: 2013-052-00-00-SGS	Buyer: Sandy Suarez	Tel. No: (956) 318-2626 ext. 4860

REQUEST FOR BIDS

HIDALGO COUNTY
(All funding sources, programs and entities)

"MS-1 EMULSIFIED ASPHALT"
BID OPENING DATE:

MONTH 00, 2013

Contact Person:

Martha L. Salazar, CPPB,Purchasing Agent
Hidalgo County Purchasing Department
2812 So. Business 281 - New Administration Building
Edinburg, Texas 78539

956 318-2626

Form HCPD-03

1. Sealed bids will be received for **HIDALGO COUNTY (All Funding Sources, Programs and Entities)–"MS-1 EMULSIFIED ASPHALT"** 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-2013-052-00-00-SGS- HIDALGO COUNTY (All Funding Sources, Programs and Entities) - "MS-1 EMULSIFIED ASPHALT"** and in County's Purchasing Department, 2812 So. Business 281, New Administration Building, Edinburg, Texas, **on or before 9:30 a.m. WEDNESDAY 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 REQUEST FOR BIDS-2013-052-00-00-SGS RFB-HIDALGO COUNTY(ALL FUNDING SOURCES, PROGRAMS AND ENTITIES) – "MS-1 EMULSIFIED ASPHALT".** 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. Hidalgo County reserves the right to refuse and reject any/all bids and to waive any/all formalities or technicalities, or to accept the bid 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(All Funding Sources, Programs and**

Entities) - "MS-1 EMULSIFIED ASPHALT" 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, Auditor
  2808 South Business Hwy 281
  Edinburg, Texas 78539
  ATTN.: Accounts Payable (956) 318-2511

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 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 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
(All Funding Sources, Programs and Entities)
"MS-1 EMULSIFIED ASPHALT"
BID NO.: 2013-052-00-00-SGS

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
2812 So. Business 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: _____

Exhibit "A"
Hidalgo County (All Funding Sources, Programs and Entities)
"MS-1 Emulsified Asphalt"
Bid №: 2013-052-02-00-SGS

Hidalgo County is seeking qualified vendors to supply and deliver MS-1 Emulsified Asphalt to the following locations but not limited to and on as needed basis. The following is the minimum requirements for the MS-1 Emulsified Asphalt Setting.

- Product Specifications for MS-1 Emulsified Asphalt
- Material – bid price by the gallon delivered by vendor

	MS1		
Asphalt Grade Requirement	**Min**	**Max**	**ASTM Test Method**
Viscosity @25C SFS	20	100	D-88
Residue By Dist. (% by mass)	60	---	D-244
Oil Portion of Dist. (% by vol)	---	2.0	D-244
Sieve Test, retained on 1000um sieve	---	0.1	D-244
Storage Stability 24h (% by mass)	---	1.5	D-244
Demulsibility, 50ml 5.55 g/l, CaC12	---	---	D-244
TEST ON RESIDUE			
Penetration @ 25C 100g, 5s (0 1mm)	100	200	D-5
Apparent Viscosity 60C (Ps s)			D-4957
Complex Flow Index	---	0.80	D-2493
Float Test @ 60C s	1200	---	D-139
Solubility in trichloroethylene	97.5	---	D-2042
Ductility @ 25C (cm)	40	---	D-113

REQUIREMENTS:

1. **LOCATIONS/DELIVERY INSTRUCTIONS:**
   All deliveries will be made to the address(es) specified on the purchase order during normal working hours of 8:00 a.m. to 4:00 p.m., Monday through Friday, unless otherwise authorized by the user department.

   a) **Precinct #1 – Sunrise Hill Mile 11 North 1 ½ East of 1015, Mercedes, Texas**

   b) **Precinct #2- does not have storage facilities but will make arrangements with other county precincts' for temporary storage.**

   c) **Precinct #3- 7 Mile Line & Iowa Road**

   d) **Precinct #4 – 1102 North Doolittle, Edinburg, Texas**

2. **QUANTITY:**
   Hidalgo County will purchase material "ON AN AS NEEDED BASIS ONLY". Thus it is agreed and understood that the County will purchase no more material than is needed.

3. **CONTRACT TERM:**
   Option 1 – The term for the purchase of MS-1 Emulsion Asphalt required by Hidalgo County will be for three (3) months with the County's sole discretion to extend the contract for an additional three (3) - three (3) month terms and contingent upon cost to remain unchanged and awarded vendor(s) to supply and deliver to Hidalgo County location(s) upon meeting all required insurances.

Option 2 – The term for the purchase of MS-1 Emulsion Asphalt required by Hidalgo County will be for six (6) months with the County's sole discretion to extend the contract for an additional one (1) six (6) month term and contingent upon cost to remain unchanged and awarded vendor(s) to supply and deliver to Hidalgo County location(s) upon meeting all required insurances.

The contract shall remain in effect until contract expires, delivery/completion of services ordered or terminated by Hidalgo County within a thirty (30) day written notice prior to cancellation. The successful bidder must state therein the reasons for such cancellation. Hidalgo County reserves the right to award canceled contract to next lowest bidder as it deems to be in the best interest of the County.

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 of award of new bid for the next contract term.

4. **VENDORS PERFORMANCE:**
Hidalgo County reserves the right to enforce the performance for this contract in any manner prescribed by law or deemed to be in the best interest of the county in the event of breach or default of this contract. Non-Performance of the bidder in terms of specifications and/or requirements shall be a basis for the termination of the contract by the County.

5. **DEFAULT:**
The County shall not pay for work, equipment, services or supplies which are unsatisfactory. Contractor may be given a reasonable opportunity twenty-four (24) hours prior to termination to correct any deficiency. This however shall in no way be construed as negating the basis for termination for non-performance.

Bidder(s) agree(s) that in the event "MS-1 Emulsified Asphalt" is unavailable from bidder(s) own inventory, bidder(s) will be responsible for locating an alternative supplier and for providing the product to Hidalgo County at the same rates/fees, terms and conditions. After the bid is awarded and in the event the awarded bidder(s) cannot provide "MS-1 Emulsified Asphalt" to Hidalgo County, HIDALGO COUNTY will seek goods/services from the next compliant vendor or other sources and will charge the successful bidder the difference for any additional cost incurred by Hidalgo County for such item.

6. **TERMINATION:**
Termination in whole or part, by the county may be made at its option and without prejudice to any other remedy to which it may be entitled at law or in equity, or elsewhere under this contract, by giving thirty (30) days written notice to the Contract with the understanding that all work being performed under this contract shall cease upon the date specified in such notice.

7. **TERMS AND CONDITIONS:**
   a) 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.

   b) Hidalgo County reserves the right to award to one or more bidders whichever is in the best interest of the County.

c) Insurance certificates as per "exhibit C" must be submitted to the Purchasing Department prior to any services being performed by the awarded bidder.

d) **Insurance requirements for this project to be maintained throughout the contract term (refer to Limits in Exhibit "C").**

e) **The bidder(s) awarded the contract cannot engage the services of a subcontractor without prior written consent of Hidalgo County** to perform services hereunder. The successful bidder(s) must present evidence that the proposed subcontractor possess all the necessary licenses and permits to perform the services and **that subcontractor has obtained the required insurance.**

f) In the event the material furnished does not meet the entire County's requirement (regardless of weather, test's acceptability, method of repair or other conditions), the county reserves the option to require the material supplier to replace or to reimburse the County for unused portion of material found to be unsatisfactory.

g) Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

h) Any contract awarded to a successful bidder will be in effect until:
a) the contract expires.
b) delivery acceptance of products and/or performance of services ordered or
c) terminated by County with thirty (30) days written notice prior to cancellation.

h) All cost and expenses associated with the preparation and submission of all (bid, proposals, statements of qualifications (RFQ) and quotes shall be responsibility of the bidder and no reimbursements for such charges or expenses shall be passed on to HIDALGO COUNTY

8. **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 both 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 contact price at the beginning of the following quarter unless a Vendor notifies the county in writing within then (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.

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, 2802 South Business Hwy 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRES WILL BE ACCEPTED VIA FACSIMILE OR EMAILED TO: sandy.suarez@co.hidalgo.tx.us no later than Wedensday, Month 00, 2013 at 5:00 p.m. Responses to said inquires will be sent to all applicants via facsimile or via e-mail by **no later than Friday, Month 00, 2013 at 5:00 p.m.**

Zimbra **rocio.villarreal@co.hidalgo.tx.us**

RE: C-13-052-00-00-MS-1 Emulsified Asphalt-Draft Agreement

From : Steve Crain <scrain@atlashall.com> Thu, Mar 14, 2013 09:54 AM
Subject : RE: C-13-052-00-00-MS-1 Emulsified Asphalt-Draft Agreement
To : 'Rocio Villarreal' <rocio.villarreal@co.hidalgo.tx.us>

The agreement is fine.

-----Original Message-----
From: Rocio Villarreal [mailto:rocio.villarreal@co.hidalgo.tx.us]
Sent: Thursday, March 14, 2013 9:27 AM
To: Steve Crain
Subject: Re: C-13-052-00-00-MS-1 Emulsified Asphalt-Draft Agreement

Mr. Crain:

The agreement has been corrected. Please review and approve as to form.

Thank you.
ROCIO VILLARREAL

----- Original Message -----
From: "Steve Crain" <scrain@atlashall.com>
To: "Rocio Villarreal" <rocio.villarreal@co.hidalgo.tx.us>
Sent: Thursday, March 14, 2013 7:21:30 AM
Subject: RE: C-13-052-00-00-MS-1 Emulsified Asphalt-Draft Agreement

In numbered paragraph correct the language to read "additional one(1) six(6) month term".

-----Original Message-----
From: Rocio Villarreal [mailto:rocio.villarreal@co.hidalgo.tx.us]
Sent: Wednesday, March 13, 2013 5:05 PM
To: scrain@atlashall.com
Cc: Sandra Suarez
Subject: C-13-052-00-00-MS-1 Emulsified Asphalt-Draft Agreement

Mr. Crain:

Please review draft agreement and approve as to form. Thank you.

REQUIREMENTS AGREEMENT
C-13-052-00-00

THIS AGREEMENT (the "Agreement") is entered into effective as of by and between **COMPANY'S NAME, a TEXAS Company** ("Seller") and **HIDALGO COUNTY** ("Buyer").

WHEREAS, Buyer has solicited proposals for the supply of its requirements of Hidalgo County **"MS-1 Emulsified Asphalt (On An As Needed Basis),"** for Hidalgo County as further described in Exhibit "A" (the "Products"), Request for Bid (RFB) Procurement Packet, which are attached hereto and incorporated herein by reference for all purposes (the "RFB") for a period of one year; and

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

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

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

1. Buyer agrees to purchase from Seller, and Seller agrees to sell to Buyer, all of the Products that Buyer may require for use by Buyer in **"MS-1 Emulsified Asphalt"** in the areas of **HIDALGO COUNTY** projects for a period of_____ from_____ with the option to renew for an additional one (1) six (6) months terms, under the same rates, terms, and conditions, and it is agreed that the Products will meet the specifications set forth in Exhibit "A" hereto. Hidalgo County reserves the right to extend this agreement for an additional sixty (60) day grace period at the end of the contract term (subject to the same terms, and conditions) for unforeseen delay in award of new bid for next contract term.

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

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

4. County may terminate this contract upon thirty (30) days written notice at any time for any reason or no reason at all.

5. General Provisions.

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

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such conflict exists.

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

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

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

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

If to Buyer: Hidalgo County
Attention: County Judge
1615 S. Closner, Suite J
Edinburg, Texas 78539

If to Seller: COMPANY'S NAME

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

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

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

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

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

interpretation of any provision or paragraph hereof.

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

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

l. **Commitment of Current Revenues Only**. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Agreement, Buyer may terminate this Agreement upon sixty (60) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. § 271.903 (Vernon Supp. 1996).

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

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

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

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

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

APPROVED BY COMMISSIONERS COURT ON, _____

HIDALGO COUNTY

_____
Ramon Garcia, County Judge

COMPANY'S NAME

By:_____
Printed Name:_____
Title:_____

ATTEST:

_____
Arturo Guajardo, Jr., County Clerk

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

By:_____
Date:_____

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EXHIBIT "A"
SPECIFICATIONS

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EXHIBIT "B"
PAYMENT SCHEDULE

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EXHIBIT "C"
INSURANCE REQUIREMENTS

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