

AI-38168

2. A.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Angela Garcia, BUDGET &
MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - DBM Budget Division (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-415-14-115-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 4/11/13.

Attachments

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 04:24 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Angela Garcia		Started On: 04/10/2013 04:22 PM
	Final Approval Date: 04/12/2013	

AI-38001

2. B.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Nereida Garza, HUMAN
RESOURCES/CIVIL SERVICE

Department: HUMAN RESOURCES/CIVIL SERVICE

Information

CAPTION

2013 - Human Resources (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-415-50-190-002-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 4/3/13.

Attachments

Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	04/03/2013 08:25 AM
Glinda Pacheco	Angela Garcia	04/03/2013 12:34 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Nereida Garza		Started On: 04/03/2013 07:32 AM
	Final Approval Date: 04/12/2013	

DATE: 4/2/2013
DEPARTMENT HEAD: Esther A. Cortez
DEPARATMENT NAME: HUMAN RESOURCES
ACCOUNT NUMBER: 3-1100-415-50-190-002-0-xxx
SUBJECT: BUDGET LINE-ITEM TRANSFER(S)

Honorable Commissioners' Court of Hidalgo County:

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

ACCOUNT NUMBER: 3-1100-415-50-190-002-0-xxx

FROM:		TO:		
OBJECT CODE	OBJECT NAME	OBJECT CODE	OBJECT NAME	AMOUNT
432	Equip & Veh. Repair/Mainteance Srv.	412	Cable/satellite Tv	\$ 600.00

REASON: To pay for needed services

TOTAL \$ 600.00

Department Head Signature Date

Approved Commissioners' Court Date Attest County Clerk

AI-38135

2. C.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Monica Badillo, EXECUTIVE
OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

2013 - Executive Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-413-00-125-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 4/10/13.

Attachments

transfer

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/10/2013 01:25 PM
04/12/2013 05:08 PM
Started On: 04/10/2013 11:00 AM

Form Started By: Monica Badillo

Final Approval Date: 04/12/2013

DATE: April 9, 2013

DEPARTMENT
HEAD: VALDE GUERRA

DEPARTMENT
NAME: EXECUTIVE OFFICE

**ACCOUNT
NUMBER:** 3-1100-413-00-125-001-0

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.

[illegible]

REASON: To increase PO for pending invoice.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

AI-38039

2. D.

CC CONSENT

Meeting Date: 04/16/2013

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. #: 3-1100-441-00-340-001-0-XXX

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?: n

BUDGETARY IMPACT:

Funds available as of 4/8/13.

Attachments

LIT

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/04/2013 07:33 AM
04/12/2013 05:08 PM
Started On: 04/03/2013 03:52 PM

Form Started By: Mike Escaname

Final Approval Date: 04/12/2013

Date:	April 3, 2013
Department Head:	<u>Eduardo Olivarez, Chief Administrative Officer</u>
Department Name:	Hidalgo County Health Department
Account Number:	3-1100-441-00-340-001-0 Administration
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
3-1100-441-00-340-001-0-601	HEALTH ADM-OFFICE & COMPUTER SUPPLIES	3-1100-441-00-340-001-0-671	HEALTH ADM-BLDG&OTHR STRUC R&M SUPPL	\$ 150.00
3-1100-441-00-340-001-0-601	HEALTH ADM-OFFICE & COMPUTER SUPPLIES	3-1100-441-00-340-001-0-679	HEALTH ADM-OTHER R&M SUPPLIES	\$ 150.00
Amount				\$ 300.00

Revenue Account		
Amount Requested:	\$	300.00

Reason: Funds needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE _____

APPROVED COMMISSIONER'S COURT

DATE

ATTEST COUNTY CLERK

AI-38029

2. E.

CC CONSENT

Meeting Date: 04/16/2013

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:

Lapsed funding available as of 4/10/2013, Refer to Salary Analysis attached.

Attachments

Sal Proj

lit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/04/2013 07:06 AM
Obdett Calzada	Obdett Calzada	04/10/2013 11:24 AM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Mike Escaname		Started On: 04/03/2013 03:02 PM
	Final Approval Date: 04/12/2013	

PHEP FY 13

GRANT ENDING 08/31/2013

Projection of Salaries and Fringes for the remainder of the PHEP FY 13 period ending 08/31/13

		*COST PER PAY PERIOD	REMAINING PAY PERIODS	COST FOR REMAINING PDS	BUDGET BALANCE 4/5/2013	BUDGET BALANCE 4/5/2013	ANTICIPATED SURPLUS (DEFICIT)
					100%	90%	
Salaries-F/T	113	\$ 17,803.50	11.5	\$ 204,740.25	\$ 268,268.19	\$ 241,441.37	\$ 36,701.12
Sub-Total Pay							\$ 36,701.12
Health Insurance	211	\$ 1,892.96	11.5	\$ 21,769.04	\$ 23,985.89	\$ 21,587.30	\$ (181.74)
Life Insurance	212	\$ 20.06	6	\$ 120.36	\$ 172.75	\$ 155.48	\$ 35.12
Fica	220	\$ 1,361.97	11.5	\$ 15,662.63	\$ 21,067.80	\$ 18,961.02	\$ 3,298.39
Retirement	230	\$ 1,837.32	11.5	\$ 21,129.19	\$ 26,144.45	\$ 23,530.01	\$ 2,400.81
Unemployment Comp.	250	\$ 178.04	11.5	\$ 2,047.40	\$ 1,343.13	\$ 1,208.82	\$ (838.59)
Worker's Comp	260	\$ 178.04	11.5	\$ 2,047.40	\$ 4,405.78	\$ 3,965.20	\$ 1,917.80
Sub-Fringes							\$ 6,631.79
		\$ 23,271.88		\$ 267,516.28	\$ 345,387.99	\$ 310,849.19	\$ 43,332.91

Notes:

Health Insurance is paid twice per month.

Life Insurance is paid once per month.

This grant's categorical budget includes the 10% match. The available balance is calculated using only 90% of the budgeted amounts to account for the 10% match that is included in the budgeted amounts.

PHEP Summary Exp Report -->



PHEP Detail Exp Report ----->



Pay Periods Remaining at 04/05/2013:

1 pp 08	4/19/2013
2 pp 09	5/3/2013
3 pp 10	5/17/2013
4 pp 11	5/31/2013
5 pp 12	6/14/2013
6 pp 13	6/28/2013
7 pp 14	7/12/2013
8 pp 15	7/26/2013
9 pp 16	8/9/2013
10 pp 17	8/23/2013
11 pp 18	9/6/2013
12 pp 19	9/20/2013

5 days only

Prepared by Mike Escaname
Health Human Services Dept.
04/03/2013

Date: April 3, 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
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-339	TDH PHPSB-OTHER PROF SRV	\$1,500.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-421	TDH PHPSB-DISPOSAL	\$500.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-423	TDH PHPSB-CUSTODIAL	\$1,000.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-432	TDH PHPSB- EQUIPMENT & VEHICLES- REPAIRS & MAINTENANCE SERVICES	\$1,500.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-601	TDH PHPSB-OFFICE & COMPU SUPPL	\$5,000.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-603	TDH PHPSB-EDUCATIONAL / INSTRUCTION SUPPLIES	\$7,000.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-604	TDH PHPSB-MEDICAL & LAB SUPPLIES	\$10,000.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-607	TDH PHPSB-HOUSEHOLD & JANITORIAL SUPPLIES	\$1,000.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-613	TDH PHPSB-SAFETY SUPPLIES	\$1,000.00
3-1293-441-00-340-013-3-113	TDH PHPSB-REG F/T EMPLOYEES	3-1293-441-00-340-013-3-661	TDH PHPSB-MINOR OFFICE FURNITURE & EQUIPMENT	\$1,000.00
3-1293-441-00-340-013-3-260	TDH PHPSB-WORKERS COMP	3-1293-441-00-340-013-3-250	TDH PHPSB-UNEMPLOYMENT	\$ 900.00
3-1293-441-00-340-013-3-220	TDH PHPSB-FICA	3-1293-441-00-340-013-3-211	TDH PHPSB-HEALTH INSURANC	\$ 300.00
Amount				\$30,700.00

Revenue Account

Amount Requested: \$ 30,700.00

Reason: Line item transfer needed to cover anticipated expenditures.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT

DATE

ATTEST COUNTY CLERK

AI-38010

2. F.

CC CONSENT

Meeting Date: 04/16/2013

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:

Funds available as of 4/3/13.

Attachments

LIT

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/03/2013 12:33 PM
04/12/2013 05:08 PM
Started On: 04/03/2013 10:17 AM

Form Started By: Mike Escaname

Final Approval Date: 04/12/2013

Date:	April 3, 2013
Department Head:	<u>Eduardo Olivarez, Chief Administrative Officer</u>
Department Name:	Hidalgo County Health Department
Account Number:	3-1100-441-00-340-003-0-xxx 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-37987

2. G.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Yvonne Ramon

Submitted By: Rosie Diaz, ELECTIONS DEPT.

Department: ELECTIONS DEPT.

Information

CAPTION

2013 - Elections Department (1100)

BACKGROUND

2013 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?:

BUDGETARY IMPACT:

Funding available as of 4/2/13.

Attachments

LIT 4/2/13

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	04/02/2013 02:16 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Rosie Diaz		Started On: 04/02/2013 08:25 AM
	Final Approval Date: 04/12/2013	

AI-37990

2. H.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Sulema Cavazos, FIRE
MARSHAL'S DEPT.

Department: FIRE MARSHAL'S DEPT.

Information

CAPTION

2013 - Fire Marshal's Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-422-10-300-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 4/3/13.

Attachments

Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Ivan Cantu	04/02/2013 02:18 PM
Ana Galvan	Angela Garcia	04/03/2013 12:31 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Sulema Cavazos		Started On: 04/02/2013 10:00 AM
	Final Approval Date: 04/12/2013	

ATTEST COUNTY CLERK

AI-38032

2. I.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Diana Solis, ADULT PROBATION

Department: ADULT PROBATION

Information

CAPTION

2013 - Adult Probation (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-423-00-320-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 3/8/13.

Attachments

Local Transfer

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/04/2013 07:07 AM
04/12/2013 05:08 PM
Started On: 04/03/2013 03:40 PM

Form Started By: Diana Solis

Final Approval Date: 04/12/2013

AI-38203

2. J.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Sergio Cruz

Submitted By: Erika Zamora, BUDGET &
MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2013 - Co Wide Adm (1100)

BACKGROUND

Form Review

Inbox
Auditor's Office

Reviewed By
Angela Garcia

Date
04/12/2013 05:08 PM
Started On: 04/11/2013 06:41 PM

Form Started By: Erika Zamora

Final Approval Date: 04/12/2013

AI-38026

2. K.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Virginia Rodriguez, SHERIFF
DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

2013 - Sheriff's Dept. / Jail (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-423-21-280-002-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?: n

BUDGETARY IMPACT:

Attachments

Line Item Transfer

Form Review

Inbox
Emilia Uriegas
Budget & Management
Auditor's Office

Reviewed By
Emilia Uriegas
Angela Garcia
Angela Garcia

Date
04/03/2013 02:24 PM
04/04/2013 09:25 AM
04/12/2013 05:08 PM
Started On: 04/03/2013 02:12 PM

Form Started By: Virginia Rodriguez

Final Approval Date: 04/12/2013

DATE: 4/15/2013

DEPARTMENT HEAD: Guadalupe "Lupe" Trevino

DEPARTMENT NAME: Hidalgo County Sheriff's Office

ACCOUNT NUMBER: 3-1100-423-21-280-002-0-xxx

SUBJECT: Budget Line-Item Transfer (s)

Honorable Commissioners’ Court of Hidalgo County:

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

FROM		TO		
ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME	AMOUNT
3-1100-423-21-280-002-0-	619-OTHER MISC. SUPPLIES	3-1100-423-21-280-002-0-	664-OTHER MINOR EQUIPMENT	3,000.00
TOTAL				\$3,000.00

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

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS’ COURT

DATE

ATTEST COUNTY CLERK

AI-38015

2. L.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Luisa Pearson, 389TH DISTRICT
COURT

Department: 389TH DISTRICT COURT

Information

CAPTION

2013 - 389th District Court (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-412-00-008-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 4/2/13.

Attachments

389th Line Item Transfer

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/03/2013 12:33 PM
04/12/2013 05:08 PM
Started On: 04/03/2013 11:00 AM

Form Started By: Luisa Pearson

Final Approval Date: 04/12/2013

INTRA-DEPARTMENTAL TRANSFER

DATE: Wednesday, April 03, 2013

DEPARTMENT HEAD: Judge Letty Lopez

DEPARTMENT NAME: 389th District Court

ACCOUNT NUMBER: 3-1100-412-00-008-001-0-

CONTACT PERSON: Luisa Pearon PHONE: (956) 318-2080

SUBJECT: Intra-departmental Transfer(s)

Honorable Commissioner's Court of Hidalgo County:

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

FROM: OBJECT CODE	OBJECT NAME	TO: OBJECT CODE	OBJECT NAME	AMOUNT
890	Other	550	Printing & Binding	\$ 350.00
			TOTAL	\$ 350.00

REASON: Monies will be needed for expenditures that will be incurred for fiscal year 2013.
Business Cards for new employee and Juror's Handbook (pamphlets for civil cases)

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38189

2. M.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Yolanda Cisneros, COMM. PCT. #2

Department: COMM. PCT. #2

Information

CAPTION

2013 - Pct. #2 Administration (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1200-431-00-122-005-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funding available as of 4/12/2013

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	04/11/2013 04:32 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Yolanda Cisneros		Started On: 04/11/2013 02:50 PM
	Final Approval Date: 04/12/2013	

AI-38139

2. N.

CC CONSENT

Meeting Date: 04/16/2013

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

Department: COMM. PCT. #3

Information

CAPTION

2013 - Pct #3 Sanitation (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-432-00-123-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 4/10/13.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 01:25 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Norma Ceballos		Started On: 04/10/2013 11:54 AM
	Final Approval Date: 04/12/2013	

INTRA-DEPARTMENTAL TRANSFER

DATE: April 10, 2013

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

DEPARTMENT NAME: Hidalgo County Precinct #3 Sanitation

ACCOUNT NUMBER: 3-1100-432-00-123-001-0-xxx

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

SUBJECT: Intra-departmental Transfer

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT NAME	TO OBJECT CODE	OBJECT NAME	AMOUNT
432	Pct #3 Sanitation- Equip & Veh R&M Service	672	Pct #3 Sanitation - Equip. & Veh. R&M Sup.	\$ 8,000.00
TOTAL				\$ 8,000.00

REASON: Expect Expenses

DEPARTMENT HEAD SIGNATURE

CC DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-38051

2. O.

CC CONSENT

Meeting Date: 04/16/2013

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 4/8/13.

Attachments

LIT

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/04/2013 12:37 PM
04/12/2013 05:08 PM
Started On: 04/04/2013 10:27 AM

Form Started By: Marcie Jackson

Final Approval Date: 04/12/2013

AI-38075

2. P.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2013 - Pct. 4 Rd. Maint (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1200-431-00-124-007-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 04/11/13.

719 --> 532 \$5,043.20

890 --> 739 \$7,483.86

Attachments

Pct 4 Rd Maint LIT

Form Review

Inbox
Budget & Management

Auditor's Office

Form Started By: Veronica Lopez

Reviewed By
Angela Garcia
Angela Garcia

Final Approval Date: 04/12/2013

Date
04/10/2013 04:24 PM
04/12/2013 05:08 PM
Started On: 04/05/2013 10:15 AM

AI-38109

2. Q.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Comm. J. Palacios

Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

2013 - Pct 4 CRC (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-466-00-124-077-0-XXX

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 04/08/13

601 --> 664 \$449.00

Attachments

LIT

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/09/2013 08:30 AM
04/12/2013 05:08 PM
Started On: 04/08/2013 03:47 PM

Form Started By: Veronica Lopez

Final Approval Date: 04/12/2013

AI-38082

2. R.

CC CONSENT

Meeting Date: 04/16/2013

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

Department: J.P. 4, 2

Information

CAPTION

2013 - J.P. 4/2 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-412-00-068-001-0-xxx

FUNDS AVAILABLE Y/N?: y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Funds available as of 4/8/13.

Attachments

Line Item Transfer 2013

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/05/2013 01:45 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Robert Leal		Started On: 04/05/2013 01:27 PM
	Final Approval Date: 04/12/2013	

AI-38007

2. S.

CC CONSENT

Meeting Date: 04/16/2013

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?:

BUDGETARY IMPACT:

Funds available as of 4/8/13.

Attachments

Line Item Transfer

Form Review

Inbox
Budget & Management
Auditor's Office

Reviewed By
Angela Garcia
Angela Garcia

Date
04/04/2013 07:05 AM
04/12/2013 05:08 PM
Started On: 04/03/2013 09:21 AM

Form Started By: Ana Galvan

Final Approval Date: 04/12/2013

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: March 28, 2013

DEPARTMENT MARTIN "MARTY" CANTU
HEAD: _____

DEPARTMENT Constable Precinct #2
NAME: _____

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	412	Cable/Satellite television	\$ 470.00
890	other	601	Office & Computer Supplies	1,000.00
TOTAL				\$ 1,470.00

REASON: monies are being transfer Directv and for office supplies


DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE _____

ATTEST COUNTY CLERK

HIDALGO COUNTY
BUDGET OFFICE
003 APR 2 PM 4 44

AI-38167

3. A.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Comm. J. Palacios

Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

Pct. #4 Adm:

Approval of 2013 interdepartmental transfer from Pct. 4 Rd. Maint (Program 007) to Adm (Program 005) in the amount of \$3,000.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1200-431-00-124-00X-0-XXX

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

3-1200-431-00-124-007-0-890 --> 3-1200-431-00-124-005-0-583 \$3,000.00

Funds available as of 04/10/13

Attachments

Pct 4 Interdept

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/11/2013 08:35 AM
Manuel Chapa	Manuel Chapa	04/11/2013 09:21 AM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Veronica Lopez		Started On: 04/10/2013 04:10 PM
	Final Approval Date: 04/12/2013	

ATTEST COUNTY CLERK



AI-38177

3. B.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Veronica Lopez, COMM. PCT. #4

Department: COMM. PCT. #4

Information

CAPTION

Pct. #4 CO2010 A&B:

Approval of 2013 interdepartmental from CO2010A&B Pct 4 - Doolittle Building (programs 078, 079, 075) to CO2010A&B- PCT 4 Motor Pool in the amount of \$294,784.94.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-124-XXX-0-720

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

3-1342-431-00-124-XXX-0-720 --> 3-1342-419-40-124-126-0-720 \$294,784.94

Funds available as of 04/11/13

Attachments

revised

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	04/11/2013 04:22 PM
Manuel Chapa	Manuel Chapa	04/11/2013 04:56 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Veronica Lopez		Started On: 04/11/2013 09:01 AM
	Final Approval Date: 04/12/2013	

ATTEST COUNTY CLERK

AI-38177



AI-38204

3. C.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Sergio Cruz

Submitted By: Erika Zamora, BUDGET &
MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Juvenile Detention Hm (1100):

Approval of 2013 interdepartmental transfer from Co Wide Adm-Contingency to Juvenile Detention Hm in the amount of \$15,817.93 to fund electricity expenditures for the month of March.

BACKGROUND

Form Review

Inbox	Reviewed By	Date
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Erika Zamora		Started On: 04/11/2013 06:43 PM
	Final Approval Date: 04/12/2013	

AI-38136

4. A.

CC CONSENT

Meeting Date: 04/16/2013

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)
2. Certificate of Water Service Availability under Texas Local Government Code Section 232.029 (c) (2)

BACKGROUND

Attachments

Pct 1 Cert Plat & Utility Status 04-16-13

Pct 2 & 4 Cert Plat & Utility Status 04-16-13

backup

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/10/2013 01:25 PM
Olga Garza	Olga Garza	04/10/2013 04:35 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Irma Castillo		Started On: 04/10/2013 11:07 AM
	Final Approval Date: 04/12/2013	

	PLANNING DEPT. PCT.#1 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	JOSE SILVA	1-8755
2.	LEONEL GOMEZ/ C.O LUDIVINA GARCIA	1-8120
3.	MARIA I. TORRES	1-9970
	COMM. COURT: APRIL 16, 2013	



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

Precinct **1** 2 3 4

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

Application No: 1-9970

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: Yolanda Isabel Torres

Address: 6204 Joshua Dr.
Danna tx
78537

Phone: 956 9980300

Approved by Environmental Health:	Temporary Service Authorized Signature	Final Service Authorized Signature
Inspection/Permit No:		
Date Approved:	<u>/ /</u>	<u>/ /</u>

Water Supplier: NAWSC

Utility Provider: ☐ M.V.E.C. ☐ AEP

Account/ESI No.: 272420-001
☐ Temporary Pole ☒ Permanent Service
monite Home

regarding the land described as:

Goodie Meadows Ph. # 2 lot # 113

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

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;

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;

yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023.

(Date approved 3/4/08);

Gilbert Pecina
(verified by [Signature]);

(verified by [Signature]);

(verified by [Signature]);

(verified by [Signature]);

Planning Department Authorized Signature

Hidalgo County Judge

ATTEST:

Hidalgo County Clerk

4-03-13
Date

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

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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

Precinct 12 3 4

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

Application No: 1-9970

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: Maria Isabel Torres
Address: 6204 Joshua Dr.
Duncan TX, 78537
Phone: 956 980300

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

Google Meadow Ph. 2 lot # 113

STATUS OF PERSON OR ENTITY MAKING REQUEST:

- ☐ Subdivider
☒ Owner of lot in subdivision
☐ Resident of lot in a subdivision
☐ Entity that provides utility service

Maria Isabel Torres
Requesting Party (Signature)

4-08-13.
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:

04/2/13
Date

[Signature]
County Official

Chapter 232 Texas LGC Application

APPLICATION NO:

1-9970

Apr. 2, 2013

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

G5975-02-000-0113-00

[1] OWNER: CURIEL, ADA N.
TORRES, ISABEL
6204 JOSHUA DR.
DONNA, TX 78537

Telephone No. 314-3193

[7] LEGAL DESC./NAME OF SUBDIVISION
GOOLIE MEADOWS PH#2 LOT#113

LOCATION: 0 NOLANA & GOOLIE RD.

[2] CONTRACTOR: SELF

[8] SEWAGE: EXIST

[3] WATER SYSTEM: NAL

[9] CONSTRUCTION TYPE: WOOD

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

[10] EST. COST OF CONST.: \$4,000

[5] SIZE OF STRUCTURE: 1,216 Sq. Ft.

[11] SPECIAL FLOOD HAZARD AREA: ☐ YES
☒ NO

[6] USE OF BUILDING: RES. ZONE C-44

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL COUNTY SETBACKS & REG.
FRONT 25' SIDES 6' REAR 30' FINISH FLOOR ELEV.
18" ABOVE CENTERLINE OF STREET

FOR COUNTY USE ONLY APPLICATION FEES

OTHER _____
TOTAL AMOUNT \$30.00

Light ☒ Water ☒

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

Community No.: 460334

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.

Prepared by

Date

Jonathan Isidro

04/2/13

Approved by

Date

Ada Neri Curiel

Signature of Owner or Applicant

Date

[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.

SPECIAL WARRANTY DEED WITH VENDOR'S LIEN

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL 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 20, 2013

Grantor: RCI Development-Wisconsin, Ltd

Grantor's Mailing Address (including county):

2614 Freddy Gonzalez
Edinburg, Texas 78539
Hidalgo County, Texas

Grantee:

Name 1: Ada Neri Curiel Hernandez
Name 2: Maria Isabel Torres Vasquez

Mailing Address:

6204 Joshua Dr.
Donna, TX 78537
Hidalgo County, TX

Phone Number 1: 956-314-3193
Phone Number 2:

Social Security Number:
Grantee 1:
Grantee 2:

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 Thirty Five Thousand and No/100 (\$35,000.00), and is executed by Grantee, payable to the order of Grantor (the "Purchase Note"). The Purchase Note is secured by a vendor's lien retained in this deed and by a deed of trust of even date to Alan Monroe, Trustee.

Property (including any improvements):

Lot Number(s) 113, Goolie Meadows Phase II, is a 41.596 acre tract of land being all of Blocks 144, and 20.489 acres out of Block 145, Hill-Halbert Tract out of the El Gato and La Blanca Grants, Hidalgo County, Texas, according to the map or plat thereof recorded in Volume 54, Page 184-186, Map Records, Hidalgo County, Texas, and according to Warranty Deed with Vendor's Lien recorded under County Clerk's Document Number 1661924, Official Records, Hidalgo County, Texas.

SAVE AND EXCEPT; Grantor reserves for Grantor and for Grantor's heirs, successors, and assigns forever, a reservation of all Grantor's oil, gas and other minerals in and under and that may be produced from the Property.

WARRANTY DEED WITH VENDOR'S LIEN (Continued)

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

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

RCI Development-Wisconsin, Ltd

By: RCI Development, LLC, General Partner

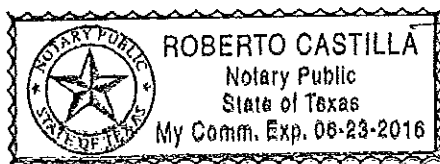


Manager

(Acknowledgment)

State of Texas
County of Hidalgo

This instrument was acknowledged before me on the 20 day of MARCH, 2013, by TIM GEARHART, MANAGER of RCI DEVELOPMENT, LLC, a Texas Limited Liability Company, on behalf of said limited liability company, and the limited liability company acknowledged this instrument as General Partner on behalf of RCI Development-Wisconsin, Ltd, a Texas Limited Partnership.





Notary Public, State of Texas

AFTER RECORDING RETURN TO:

RCI Development-Wisconsin, Ltd
2614 Freddy Gonzalez
Edinburg, Texas 78539



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: 1-8755

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: Joe Silva

Address: 1802 Mesquite Dr.
Mercedes Tx 78570

Phone: 463-2705

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

x Old Rebel Knight Lot 9 BLK 3

STATUS OF PERSON OR ENTITY MAKING REQUEST:

- ☐ Subdivider
☒ Owner of lot in subdivision
☐ Resident of lot in a subdivision
☐ Entity that provides utility service

Joe Silva
Requesting Party (Signature)

4-8-13
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:

4/10/13
Date

[Signature]
County Official

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

02446-00-003-0009-00

- 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.

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.

- ☒ NEW INSTALLATION
☐ MODIFICATION

Hidalgo County Health Department

Environmental Health Division

APPLICATION FOR ON-SITE SEWERAGE FACILITY NEW CONSTRUCTION AND MODIFICATION

TNRCC Region: 15

County of Installation: H. DALLAS

49386
RECEIPT NO.
2-19-13
DATE
145.00
AMOUNT

- PROPERTY OWNER'S NAME: JOSE SILVA
- PERMANENT MAILING ADDRESS: MESQUITE ROAD
- TELEPHONE NO. DURING DAY: (978) 353-8583
- SITE ADDRESS: 2 EAST 4 9 MILE
- PROPERTY DESCRIPTION: Lot 9 Size _____ Block _____ Sec. _____ Date _____
and legal description (attached) SUBDIVISION OLD NORTH HEIGHTS
OTHER THAN SUBDIVISION: Acreage 1/2 Survey _____
- SOURCE OF WATER: ☐ Private Well ☒ Public Water Supply A.C.A. W.S.
- SINGLE FAMILY RESIDENCE: No. of Bedrooms 2 Living Area (sq. ft.) 417 sq. ft.
- COMMERCIAL/INSTITUTIONAL (including multi-family residences) TYPE RESID.
NO. OF EMPLOYEES/OCCUPANTS/UNITS: _____ DAYS OCCUPIED PER WEEK: _____
SITE EVALUATOR: T. M. M. M. M. CERTIFICATION NO. 052011121
PHONE NO. 728-7231
- IS AN ORGANIZED SEWAGE COLLECTION WITHIN 300 FEET? ☐ YES ☐ NO
- DESIGNER: _____ LICENSE NO.: _____
PHONE NO. _____
- INSTALLER T. M. M. M. M. REGISTRATION NO.: 054778
PHONE NO. 728-7231

I certify that the above statements are true and correct to the best of my knowledge. Authorization is hereby give: to the Hidalgo County Health Department enter upon the above described private property for the purpose of lot evaluation and inspection of on-site sewerage facilities. I understand that the approval of this application constitutes authorization for construction of the on-site sewerage facility and that a permit to operate the facility will be granted following successful inspection of the installed system which indicates that the system was installed in compliance with (TNRCC ON-SITE SEWAGE FACILITY RULES, TAC 30, CHAPTER 285)

(SIGNATURE OF OWNER)

DATE

State of Texas,

County of HIDALGO

Know All Men by These Presents

1467389

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 DRIVERS'S LICENSE NUMBER.

THAT WE, RAFAEL LORENZANA AND NORMA LORENZANA

of the County of HIDALGO State of TEXAS for and in consideration

of the sum of TEN AND NO HUNDREDS-----DOLLARS

to US in hand paid by JOSE A. SILVA AND LETICIA M. SILVA

as follows:

have Granted, Sold and Conveyed, and by these presents do Grant, Sell and Convey, unto the said

JOSE A. SILVA AND LETICIA M. SILVA

whose mailing address is Rt. 4 Box 633, Mercedes, Texas 78570

of the County of HIDALGO

State of TEXAS

all that certain

LOT 9, BLOCK 3, OLD REBEL HEIGHTS SUBDIVISION, HIDALGO COUNTY, TEXAS.

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said grantees, their

heirs and assigns forever and we do hereby bind ourselves, our heirs, executors and administrators, to Warrant and Forever Defend, all and singular the said premises unto the said JOSE A. SILVA AND LETICIA M. SILVA

heirs and assigns, against every person whomsoever lawfully claiming, or to claim the same, or any part thereof,

WITNESS my hand at 505 N. VERMONT, MERCEDES, TEXAS

this 15th day FEBRUARY, 2005

Witness at Request of Grantor:

RAFAEL LORENZANA

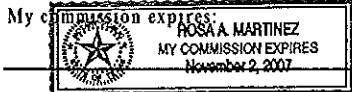
NORMA LORENZANA

(Acknowledgment)

STATE OF TEXAS

COUNTY OF HIDALGO

This instrument was acknowledged before me on the 15th day of FEBRUARY, 2005 by RAFAEL LORENZANA



Rosa A. Martinez
Notary Public, State of Texas
Notary's printed name:
ROSA A. MARTINEZ

Warranting Filed

FROM

RAFAEL LORENZANA

NORMA LORENZANA

TO

JOSE A. SILVA

LETICIA M. SILVA

FILED FOR RECORD

This day of

at o'clock M.

County Clerk

By Deputy

RECORDED

In County Records

In Book on page

County Clerk

By Deputy

Recording Fee \$

This instrument should be filed immediately with
the County Clerk for Record
WHEN RECORDED RETURN TO:

Rafael Lorenzana
77 W. Canton
L. aburg, Texas 78539

THE ODEE COMPANY, Publishers, Dallas

My commission expires:

This instrument was acknowledged before me on the day of

STATE OF TEXAS
COUNTY OF

(Acknowledgement)

Notary Public, State of Texas
Notary's printed name:

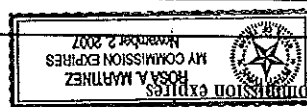
My commission expires:

This instrument was acknowledged before me on the day of

STATE OF TEXAS
COUNTY OF

(Acknowledgement)

Notary Public, State of Texas
Notary's printed name:



My commission expires:

This instrument was acknowledged before me on the 15th day of FEBRUARY, 2005

STATE OF TEXAS
COUNTY OF HIDALGO

(Acknowledgement)

Notary Public, State of Texas
Notary's printed name:

As a Recording

On: May 04, 2005 at 02:00P

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

Document Number: 1467383
Total Fees: 16.00

Receipt Number - 672693
By: Marylou Cantu, Deputy



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

Precinct ① 2 3 4

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

Application No: 1-8120

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: Leonel Gomez/C.O
Ludivina Garcia

Address: 1603 W. Mile 14 1/2 N
Elsa, Tx. 78543

Phone: (956) 998-8885

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

Water Supplier: North Alamo Water Supply

Utility Provider: ☒ M.V.E.C. ☐ AEP

Account/ESI No.: 243849-003
☐ Temporary Pole ☒ Permanent Service

regarding the land described as:

Valle Del Rio lot #9

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;
yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable;
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;
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;
yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023.

(Date approved 7/10/95;

Gilbert Pecina
(verified by [Signature]);

(verified by [Signature]);

(verified by [Signature]);

(verified by [Signature]);

[Signature]
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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1304 South 25th Street
Edinburg, Texas 78542
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956-205-7049

Precinct 1 2 3 4

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

Application No: 1-8120

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: Leonel Gomez / Ludivina Garcia

Address: 1603 W. Mile 14 1/2 N
Elsa, Tx. 78543

Phone: (956) 998-8885

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

Valle Del Rio Lot # 9

STATUS OF PERSON OR ENTITY MAKING REQUEST:

- ☐ Subdivider
☒ Owner of lot in subdivision
☐ Resident of lot in a subdivision
☐ Entity that provides utility service

[Signature]
Requesting Party (Signature)

4-8-13
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:

4/10/13
Date

[Signature]
County Official

Chapter 232 Texas LGC Application

APPLICATION NO:

1-8120

Jun. 13, 2011

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

V0577-00-000-0009-00

[1] OWNER: GOMEZ, LEONEL

P.O. BOX 212
ELSA, TX. 78543

Telephone No. 467-7828

[7] LEGAL DESC./NAME OF SUBDIVISION
VALLE DEL RIO LOT 9

LOCATION: 0 WESTGATE & MILE 14 1/2

[2] CONTRACTOR: SELF

[8] SEWAGE: EXIST

[3] WATER SYSTEM: N AL

[9] CONSTRUCTION TYPE: WOOD

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

[10] EST. COST OF CONST.: \$20,000

[5] SIZE OF STRUCTURE: 1,000 Sq. Ft.

[11] SPECIAL FLOOD HAZARD AREA: ☒ YES
☐ NO

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

Special Conditions: No construction allowed over any easements.

MUST COMPLY W/ALL REGULATIONS & SETBACKS
FRONT 50' SIDE'S REAR 15" FINISH FLOOR OF ELEV.
18" NATURAL GROUND.

FOR COUNTY USE ONLY APPLICATION FEES

OTHER

TOTAL AMOUNT \$30.00

Light [X]

Water [X]

Flood Zone: NO

Panel No. /Suffix: 01570C . Pct: 1

Community No.: 4180334

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.

Prepared by Flora Castillo Date 7-13-11

Approved by Jonathan Osidro Date 7-13-11

Signature of Owner or Applicant [Signature] Date 6-13-11

CHARGE TO: VLTC
GF# 112775

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.

General Warranty Deed

Date: June 17, 2008

Grantor: JEANETTE VILLARREAL, having remained a single person since the acquisition of this property.

Grantor's Mailing Address:

JEANETTE VILLARREAL
P.O. Box 2394
Elsa, Texas 78543
Hidalgo County

Grantee: LEONEL GOMEZ

Grantee's Mailing Address:

LEONEL GOMEZ
P.O. Box 212
Elsa, Texas 78543
Hidalgo County

Consideration:

Cash and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.

Property (including any improvements):

All of Lot 9, VALLE DEL RIO, Hidalgo County, Texas, according to the map recorded in Volume 30, Page 88, Map Records in the Office of the County Clerk of Hidalgo County, Texas, reference to which is here made for all purposes.

Reservations from Conveyance:

None

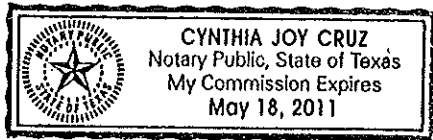
Exceptions to Conveyance and Warranty:

- 1) Restrictive covenant of record under Volume 30, Page 88, Map Records of Hidalgo County, Texas, but omitting any covenant or restriction based on race, color, religion, sex, handicap, familial status or national origin unless and only to the extent that said covenant (a) is exempt under Chapter 42,

STATE OF TEXAS)

COUNTY OF HIDALGO)

This instrument was acknowledged before me on 6/17, 2008,
by JEANETTE VILLARREAL.



Cynthia Cruz
Notary Public, State of Texas
My commission expires: _____

PREPARED IN THE OFFICE OF:

Jones, Galligan, Key & Lozano LLP
2300 West Pike Boulevard, Suite 300
Post Office Drawer 1247
Weslaco, Texas 78599-1247
Tel: (956) 968-5402
Fax: (956) 968-6089

AFTER RECORDING RETURN TO:

Jones, Galligan, Key & Lozano LLP
2300 West Pike Boulevard, Suite 300
Post Office Drawer 1247
Weslaco, Texas 78599-1247
Tel: (956) 968-5402
Fax: (956) 968-6089

	PLANNING DEPT. PCTS 2 & 4 CERTIFICATE OF PLAT & UTILITY STATUS	
	APPLICANT	APPLICATION NO.
1.	Seraprio Guzman	4-12146
2.	Edgardo Arenas & Ana Gutierrez	4-12253
	COMM. COURT: April 16, 2013	



PLANNING DEPARTMENT

Rev. 02-19-10

County of Hidalgo

Main Office
1304 South 25th Street
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956-318-2840
956-318-2844

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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: 4-12253

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: Edgardo Arenas &
Ana Gutierrez

Address: 8110 Jubilee Blvd
Edinburg, Tx 78542

Phone: 956-562-7288

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

Water Supplier: North Alamo Water Supply

Utility Provider: ☒ M.V.E.C. ☐ AEP

Account/ESI No.: # 272 467 001
☒ Temporary Pole ☐ Permanent Service

regarding the land described as:

Lot # 46, Subdivision "Palace station Phase II"

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;
- yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable;
- 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;
- 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;
- yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023.

(Date approved 01-12-07);

(verified by Mami Cepeda);

(verified by [Signature]);

(verified by [Signature]);

(verified by [Signature]);

Planning Department Authorized Signature

Hidalgo County Judge

Date

ATTEST:

Hidalgo County Clerk

Date



PLANNING DEPARTMENT

Rev. 02-19-10

County of Hidalgo

Main Office
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956-973-7850

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

Precinct 1 2 3 4

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

Application No: 4-12253

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: Edgardo Arenas & Ana Gutierrez
Address: 8110 Jubilee Blvd
Edinburg, Tx 78542
Phone: 956-562-7288

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

Lot # 46 Palace Station subdivision Phase II

STATUS OF PERSON OR ENTITY MAKING REQUEST:

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

Ana Gutierrez
Requesting Party (Signature)

3-28-13
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:

04/10/13
Date

[Signature]
County Official

Chapter 232 Texas LGC Application

APPLICATION NO:

4-12253

Mar. 28, 2013

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

P0024-02-000-0046-00

[1] OWNER: ARENAS, EDGARDO JAVIER &
ANA G. GUTIERREZ
8110 JUBILEE BLVD.
EDINBURG, TX. 78542

[7] LEGAL DESC./NAME OF SUBDIVISION
PALACE STATION #2 LOT 46

Telephone No. 322-2590

LOCATION: 0 TOWER & CANTON

[2] CONTRACTOR: SELF

[8] SEWAGE: INSTA

[3] WATER SYSTEM: N AL

[9] CONSTRUCTION TYPE: WOOD

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

[10] EST. COST OF CONST.: \$20,000

[5] SIZE OF STRUCTURE: 1,200 Sq. Ft.

[11] SPECIAL FLOOD HAZARD AREA: ☐ YES
☒ NO

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

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS & SETBACKS
FRONT 25' NORTH SIDE 6' REAR 35' SOUTH SIDE 10'

FOR COUNTY USE ONLY APPLICATION FEES

OTHER _____
TOTAL AMOUNT \$30.00

Light [X] Water [X]

Flood Zone: NO 0425C
Panel No. /Suffix: _____ Pct: 4

Community No.: U50334

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.

Flavio Castillo 3/28/13
Prepared by Date

Ricky Rios 3/28/13
Approved by Date

X Ana Gutierrez 3/28/13
Signature of Owner or Applicant Date

[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 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

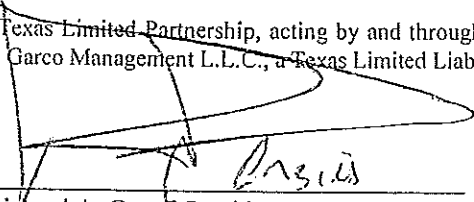
Special Warranty Deed with Vendor's Lien

1. Date: March 8, 2013
2. Grantor: Garco, Ltd., A Texas Limited Partnership
3. Grantor's Mailing Address: 3910 W. Freddy Gonzalez, Edinburg, Hidalgo County, Texas 78539
4. Grantee: EDGARDO JAVIER ARENAS AND ANA GABRIELA GUTIERREZ
5. Grantee's Mailing Address: 8110 Jubilee Blvd Edinburg, Hidalgo County, Texas 78542
6. Consideration: Ten and No/100THS (\$10.00) Dollars and other good and valuable consideration, the receipt of which is hereby acknowledged, and the further consideration of the execution and delivery by Grantee of Grantee's one certain promissory note of even date herewith, in the principal sum of Twenty Eight Thousand Three Hundred and No/100ths Dollars (\$28,300.00) payable to the order of Grantor and bearing interest as therein provided; containing the usual clauses providing for acceleration of maturity and for attorney's fees, the payment of which note is secured by the vendor's lien herein retained, and is additionally secured by a Deed of Trust of even date herewith to Alan D. Monroe, Trustee.
7. Property: Lot Forty-Six (46), Palace Station Subdivision Phase II, Hidalgo County, Texas, as per map or plat thereof recorded in Volume 52, Pages 40-42, Map Records of Hidalgo County, Texas;
8. Reservations from and Exceptions to Conveyance and Warranty: This conveyance is made by Grantor and accepted by Grantee subject to the following, only to the extent that same exist and affect the property, to-wit:
 - A. Any and all restrictions, reservations, rights; covenants, conditions, oil and gas and/or mineral reservations and leases thereof, and easements (including, but not limited to easements for utilities, irrigation lines, high pressure gas pipe lines and Irrigation District No. 1 drainage ditch), all of the foregoing and all items listed on Exhibit "A" attached hereto and made a part hereof for all purposes.
 - B. All zoning laws, regulations and ordinances of municipal and/or other governmental authorities, if any, relating to the property, or any part hereof.
 - C. Anything an on-the-ground A-1 survey would reveal.
 - D. The taxes for the year 2013 and subsequent years.
 - E. Save and Except Grantor reserves for himself and his heirs and assigns all oil, gas and other minerals in, on, under or that may be produced from the above described property, including but not limited to groundwater rights.
 - F. Restrictive covenants of record under Document # 1729374, Official Records, Hidalgo County, Texas.
 - G. Right of First Refusal. If Grantee desires to sell or otherwise transfer any interest in the property herein described, Grantor shall have the right of first refusal to meet any bona fide offer of sale on the same terms and conditions of such offer. Upon Grantor's failure to meet such offer in writing within 30 days after written notice thereof from Grantor to Grantee, Grantee may sell the property to the third party in accordance with his offer.
9. Condition of the Property: This Property is sold in its "As Is" condition as set out in Exhibit "B" hereto attached and made a part hereof for all purposes.
10. Prior Liens: Deed of Trust recorded under Document No. 1724095, Official Records, Hidalgo County, Texas

11. Granting Clause: Grantor, for valuable consideration the receipt of which is hereby 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 (continue below):
12. Special Warranty of Title: To have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to warranty, when the claim is by, through or under Grantor, but not otherwise.
13. Vendor's Lien: The vendor's lien against and superior title to the Property are retained until the note described above is fully paid according to its terms, at which time this deed will become absolute.
14. Non-examination of Title: NO TITLE EXAMINATION WAS REQUESTED IN CONNECTION WITH THE PREPARATION OF THIS DOCUMENT NOR WAS ANY MADE. THE PREPARER EXPRESSES NO OPINION AS TO THE TITLE TO THIS PROPERTY.
15. Miscellaneous: When the context requires, singular nouns and pronouns include the plural.

16. Signature:

Garco, Ltd., A Texas Limited Partnership, acting by and through its General Partner, Garco Management L.L.C., a Texas Limited Liability Company

By: 

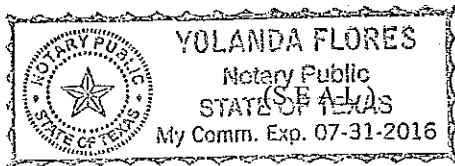
Richard A. Garza, President

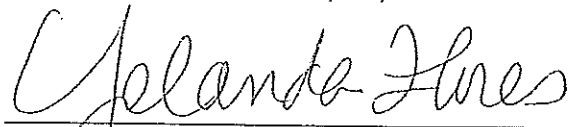
The State of Texas

(Acknowledgment)

County of Hidalgo

This instrument was acknowledged before me on the 8th day of March, 2013, by Richard A. Garza, President of Garco Management L.L.C., a Texas Limited Liability Company, General Partner, on behalf of Garco, Ltd., A Texas Limited Partnership.




Notary Public, State of Texas

My Commission Expires: 7-31-2016

After Recording Return To:

GARCO, LTD
3910 W. Freddy Gonzalez
Edinburg, Texas 78539



PLANNING DEPARTMENT

Rev. 02-19-10

County of Hidalgo

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1304 South 25th Street
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Precinct No.3 Substation
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Mission, TX 78572
956-205-7045
956-205-7049

Precinct 1 2 3 4

4-12146

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

Application No:

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: SERAPIO GUZMAN

Address: 6603 Soledad Dr
Edinburg TX
78541

Phone: 956 563 7523

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

Water Supplier: City of Edinburg

Utility Provider: ☐ M.V.E.C. ☒ AEP

Account/ESI No.: 100 327 894 22 61 3285
☐ Temporary Pole ☒ Permanent Service

regarding the land described as:

Paloma Del Valle III LOT # 140

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;
- yes water service facilities have been constructed or installed to service the subdivision under Local Government Code Section 232.023 and are fully operable;
- 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;
- 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;
- yes electrical and gas facilities, if available, have been constructed or installed to service the subdivision under Section 232.023.

(Date approved 07-11-2007);

(verified by Maria Cepeda);

(verified by Maria Cepeda);

(verified by Maria Cepeda);

(verified by Maria Cepeda);

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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Precinct No.3 Substation
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956-205-7049

Precinct 1 2 3 4

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

Application No: 4-12146

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: Serapio Guzman

Address: 6603 Soledad Dr
Edinburg TX

Phone: 956 563 7523

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

Paloma del Valle III LOT 140

STATUS OF PERSON OR ENTITY MAKING REQUEST:

- ☒ Subdivider
☐ Owner of lot in subdivision
☒ Resident of lot in a subdivision
☐ Entity that provides utility service

SERAPIO GUZMAN
Requesting Party (Signature)

04 08 -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:

04/10/13
Date

[Signature]
County Official

Chapter 232 Texas LGC Application

APPLICATION NO:

4-12146

Feb. 22, 2013

COUNTY OF HIDALGO
PLANNING DEPARTMENT

1304 S. 25th Ave
TEL 318-2840

EDINBURG TX 78539
FAX 318-2844

P3112-03-000-0140-00

[1] OWNER: GUZMAN, SERAPIO & NELY A.

6603 SOLEDAD DR
EDINBURG, TX 78541

Telephone No. 563-7523

[7] LEGAL DESC./NAME OF SUBDIVISION
PALOMA DEL VALLE #3 LOT 140

LOCATION: 0 SEMINARY & FM 2812

[2] CONTRACTOR: SELF

[8] SEWAGE: PUBLI

[3] WATER SYSTEM: OTHE

[9] CONSTRUCTION TYPE: WOOD

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

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

[5] SIZE OF STRUCTURE: 500 Sq. Ft.

[11] SPECIAL FLOOD HAZARD AREA: ☒ YES
☐ NO

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

Special Conditions: No construction allowed over any easements.
MUST COMPLY W/ALL REGULATIONS & SETBACKS
FRONT 25' SIDE'S 6' REAR 15'

FOR COUNTY USE ONLY
APPLICATION FEES

OTHER _____

TOTAL AMOUNT \$30.00

Light [X]

Water [X]

Flood Zone: NO

Panel No. /Suffix: 03250

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.

Flora O. Castiello 2/22/13
Prepared by Date

Midy Rioo 2/22/13
Approved by Date

Serapio Guzman 2-22-2013
Signature of Owner or Applicant Date

[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

2358455

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: September 12, 2012

Grantor: Paloma Del Valle II, Ltd.

Grantor's Mailing Address (including county): 13201 N. 23rd Street
Edinburg, Texas 78541
Hidalgo County

Grantee: Serapio Guzman and Nely Aurora Guzman

Grantee's Mailing Address including County: 6110 Valencia Dr.
Edinburg, Texas 78541
Hidalgo

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 NINETEEN THOUSAND SEVEN HUNDRED SIX AND 58/100 DOLLARS (\$19,706.58) 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, Attorney at Law, Trustee.

Subject to Prior Lien(s) (including recording information): A lien in favor of Texas State Bank as recorded in the Deed of Trust dated August 11, 2006, as Document number 1655705, in the Official Records of Hidalgo County, Texas, and all renewals, extensions, transfers or alterations thereof.

Property (including any improvements): Lot 140 of Paloma Del Valle Phase III Subdivision, according to the map recorded in Volume 53, Pages 133-136, Hidalgo County Map Records, Hidalgo County, Texas. SAVE AND EXCEPT all of the Oil, Gas and other Minerals.

Reservations From and Exceptions to Conveyance and Warranty: 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; but not subsequent assessments for the current and prior years due to change in land usage, ownership, or both, the payment of which Grantor assumes.

1. Restrictive Covenants Recorded as Document 1784511 in the Official Records of Hidalgo County, Texas.
2. Taxes for the year 2012 and all subsequent years.
3. Blanket easements, rules, regulations and rights in favor of Hidalgo County Irrigation District in which the property is located.
4. Subject to any and all valid and existing restrictions, easements, rights-of-way, reservations,

maintenance charges, together with any lien securing maintenance charges, zoning laws, ordinances of municipal or other governmental agency's or authorities, and conditions and covenants, if any, applicable to and enforceable against the property described herein, whether of record or not; all presently recorded instruments, other than liens or conveyances that effect the property.

5. For Grantor and Grantor's successors, a reservation of all of 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 and gas or 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, 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 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 shall become absolute.

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

Paloma Del Valle II, Ltd.

By: Jane Cross Enterprises, Inc.

General Partner

BY: _____

Jane Cross, President

ACKNOWLEDGMENT

STATE OF TEXAS

§

§

COUNTY OF HIDALGO

§

This instrument was acknowledged before me on September 12, 2012, by Jane Cross, President of Jane Cross Enterprises, Inc., as general partner of Paloma Del Valle II, Ltd., a Texas limited partnership, on behalf of said limited partnership.



Notary Public, State of Texas

Notary's typed or printed signature
My commission expires: 02/24/2016

	PLANNING DEPT. PCTS 3 WATER SERVICE AVAILABILTY	
	APPLICANT	APPLICATION NO.
1.	JOSE G. OCANAS	3-13175
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
	COMM. COURT: APRIL 16, 2013	



PLANNING DEPARTMENT

Rev. 02-19-1

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:

3-13175
12/26/12

HIDALGO COUNTY CERTIFICATE OF WATER SERVICE AVAILABILITY UNDER TEXAS LOCAL GOVT. CODE SECTION 232.029(c)(2)

Upon the application of:

Name: JOSE G. Ocasio

Address: 4202 Ira Rd

MISSION, TX
78574

Phone: 956-599-2887

Approved by Environmental Health:	Temporary Service Authorized Signature	Final Service Authorized Signature
Inspection/Permit No:		
Date Approved:	<u>1 1</u>	<u>3537 1365</u> <u>4/9/13</u>

Water Supplier: Agua SUD

Utility Provider: ☐ M.V.E.C. ☒ AEP

Account/ESI No.: 100327894 46980397
☐ Temporary Pole ☒ Permanent Service

who is the person requesting utility service to subdivided land ("land") described as follows:

Lots Six (6) Muñoz ^{Estates} Subdivision, According to The map
or Plat thereof Recorded in Volume 23, Page 104 B Map
Records of Hidalgo County, Texas
[Insert the lot and block number in recorded subdivision, address, or description in deed, etc]

and who has submitted to the court an affidavit as required by Local Govt. Code Sec. 232.029 (f),
on February 26, 2013, the Hidalgo County Commissioners Court approved the
issuance of this certificate stating as follows (strike through the statement that does not apply)

The land was not subdivided after September 1, 1995, and water service is available
within 750 feet of the land.

-OR-

The land was not subdivided after September 1, 1995, and water service is available more than 750 feet from the
subdivided land and the extension of water service to the land may be feasible, subject to a final determination by the
water service provider.

Sandra Cantu 4/9/13
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: 3-13175

**AFFIDAVIT
TO APPLY TO THE COUNTY OF HIDALGO
FOR CERTIFICATE OF WATER SERVICE AVAILABILITY
UNDER TEXAS LOCAL GOVT. CODE SECTION 232.029(c)(2)**

[Note: To be eligible, the land must not have been subdivided after September 1, 1995.]

THE STATE OF TEXAS §
COUNTY OF HIDALGO §

BEFORE ME, the undersigned authority, on this day personally appeared

Jose G. Ocanas

tengo Known to me [or proved to me in the oath of yo Jose Genaro Salinas or through
5 Años de cono (description of federal or state government ID card with photograph and signature)],
who swore on oath that the following two statements are true:

1. "I am requesting utility service to the following described land:

Lots Six (6), Muñoz ^{Estates} Subdivision

[Insert the lot and block number in recorded subdivision, address, or description in deed, etc]

2. "The land described above has been sold or conveyed to me."

AND [strike through the statement below that does not apply]

3A. "The land was not sold or conveyed to me by the Subdivider or the subdivider's agent after September 1, 1995."

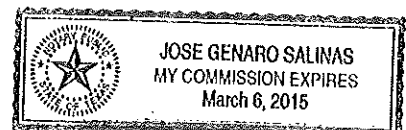
-OR-

3B. "The land was on August 31, 1999, located in the extraterritorial jurisdiction of a municipality as determined by Local Govt. Code Chapter 42; and the land was not sold or conveyed to me by the Subdivider or the subdivider's agent after September 1, 1999."

Jose G. Ocanas Cantu (Signature)

SUBSCRIBED AND SWORN TO before me on February 26, 2013, to certify which, witnesses my hand and seal of office.

NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS



The State of Texas,

County of HIDALGO

That I, JESUS GARZA

Know All Men by These Presents:

of the County of HIDALGO

and State aforesaid, for and in consideration of the

sum of PRICE OF PROPERTY (\$15,000)---DOWN PAYMENT (\$1,000) DOLLARS,
 BAL (\$14,000) MONTHLY PAYMENTS OF \$300 PAID ON THE 10th OF JANUARY 2013
 to ME in hand paid by NO INTEREST total payments 46 with
 JOSE GUADALUPE OCANAS AND OLGA LIDIA OCANAS final payment of \$200

the receipt for which is hereby acknowledged, have BARGAINED, SOLD and DELIVERED, and by these presents do
 BARGAIN, SELL and DELIVER unto the said JOSE GUADALUPE OCANAS AND
 OLGA LIDIA OCANAS

of the County of HIDALGO

and State of TEXAS

the following described personal property in HIDALGO
 PROPERTY (INCLUDING ANY IMPROVEMENTS):

County, Texas, to-wit:

ALL LOTS SIX (6), MUNOZ SUBDIVISION, ACCORDING TO THE MAP OR PLAT
 THEREOF RECORDED IN VOLUME 23, PAGE 104B, MAP RECORDS OF HIDALGO
 COUNTY, TEXAS.

RESERVATIONS FROM AND EXCEPTIONS TO CONVEYANCE AND WARRANTY:

ANY AND ALL OF RECORD.

DEPOSIT NO: 0922232A
 VALIDATION NO: 900000017670084
 ACCOUNT NO: E7060-00-000-0006-00
 OPERATOR CODE ENRIQUE32

And do hereby bind heirs, executors, administrators
 and assigns, to forever WARRANT and DEFEND the title to the said property unto the said
 JOSE GUADALUPE OCANAS AND OLGA LIDIA OCANAS

and assigns, against every person whomsoever lawfully claiming, or to claim the same, or any part thereof.

WITNESS in my hand at ALTON, TX 78573 Texas, this 11 day of DECEMBER, 2012

Witnesses:

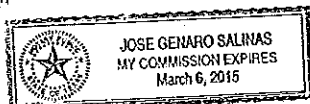
Jesus Garza
 SELLER JESUS GARZA

Jose Guadalupe Ocanas
 BUYER JOSE GUADALUPE OCANAS
Olga Lidia Ocanas
 BUYER OLGA LIDIA OCANAS

(Acknowledgment)

STATE OF TEXAS
 COUNTY OF HIDALGO

This instrument was acknowledged before me on the 11th day of DECEMBER 2012
 by JESUS GARZA



My commission expires:

03-06-2015

Notary Public, State of Texas

Notary's printed name: JOSE GENARO SALINAS

Chapter 232 Texas LGC Application

APPLICATION NO:

3-13175

Dec. 26, 2012

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

M7060-00-000-0006-00

[1] OWNER: OCANAS , JOSE GUADALUPE

2 3/4 N. EAST GOODWIN
MISSION TX 78573-0011

Telephone No. 599-7887

[7] LEGAL DESC./NAME OF SUBDIVISION
MUNOZ ESTATES LOT 6
ZONE C-25

[2] CONTRACTOR: SELF

LOCATION: 0 2 1/2 ML & GOODWIN R

[3] WATER SYSTEM: AGUA

[8] SEWAGE: INSTA

[4] PURPOSE OF APPLICATION: NEW RESIDENCE

[9] CONSTRUCTION TYPE: WOOD

[5] SIZE OF STRUCTURE: 29 25-RESIDENTIAL NEW SINGLE DWELLING

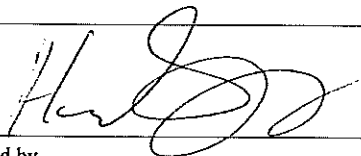
[10] EST. COST OF CONST.: \$600

[6] USE OF BUILDING: RES NEW HOUSE 384 Sq. Ft.

[11] SPECIAL FLOOD HAZARD AREA: ☒ YES ☐ NO

Special Conditions: No construction allowed over any easements.
F 25 S 6 R15

FOR COUNTY USE ONLY APPLICATION FEES


Prepared by _____ Date 12/26/12

OTHER _____
TOTAL AMOUNT \$30.00

Light [X] Water [X]

Flood Zone: NO
Panel No. /Suffix: 0400C Pct: 3

Community No.: 480374

Certification of Elevation
Required: ☐ YES ☒ NO ☐ BFE


Approved by _____ Date 12/26/12

- 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.

Jose C. De la Cruz Contr 12/26/12
Signature of Owner or Applicant _____ Date _____

[NOTICE]

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

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

AI-38028

5. A.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Rebecca Gomez, RIGHT OF WAY
DEPT.

Department: RIGHT OF WAY DEPT.

Information

CAPTION

Benchmark Farms and Ranches Inc. c/o Melden & Hunt:

1. The contractor shall bore under the pavement to cross Baseline Road (Pedro Martinez Road) with an 8" water line within a 16" PVC casing. The 8" water line crossing is located approximately 1,503 feet North of Mile 4 North on Baseline Road.
2. The contractor shall bore under the pavement to cross Baseline Road (Pedro Martinez Road) with a 3/4" water line within a 2" PVC casing. The 3/4" water line crossing is located approximately 1,322 feet North of Mile 4 North on Baseline Road.

BACKGROUND

Attachments

permit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/04/2013 07:05 AM
Olga Garza	Olga Garza	04/10/2013 04:39 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Rebecca Gomez		Started On: 04/03/2013 03:00 PM
	Final Approval Date: 04/12/2013	

THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 11th day of April, 2013 does by these presents **GRANT, GIVE AND RELINQUISH TO:** Benchmark Farms and Ranches Inc. c/o Melden & Hunt, Inc. hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 8 inch water line; said line to be constructed of P.V.C. material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water line is to be constructed, reconstructed, laid and maintained, **described as follows:**

THE CONTRACTOR SHALL BORE UNDER PAVEMENT TO CROSS BASELINE ROAD (PEDRO MARTINEZ ROAD) WITH AN 8" WATER LINE WITHIN A 16" P.V.C. CASING. THE 8" WATER LINE CROSSING IS LOCATED APPROXIMATELY 1,503 FEET NORTH OF MILE 4 NORTH ON BASELINE ROAD.

The granting, giving and authorizing of permission for the said aforementioned Permittee to so construct, reconstruct, lay and maintain a 8" PVC line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.
2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.
3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.
4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.
5. Notwithstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permittee has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 16th day of April, 2013 does by these presents **GRANT, GIVE AND RELINQUISH TO:** Benchmark Farms and Ranches Inc. c/o Melden & Hunt, Inc. hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 3/4 inch water line; said line to be constructed of P.V.C. material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water line is to be constructed, reconstructed, laid and maintained, **described as follows:**

THE CONTRACTOR SHALL BORE UNDER PAVEMENT TO CROSS BASELINE ROAD (PEDRO MARTINEZ ROAD) WITH AN 3/4" WATER LINE WITHIN A 2" P.V.C. CASING. THE 3/4" WATER LINE CROSSING IS LOCATED APPROXIMATELY 1,322 FEET NORTH OF MILE 4 NORTH ON BASELINE ROAD.

The granting, giving and authorizing of permission for the said aforementioned Permittee to so construct, reconstruct, lay and maintain a 3/4" PVC line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.
2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.
3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.
4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.
5. Notwithstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permitter has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

AI-38048

5. B.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Rebecca Gomez, RIGHT OF WAY
DEPT.

Department: RIGHT OF WAY DEPT.

Information

CAPTION

Sharyland Water Supply Corp.

1. Road Crossing (Bore): A 12" PVC waterline to be encased within a 20" PVC casing to be located approximately 85 ft. south of the intersection of Glasscock Rd. and FM 676.

BACKGROUND

Attachments

permit

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/04/2013 09:24 AM
Olga Garza	Olga Garza	04/10/2013 04:36 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Rebecca Gomez		Started On: 04/04/2013 08:48 AM
	Final Approval Date: 04/12/2013	

THE STATE OF TEXAS §

COUNTY OF HIDALGO §

That the County of Hidalgo, Texas, acting by and through its Commissioners' Court, by virtue of motion and resolution introduced and adopted by said Commissioners' Court on the 16th day of April, 2013 does by these presents **GRANT, GIVE AND RELINQUISH TO:**

Shayland Water Supply Corp.
hereinafter called Permittee, of the County of Hidalgo, Texas, the Right, Privilege and Authority to construct, reconstruct, lay and maintain a 12 inch ~~/water/ gas/ sewer/ irrigation line~~; said line to be constructed of material along the following public road easement held by the Hidalgo County of Hidalgo, Texas upon the conditions, obligations, and requirements as hereinafter set forth, said public road upon which said water/ gas/ sewer/ irrigation line is to be constructed, reconstructed, laid and maintained, **described as follows:**

ROAD CROSSING (BORE): A 12" PVC waterline to be encased within a 20" PVC casing to be located approximately 85 ft. south of the intersection of Glasscock Rd. and FM 676.

The granting, giving and authorizing of permission for the said aforementioned Permittee to so construct, reconstruct, lay and maintain a 12" pvc water line along the above described public road being conditioned that Permittee agrees that:

1. The Permittee will install and shall maintain said pipeline so that the top of the line will always be at least at the minimum depth of forty (40) inches below the flow line of the ditches on either side of said roadway when the pipeline is to be constructed, the Permittee shall contact the Commissioner in the Precinct in which the construction project is located and obtain written instructions, signed by said Commissioner, concerning the location and depth of said line. In this connection, it is agreed and understood that the Permittee will not cut the surface in any manner said public road or any roadway, without first obtaining the written permission of the Commissioners' Court of Hidalgo County, Texas.
2. The Permittee will employ a competent person or firm to do such installation and complete it in accordance with the covenants and conditions herein set forth.
3. Permittee shall stake its line on the location approved by the Commissioner in whose precinct the work is to be done well in advance of beginning its work. Permittee shall contact Commissioner before commencing any work.
4. The Permittee will use all proper caution in performing the work to prevent injury to all persons and property and it will indemnify Hidalgo County against all damages that may be assessed against the County by reasons of the work here permitted and the maintenance of such pipeline.
5. Notwithstanding any provision in this Agreement to the contrary, Permittee recognizes that the paramount purpose of the easement and dedication for the said public road is to provide for the establishment and operation of a roadway for the public. Recognizing this as the paramount purpose of the easement and dedication, Permittee agrees that Permitter has the unlimited and unrestricted right to establish, construct, reconstruct and maintain the said public road and to conduct all maintenance for the roadway and all related structures (including but not limited to the maintenance, construction and reconstruction of ditches, drainage pipes, bridges and paving surfaces) without incurring any liability, obligation or duty to Permittee.

AI-38022

6. A.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Myra Montoya, SHERIFF DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

Sheriff's Dept.:

Requesting approval for 2013 membership dues to the FBI LEEDA for Chief of Staff Pat Medina and Commander Juan Montemayor for the amount of \$50.00 each.

BACKGROUND

The Mission of FBI LEEDA is to advance the science and art of police leadership and management. Develop and disseminate improved administrative and technical practices to meet the needs of law enforcement executives.

(Requisition #233997)

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-421-00-280-001-0-810

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Amount available for requisition# 233997 as of 4-5-13 \$100.00 for FBI - LEEDA.

Attachments

FBI LEEDA

Form Review

Inbox	Reviewed By	Date
Emilia Uriegas	Emilia Uriegas	04/03/2013 01:59 PM
Budget & Management	Angela Garcia	04/03/2013 02:31 PM
Manuel Chapa	Manuel Chapa	04/09/2013 11:55 AM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Myra Montoya		Started On: 04/03/2013 01:36 PM
	Final Approval Date: 04/12/2013	



FBI-LEEDA

Law Enforcement Executive Development Association

Chief Administrator Patricia Medina
Hidalgo County Sheriff's Office
PO Box 1228
Ediburg, TX 78542

Invoice #: 9794-13

FBI – LEEDA DUES INVOICE – 2013

Renewal notices were sent by email in November and January. We have not received your dues to date. Please remit by March 31 to keep your membership current. Make the appropriate changes to your profile where necessary below. PLEASE RETURN THIS INVOICE WITH CORRECTIONS, if any, along with your annual dues, to the FBI – LEEDA office.

Membership Number: 9794
Name: Patricia Medina
Title: Chief Administrator
Agency: Hidalgo County Sheriff's Office
Mailing Address: PO Box 1228
Ediburg, TX 78542
Agency Telephone: 956-383-8114
Email: patricia.medina@hidalgo.org

(If your email is not listed above, or is incorrect, please correct as future dues notices will be sent via email.)

2013 Annual Dues: \$50.00 USD (due by March 31, 2013)

Please make check payable to FBI – LEEDA and include Invoice #: 9794-13 on check

Mail Check and Invoice to:

FBI – LEEDA
5 Great Valley Parkway – Suite 125
Malvern, PA 19355

Tel: 877-772-7712 • Fax: 610-644-3193 • Email: lweber@fbileeda.org

You can renew your membership on-line at
www.fbileeda.org – VISA or MASTERCARD accepted

**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, PATRICIA MEDINA, do hereby state that membership in the FBI - LEEDA, 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

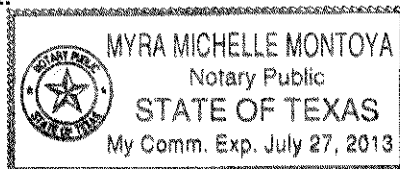
I further state that FBI - LEEDA is a statewide association with a minimum membership of at least 25 percent of eligible political subdivisions.

SIGNATURE: *Pat Medina*
TITLE: CHIEF OF STAFF

DATE: 3-27-13

Before me Myra M. Montoya, a Notary Public, appeared PATRICIA MEDINA, and on his/her oath depose and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

(SEAL)



Myra M. Montoya
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



FBI-LEEDA

Law Enforcement Executive Development Association

Captain Juan Montemayor
Hidalgo County Sheriff's Office
P. O. Box 1228
Edinburg, TX 78540

Invoice #: 7347-13

FBI – LEEDA DUES INVOICE – 2013

Renewal notices were sent by email in November and January. We have not received your dues to date. Please remit by March 31 to keep your membership current. Make the appropriate changes to your profile where necessary below. PLEASE RETURN THIS INVOICE WITH CORRECTIONS, if any, along with your annual dues, to the FBI – LEEDA office.

Membership Number: 7347
Name: Juan Montemayor
Title: Captain
Agency: Hidalgo County Sheriff's Office
Mailing Address: P. O. Box 1228
Edinburg, TX 78540
Agency Telephone: 956-383-8114
Email: jmontemayor@hidalgo.org

(If your email is not listed above, or is incorrect, please correct as future dues notices will be sent via email.)

2013 Annual Dues: \$50.00 USD (due by March 31, 2013)

Please make check payable to FBI – LEEDA and include Invoice #: 7347-13 on check

Mail Check and Invoice to:

**FBI – LEEDA
5 Great Valley Parkway – Suite 125
Malvern, PA 19355**

Tel: 877-772-7712 • Fax: 610-644-3193 • Email: lweber@fbileeda.org

**You can renew your membership on-line at
www.fbileeda.org – VISA or MASTERCARD accepted**

**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, JUAN MONTEMAYOR, do hereby state that membership in the FBI - LEEDA, 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

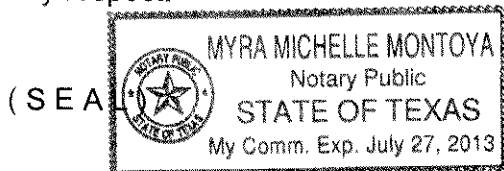
FOR STATEWIDE ASSOCIATIONS ONLY

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

SIGNATURE: [Signature]
TITLE: COMMANDER

DATE: 3/27/13

Before me Myra M. Montoya, a Notary Public, appeared JUAN MONTEMAYOR, and on his/her oath depose and stated that the facts as set forth in the above affidavit to be true and correct in every respect.



Myra M. Montoya
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

AI-38123

7. A.

CC CONSENT

Meeting Date: 04/16/2013

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 16-31, 2013 in the amount of \$26,247.16 and requesting approval of wire transfer.

BACKGROUND

Attachments

Invoice

By Organization

certification

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/09/2013 03:52 PM
Olga Garza	Olga Garza	04/10/2013 04:43 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Flora Vazquez		Started On: 04/09/2013 02:19 PM
	Final Approval Date: 04/12/2013	

Tristar Risk Management
100 Oceangate Suite #700
Long Beach, CA 90802
(562) 495-6600
TIN: 95-2791831

April 1, 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: 91290

Loss Replenishment

Re: Workers Compensation

Tristar Risk Management hereby certifies that the attached billings for Losses Paid 26,247.16
3/16-3/31/13 (Check#513402-513490) are in accordance with our contract with Hidalgo
County Exhibit A, dated July 1st

TOTAL CURRENT CHARGES \$ 26,247.16

Previous Balance Due \$ 48,535.28

Total Balance Due \$ 74,782.44

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 3/16-3/31/13

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:										332,865.63
Alternate Organization 1 : Hidalgo County										
Alternate Organization 1 Total:										15123,381.53
Grand Total:										18426,247.16

HIDALGO COUNTY DEPT. OF BUDGET & MANAGEMENT/EMPLOYEE BENEFITS DIVISION
CERTIFICATION OF WORKERS' COMP CLAIMS PAID BY TRISTAR RISK MANAGEMENT
FOR THE PERIOD OF: March 16-31, 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 \$ 26,247.16

TRISTAR is certifying to my office that it has paid Workers' Compensation Claims on behalf of injured employees:

Losses Paid for Period: 03/16-31/2013

(Check# 513402-513490)

1). Hidalgo County	\$	<u>23,381.53</u>	
2). Hidalgo County Headstart Program	\$	<u>2,865.63</u>	
3). Community Service Agency			
4). Drainage District #1	\$	<u>-</u>	\$ <u>26,247.16</u>

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 16, 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) \$ 123,752.84

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.


Employee Benefits Director

4/9/2013
Date


Budget Officer

04/09/2013
Date

Commissioner's Court Approval

Date

AI-38089

7. B.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Sergio Cruz

Submitted By: Angelica M. Tapia, BUDGET &
MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

1. Approval of reimbursement in the amount of \$630,250.46 to Blue Cross Blue Shield Insurance Company for claims paid on behalf of Hidalgo County from 03/16/13 to 03/29/13.

03/16-22/13	\$394,962.53
03/23-29/13	\$235,287.93
TOTAL	\$630,250.46

2. Approval of wire transfer to cover claims paid.

BACKGROUND

Attachments

BCBS 3/16-22/13

BCBS 3/23-29/13

Invoices

Certification

Form Review

Inbox
Budget & Management
Olga Garza
Auditor's Office

Reviewed By
Angela Garcia
Olga Garza
Angela Garcia

Date
04/09/2013 03:51 PM
04/12/2013 10:35 AM
04/12/2013 05:08 PM
Started On: 04/08/2013

Form Started By: Angelica M. Tapia

Final Approval Date: 04/12/2013



**BlueCross BlueShield
of Texas**

Group # 021185

Settlement ID:

Processed Date

Period

HIDALGO COUNTY

TX433010006

03/16/2013 to 03/22/2013

SECTION		
0001-0011	HIDALGO COUNTY	\$ 301,430.47
0002-0012	HEAD START	\$ 65,032.64
0003-0013	APPRAISAL DISTRICT	\$ 6,993.94
0004-0014	COMMUNITY SERVICE AGENCY	\$ 4,376.86
0005-0015	DRAINAGE DISTRICT NO.1	\$ 11,243.95
0006-0016	RETIREEES	\$ 4,575.55
9001-9002	COBRA	\$ 1,309.12
	STOP LOSS	\$ -
	TOTAL	\$ 394,962.53



**BlueCross BlueShield
of Texas**

Group # 021185

Settlement ID:

Processed Date

Period

HIDALGO COUNTY

TX433010006

03/23/2013 to 03/29/2013

SECTION		
0001-0011	HIDALGO COUNTY	\$ 158,505.14
0002-0012	HEAD START	\$ 55,415.96
0003-0013	APPRAISAL DISTRICT	\$ 5,553.53
0004-0014	COMMUNITY SERVICE AGENCY	\$ 3,565.36
0005-0015	DRAINAGE DISTRICT NO.1	\$ 4,483.00
0006-0016	RETIREEES	\$ 6,820.14
9001-9002	COBRA	\$ 944.80
	STOP LOSS	\$ -
	TOTAL	\$ 235,287.93


**BlueCross BlueShield
of Texas**
Invoices - Invoice Details
Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 03/16/2013 - 03/22/2013 **Process Date:** 03/22/2013

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 03/16/2013 - 03/22/2013

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	\$849,101.97	\$301,430.47	\$37,924.70	\$0.00	\$263,505.77	2,456
TX433	01	002	HEAD START	\$212,127.55	\$65,032.64	\$15,241.17	\$0.00	\$49,791.47	659
TX433	01	003	APPRAISAL DISTRICT	\$27,586.05	\$6,993.94	\$2,364.71	\$0.00	\$4,629.23	107
TX433	01	004	COMMUNITY SERVICE	\$17,509.52	\$4,376.86	\$343.06	\$0.00	\$4,033.80	37
TX433	01	005	DRAINAGE DISTRICT	\$23,611.80	\$11,243.95	\$739.88	\$0.00	\$10,504.07	77
TX433	01	006	RETIREEES	\$20,626.47	\$4,575.55	\$1,790.88	\$0.00	\$2,784.67	85
TX433	01	007	COBRA	\$6,483.86	\$1,309.12	\$448.96	\$0.00	\$860.16	36
			STOPLOSS	(\$132,849.75)	\$0.00	\$0.00	\$0.00	\$0.00	0
			Customer Total Claims	\$1,157,047.22	\$394,962.53	\$58,853.36	\$0.00	\$336,109.17	3,457
			STOPLOSS Total	(\$132,849.75)	\$0.00	\$0.00	\$0.00	\$0.00	0
			Customer Grand Total	\$1,024,197.47	\$394,962.53	\$58,853.36	\$0.00	\$336,109.17	3,457


**BlueCross BlueShield
of Texas**
Invoices - Invoice Details
Invoice ID: TX433010006 - HIDALGO COUNTY

Invoice Period: 03/23/2013 - 03/29/2013 Process Date: 03/29/2013

Invoice Detail

Invoice Detail summarizes claims activity by association.

Claim Period: 03/23/2013 - 03/29/2013

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	\$1,007,607.11	\$158,505.14	\$53,112.97	\$0.00	\$105,392.17	2,301
TX433	01	002	HEAD START	\$267,543.51	\$55,415.96	\$6,523.84	\$0.00	\$48,892.12	522
TX433	01	003	APPRAISAL DISTRICT	\$33,139.58	\$5,553.53	\$1,297.16	\$0.00	\$4,256.37	94
TX433	01	004	COMMUNITY SERVICE	\$21,074.88	\$3,565.36	(\$76.04)	\$0.00	\$3,641.40	26
TX433	01	005	DRAINAGE DISTRICT	\$28,094.80	\$4,483.00	\$2,519.12	\$0.00	\$1,963.88	67
TX433	01	006	RETIREEES	\$27,446.61	\$6,820.14	\$3,143.99	\$0.00	\$3,676.15	80
TX433	01	007	COBRA	\$7,428.66	\$944.80	\$160.03	\$0.00	\$784.77	11
			STOPLOSS	(\$132,849.75)	\$0.00	\$0.00	\$0.00	\$0.00	0
			Customer Total Claims	\$1,392,335.15	\$235,287.93	\$66,681.07	\$0.00	\$168,606.86	3,101
			STOPLOSS Total	(\$132,849.75)	\$0.00	\$0.00	\$0.00	\$0.00	0
			Customer Grand Total	\$1,259,485.40	\$235,287.93	\$66,681.07	\$0.00	\$168,606.86	3,101

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 16, 2013 thru March 29, 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 \$630,250.46.

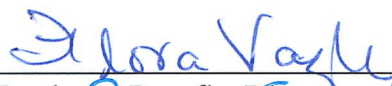
- 1). Hidalgo County
- 2). Hidalgo County Head Start Program
- 3). Hidalgo County Appraisal District
- 4). Hidalgo County Community Service Agency
- 5). Hidalgo County Drainage District No.1
- 6). Hidalgo County Retirees
- 7). Hidalgo County COBRA

Total Reimbursement Requested by Blue Cross Blue Shield of Texas for dates 03/16/2013 to 03/29/2013 is \$630,250.46.

Dept. of Budget & Management Employee Benefits Division is requesting approval of this payment on the Commissioners' Court Agenda of April 16, 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.



Employee Benefits Director



Dept. of Budget & Management Budget Officer

Commissioner's Court Approval

4/8/13

Date

4/8/2013

Date

Date

AI-37974

8. A.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Martha L Salazar

Submitted By: Letty Saenz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of **WORK AUTHORIZATION No. 2** in the amount of \$ **5,647.67** submitted by **L&G ENGINEERING LABORATORY** contracted engineering firm-professional laboratory services for: "Construction Materials Testing" (on an as needed basis) for projects located within Hidalgo County Precinct #4 - Contract #C-12-122-06-12 for **PROJECT: (CONSTRUCTION MATERIAL TESTING SERVICES FOR THE FM 1017 ROAD EXPANSION PROJECT)**.

BACKGROUND

WA#2-L&G ENGINEERING LABORATORY-C-12-122-06-12

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-124-122-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available balance as of 4-5-13 \$5,647.67

Requisition# 233758

Attachments

Memo & Req-Pct 4-L&G Eng Lab-FM 1017

WA#2-L&G Eng Lab-FM 1017

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/04/2013 01:51 PM
Budget & Management	Angela Garcia	04/04/2013 02:41 PM
Manuel Chapa	Manuel Chapa	04/05/2013 01:00 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Letty Saenz		Started On: 03/28/2013 08:41 AM
	Final Approval Date: 04/12/2013	



County of Hidalgo Pct. 4

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

MEMO

DATE: MARCH 21, 2013
TO: PURCHASING DEPARTMENT
C/O LETICIA "LETTY" SAENZ CPPB/CONTRACTS MANAGER
FROM: HIDALGO COUNTY PCT. #4
REF: WORK AUTHORIZATION #2
C-12-122-06-12

HIDALGO COUNTY PRECINCT #4 IS HEREBY REQUESTING THE FOLLOWING
WORK AUTHORIZATION #2 IN THE AMOUNT OF \$5,647.67 FOR L & G
ENGINEERING LABORATORY, INC. BE PLACED ON THE NEXT
COMMISSIONERS' COURT FOR APPROVAL.

FUNDING FOR THIS PROJECT WILL BE FROM ACCOUNT # 3-1342-431-00-124-
122-0-841

"NOTE": A TRANSFER IS BEING PREPARED TO COVER THIS EXPENSE.

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

RUMALDO MUNOZ JR.
ACCOUNTS PAYABLE SPECIALIST III

CC: COUNTY FILES

Req # 00233758

PO #

Date: 03/21/13

Bill To: X
 X

Vendor : 312797

L & G ENGINEERING LABORATORY, LLC
2100 W. EXPRESSWAY 83
MERCEDES TX 78570

Ship To: HIDALGO CO. PCT 4
1051 N. DOOLITTLE
EDINBURG TX 78542

Contact: MUNOZ JR. R.
956-383-3112

Contract No: C-12-122-06-12

Special Instructions:

PCT. REQ.# 0502

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	LOT	AS PER CONTRACT C-12-122-06-12 (6/12/13 TO 6/11/13) DO NOT DUPLICATE ORDER WORK AUTHORIZATION #2 UNDER CONTRACT C-12-122-06-12 IS FOR ENGINEER TO PROVIDE CONSTRUCTION MATERIALS TESTING SERVICES FOR FM 1017 RD. EXPANSION PROJECT IN HIDALGO COUNTY PRECINCT NO. FOUR (4) <u>Account No</u> REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	5,647.67 <u>Encumbrance</u> Freight Total	5,647.67 .00 5,647.67

Authorized By: _____

HIDALGO COUNTY
Professional Engineering Services
Contract # C-12-122-06-12
Work Authorization Form

WORK AUTHORIZATION NO. 2

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section I.A. of the Agreement made by and between **HIDALGO COUNTY**, action herein by and through the **Commissioner's Court**, hereinafter called the "**Owner**," and, **L&G ENGINEERING LABORATORY, LLC** professional engineers of Texas, hereinafter called "**Engineer**".

PART 1. SCOPE OF WORK

The purpose of this Work Authorization is for the **Engineer** to provide **Construction Materials Testing Services for FM 1017 Rd. Expansion Project In Hidalgo County Precinct No. Four (4)**

The scope of services to be provided by the **Owner** is identified in **EXHIBIT "A"** – *Scope of Services to be provided by the Owner* attached hereto.

The scope of services to be provided by the **Engineer** is identified in **EXHIBIT "B"** – *Scope of Services to be provided by the Engineer* attached hereto.

PART 2. ESTIMATED COST

The estimated cost for services under this Work Authorization is **\$ 5,647.67**. This amount is based upon the costs outlined in the Estimated **Cost Proposal** attached hereto as **EXHIBIT "D"**.

PART 3. PAYMENT

Compensation and payment to the **Engineer** for the services established under this Work Authorization shall be made in accordance with Article/Part/Section **5.1** of the Agreement.

PART 4. FUNDING

This Work Authorization No. **2** shall be funded through funding source:

Account No. **3-1342-431-00-124-122-0-841**

Requisition Number **233758** (MUST BE INCLUDED AFTER CC APPROVAL)

PART 5. PERIOD OF SERVICE

This Work Authorization shall become effective on the date of final acceptance of the parties hereto, and terminate **upon completion of scopes of the work authorization or (DATE)**.

PART 6. RESPONSIBILITIES AND OBLIGATIONS

This Authorization does not waive the parties' responsibilities and obligations provided under the **Agreement**.

PART 7. ACKNOWLEDGEMENT AND CONFIRMATION

Acknowledgement and confirmation by Hidalgo County Precinct No. 4 Commissioner Joseph Palacios as to content and detail of this Work Authorization No. #2.

HIDALGO COUNTY
COMMISSIONER PRECINCT NO. 4:

BY: Joseph Palacios

PART 8. ACCEPTANCE AND APPROVAL

This Work Authorization is hereby accepted, approved by Hidalgo County Commissioners' Court on _____ as indicated below and effective as of _____ day of _____, 2013.

THE ENGINEER:
L&G ENGINEERING LABORATORY, LLC

THE OWNER:
HIDALGO COUNTY

Jacinto Garza, P.E.
By: Jacinto Garza, P.E.

Hon. Ramon Garcia, County Judge
Hon. Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo Jr., County Clerk
Arturo Guajardo Jr., County Clerk

LIST OF ATTACHMENTS

ATTACHMENT "A" - Service to be Provided by the Owner
ATTACHMENT "B" - Services to be Provided by the Engineer
ATTACHMENT "C" - Work Schedule
ATTACHMENT "D" - Cost Proposal

ATTACHMENT "A"
Scope of Services (Owner)

PROJECT: "FM 1017 Rd. Expansion" Project In Hidalgo County Precinct No. Four (4)

SERVICES TO BE PROVIDED BY OWNER

The County of Hidalgo will provide **L&G Engineering Laboratory, LLC** with **Construction Documents, Plans and Specifications** for the ***"FM 1017 Rd. Expansion" Project In Hidalgo County Precinct No. Four (4)***

ATTACHMENT "B"
Scope of Services (Engineer)

PROJECT: "FM 1017 Rd. Expansion" Project In Hidalgo County Precinct No. Four (4)

GENERAL SCOPE OF WORK

The Scope of Work will entail providing **The County of Hidalgo** with **Construction Materials Testing Services**.

The Scope of Work is identified as follows:

- **Construction Materials Testing Services**

L&G Engineering Laboratory will furnish all equipment, materials, supplies, and incidentals as needed to perform the services required by this Contract: The work is as follows:

Construction Materials Testing Services

L&G Engineering Laboratory, L.L.C. will provide **The County of Hidalgo** with **Construction Materials Testing Services** for the **"FM 1017 Rd. Expansion" Project In Hidalgo County Precinct No. Four (4)**

The services to be provided are as follows:

- Sampling and laboratory testing of soils and base materials proposed for use in the construction of Roads and Bridges to determine compliance of these materials with project plans and specifications.
- Field density testing of soils and base materials to ensure proper compaction as required by project plans and specifications.
- Field sampling and testing of fresh concrete, and Laboratory testing of hardened concrete to determine compliance with project plans and specifications.
- Field Compaction testing of Asphalt to ensure proper compaction during lay down operations.
- Field inspection, sampling and laboratory testing of Asphalt materials to determine their materials properties and their compliance with project plans and specifications.
- Any additional laboratory testing as required/requested by **The County of Hidalgo and the project plans and specifications**.

- Provide accurate and timely reports to **The County of Hidalgo** and all/other recipients as designated by the County.

Engineering Services

L&G Engineering Laboratory, L.L.C. will provide an engineer's review of all test results to determine compliance with all project plans and specifications.

Scheduling of Services

L & G Engineering Laboratory is prepared to make a commitment to **The County of Hidalgo's** materials testing needs. L & G Engineering Laboratory makes every effort to respond to its clients as requests are received, and every effort will be made to keep scheduling conflicts to a minimum. As any other firm or business providing a service, L & G Engineering Laboratory prefers to schedule field and laboratory work with as much advance notice as possible. L & G Engineering Laboratory understands; however, that certain situations may occur when the Client may have a need for Materials Testing Services with as little or no advance notice. During these instances, L & G Engineering Laboratory will make every effort to dispatch personnel to the project within one (1) hour of the Client's request for services.

ATTACHMENT "C"
Work Schedule

PROJECT: "FM 1017 Rd. Expansion" Project In Hidalgo County Precinct No. Four (4)

Work Schedule

L&G Engineering Laboratory will provide Hidalgo County Pct. # 4 with Construction Materials Testing Services as outlined in Contract Agreement C-12-122-06-12.

ATTACHMENT "D"
Cost Proposal

PROJECT: "FM 1017 Rd. Expansion" Project In Hidalgo County Precinct No. Four (4)

See Attached

Attachment "D"
FM 1017 Rd. Expansion Project (Approx. 8000 l.f.)
Prepared for Hidalgo County Pct No. 4

<i>Salvaged Base Material Testing - Laboratory Testing</i>					
Tech Time	3	Hrs.	\$46.44	\$139.32	
Trip Charge	40	Mi.	\$0.51	\$20.40	1
Atterberg	1	Ea.	\$77.32	\$77.32	Site Visits
Moisture-Density Determ	1	Ea.	\$199.78	\$199.78	for
Sieve Analysis	1	Ea.	\$57.98	\$57.98	
Reports	1	Ea.	\$22.90	\$22.90	Sample
Eng. Spec.	0.25	Hrs.	\$116.01	\$29.00	Pickup
Engineer	0.25	Hrs.	\$154.76	\$38.69	
			Sub.	\$585.39	
<i>Salvaged Base Material - Field Density Testing</i>					
Tech Time	30	Hrs.	\$46.44	\$1,393.20	
Trip Charge	500	Mi.	\$0.51	\$255.00	10 site visits
Comp. Test	30	Ea.	\$23.21	\$696.30	to perform
Reports	30	Ea.	\$22.90	\$687.00	testing
Eng. Spec.	7.5	Hrs.	\$116.01	\$870.08	
Engineer	7.5	Hrs.	\$154.76	\$1,160.70	
			Sub.	\$5,062.28	

Estimated Field and Laboratory Testing Fees \$5,647.67

AI-38037

8. B.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Marcie Jackson, COLONIA
ACCESS PROGRAM

Department: COLONIA ACCESS PROGRAM

Information

CAPTION

Requesting approval for payment to project engineer, R. Gutierrez Engineering Corporation, Contract #C-10-376-12-14, Invoice #3303 for Minnesota Drain Project in the amount of \$5,907.86.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-122-058-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

P.O.#666710 For R. Gutierrez Engineering Corporation

Amount available as of 4/4/2013 \$16,158.22

Less invoice No. 3303 payment \$(5,907.86)

Amount o/s pending to be paid \$10,250.36

Attachments

Invoice No.3303

Form Review

Inbox	Reviewed By	Date
Budget & Management	Angela Garcia	04/04/2013 07:32 AM
Obdett Calzada	Obdett Calzada	04/04/2013 01:39 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Marcie Jackson		Started On: 04/03/2013 03:48 PM
	Final Approval Date: 04/12/2013	

**Professional Engineers & Land Surveyors**

130 E. PARK AVENUE • PHARR, TEXAS 78577

(TEL) 956-782-2557 • (FAX) 956-782-2558

Engineering Firm F-486 • Surveying Firm #101650-00

Invoice Number 3303

Date 3/7/2013

Due on receipt

Invoice

Hidalgo County Precinct No. 2
 Hector "Tito" Palacios
 300 W. Hall Acres
 Suite G
 Pharr, TX 78577

Project: Minnesota Drain

Project No.: ENG10.108
 Contract No.: C-10-376-12-14
 PO No. 666710

Const. Cost
 % of Const. Cost
 Billing Fee 179,757.18

Phase	Phase Fee	% Complete	Fee Earned	Prior Billing	Current Fee
Preliminary Design	59,078.59	100.00%	59,078.59	59,078.59	0.00
Design Phase	35,447.15	100.00%	35,447.15	35,447.15	0.00
Construction Phase	23,631.44	75.00%	17,723.58	11,815.72	5,907.86
Right of Way Services (Est. 20 Parcels)	53,600.00	100.00%	53,600.00	53,600.00	0.00
Geotechnical Investigation Services	8,000.00	45.72%	3,657.50	3,657.50	0.00

REQ# 204802 P.O.# 666710
 3-1342-431-00-122-0588-0-733 → \$5,907.86
 CO2010A&B-PCT2 MINNESOTA DRAIN-DRAINAGE DITCHES

Thank you for your business.

INVOICE RECEIVED BY:

ON 3/7/13

GOODS/SERVICES RECEIVED BY:

ON 3/7/13

Balance Due

\$5,907.86

March 7, 2013

Hector "Tito" Palacios
County Commissioner
Hidalgo County Precinct No. 2
300 W. Hall Acres, Suite G
Pharr, TX 78577

RE: Minnesota Drain – Invoice
ENG10.108

Dear Commissioner Palacios:

Enclosed is an invoice for the work completed to date on the above referenced project. The construction phase is now 75% complete.

If you have any questions, please call Ramiro or myself so that we may discuss them. You can call us at 956-782-2557 or Ramiro on his mobile at 956-227-2154.

Sincerely,



Jaime Jaimez, Jr.
Accounting Manager

Attachments

cc: File

AI-38031

8. C.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Comm. Joe Flores, Pct. #3

Submitted By: Rocio Villarreal, PURCHASING
DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of the following invoices submitted by contracted/project engineer, L & G Consulting Engineers, Inc.:

1. Invoice No. 11324401-\$50,185.60 for "FM 681 Project from FM 2221/FM 492:FM 681 to FM 364"-C-09-192A-06-08;
2. Invoice No. 11324402-\$84,375.62 for "FM 681-From FM 2221 to SH107"-C-09-192-06-08;
3. Invoice No. 11324406-\$ 2,293.92 for "Mile 2 Moorefield Rd West to SH364"-C-11-195-06-28;
4. Invoice No. 11324407-\$ 4,270.00 for "Mile 2 N. Inspiration to Moorefield Rd"-C11-195-08-16;
5. Invoice No. 11324409-\$39,058.88 for "Tom Gill/Liberty Rd Project" C-12-246-10-16;
6. Invoice No. 11324415-\$20,021.00 for "La Homa SH495 to FM 1924"-C-11-312-02-07.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1315-431-00-123-071-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 625225 has an available balance of \$49,556.16 as of 4/12/2013.

(-) Invoice #11324401 in the amount of \$50,185.60.

(Pending \$629.44 to cover full invoice payment)

Funding is available in account 3-1315-431-00-123-071-0-841, available balance as of 4/12/2013 is \$67,801.08.

PO increase will be done after claims get approved.

FISCAL YEAR: 2013

ACCT. #: 3-1315-431-00-123-070-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 625224 has an available balance of \$84,375.62 as of 4/12/2013.

(-) Invoice # 11324402 in the amount of \$50,082.87.

(Pending \$34,292.75 to cover full invoice payment)

Funding is available in account 3-1315-431-00-123-070-0-841, available balance as of 4/12/2013 is

\$146,091.70.

PO increase will be done after claims get approved.

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-123-099-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 672761 has an available balance of \$82,208.39 as of 4/12/2013.

(-) Inv. 11324407 payment of \$4,270.00

o/s available balance \$77,938.39.

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-123-100-0-731

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 683229 has an available balance of \$114,079.28 as of 4/12/2013.

(-) Invoice# 11324409 in the amount of \$39,058.88

o/s available balance \$75,020.40.

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-123-045-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 671613 has an available balance of \$253,424.50 as of 4/12/2013.

(-) Invoice #11324415 in the amount of \$20,021.00

o/s available balance of \$233,403.50.

FISCAL YEAR: 2013

ACCT. #: 3-1342-431-00-123-094-0-731

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 663265 has an available balance of \$186,013.52 as of 4/12/2013.

(-) Invoice#11324406 in the amount of \$2,293.92

o/s available balance of \$183,719.60.

Attachments

Invoices

Invoice

Form Review

Inbox
Purchasing Department

Reviewed By
Marty Salazar

Date
04/11/2013 10:41 AM

Budget & Management

Obdett Calzada

Auditor's Office

Obdett Calzada

Form Started By: Rocio Villarreal

Merlen P. Munoz

Obdett Calzada

Angela Garcia

Obdett Calzada

Final Approval Date: 04/12/2013

04/11/2013 04:15 PM

04/12/2013 04:09 PM

04/12/2013 04:16 PM

04/12/2013 04:22 PM

Started On: 04/03/2013 03:14 PM

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324401
INVOICE DATE: 03/31/13

SIGN: _____

REQ# 156848PO# 625225**BILL TO: 08**

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 090502

FM 681 Project
 From FM 2221/FM 492:
 FM 681 to FM 364

Contract# C-09-192A-06-08 P.O.#625225

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of March 2013.						
13020-ROW Map/Sub	99,200.00	99,200.00		99,200.00	100.0	
15001-Surv. Plans&Des	16,611.68	16,611.68		16,611.68	100.0	
16010-Field Srvy/Sub	30,940.00	30,940.00		30,940.00	100.0	
16050-Outfall Sy/Sub	7,154.00	7,154.00		7,154.00	100.0	
16001-Rdwy Design	126,800.00	126,800.00		126,800.00	100.0	
16102-Hydraulic Dsgn	20,000.00	20,000.00		20,000.00	100.0	
16104-Outfall Dsgn	20,000.00	20,000.00		20,000.00	100.0	
16201-Signing	10,000.00	10,000.00		10,000.00	100.0	
16202-Pvmt Marking	8,000.00	8,000.00		8,000.00	100.0	
16303-Signal/III	8,490.57	8,490.57		8,490.57	100.0	
16230-Signal/III Sub	30,000.00	30,000.00		30,000.00	100.0	
16302-Traf Ctrl Pln	15,000.00	15,000.00		15,000.00	100.0	
16304-Irrigation	15,000.00	15,000.00		15,000.00	100.0	
16306-Qty Specs	15,000.00	15,000.00		15,000.00	100.0	
16307-Utillities	15,000.00	15,000.00		15,000.00	100.0	
32001-Const. Mgmt	14,433.96				0.0	14,433.96
60000-Row Acq. Admin	145,172.17	145,172.17		145,172.17	100.0	
60100-Title Services	19,200.00	19,200.00		19,200.00	100.0	
60200-Appraisal Srv	22,400.00	21,011.20		21,011.20	93.8	1,388.80
60220-Appr Svc/Sub	60,000.00	60,000.00		60,000.00	93.9	4,000.00
60300-Appraisal Rvw	13,600.00	12,321.60		12,321.60	90.6	1,278.40
60301-Apprais Update	4,500.00	2,750.00		2,750.00	61.1	1,750.00
60330-Appr Rev/Sub	12,000.00	10,875.00		10,875.00	90.6	1,125.00
60400-Parcel Negtion	112,000.00	88,900.00	23,100.00	112,000.00	100.0	
60500-Clng Srvs Fee	3,400.00	3,920.00	20.00	3,940.00	61.6	2,460.00
60600-Reallocation Srv	6,000.00	6,000.00		6,000.00	100.0	
60700-Land	18,283.02	18,283.02		18,283.02	100.0	
TOTALS:	875,185.40	825,629.24	23,120.00	848,749.24	97.0	26,436.16
16002-Rdwy Design	14,133.02	14,133.02		14,133.02	100.0	
13021-ROW Map/Sub	4,150.00	4,150.00		4,150.00	100.0	
60700-Land	18,283.02	18,283.02		18,283.02	100.0	
Supplemental #1						
13002-ROW Map Revise	8,932.80		8,932.80	8,932.80	100.0	

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324401
INVOICE DATE: 03/31/13
PAGE: 2

BILL TO: 08

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 090502

FM 681 Project
 From FM 2221/FM 492:
 FM 681 to FM 364

Contract# C-09-192A-06-08 P.O.#625225

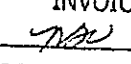
DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
13020-Road Map Sub	3,000.00		3,000.00	3,000.00	100.0	
60200-Appraisal Srv	4,466.40		4,466.40	4,466.40	100.0	
60220-Appr Srv/Sub	3,000.00		3,000.00	3,000.00	100.0	
60300-Appraisal Rev	4,466.40		4,466.40	4,466.40	100.0	
60330-Appr Rev/Sub	3,200.00		3,200.00	3,200.00	100.0	
TOTALS	902,251.00	825,629.24	50,185.60	875,814.84	97.0	26,436.16


 PROJECT MANAGER'S SIGNATURE

ORIGINAL CONTRACT SUM \$ 875,185.40
 CHANGE BY CHANGE ORDER \$ 27,065.60
 CONTRACT SUM TO DATE \$ 902,251.00
 TOTAL COMPLETED TO DATE \$ 875,814.84
 LESS PREVIOUS INVOICES \$ 825,629.24

CURRENT PAYMENT DUE \$ 50,185.60

INVOICE RECEIVED BY

 ON 4/2/13

GOODS/SERVICES RECEIVED BY

 ON 3/3/13

3-1315-431-0-123-071-0-841

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324402
INVOICE DATE: 03/31/13

BILL TO: 08

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 090501

FM 681
 From FM 2221 to SH 107

Contract# C-09-192-06-08 P.O.#625224

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of March 2012.						
13002-ROW Map	6,200.00	6,200.00		6,200.00	100.0	
13020-ROW Map/Sub	158,100.00	158,100.00		158,100.00	100.0	
15001-Surv.Plans&Des	677.32	677.32		677.32	100.0	
15010-Field Srvy/Sub	65,748.00	62,460.66	3,287.40	65,748.00	100.0	
15050-Outfall Sy Sub	15,204.00	15,204.00		15,204.00	100.0	
15060-Outfall Sy Sub	34,218.00	34,218.00		34,218.00	100.0	
16001-Rdwy Design	365,920.00	365,920.00		365,920.00	100.0	
16102-Hydraulic Dsgn	40,000.00	40,000.00		40,000.00	100.0	
16104-Outfall Dsgn	40,000.00	40,000.00		40,000.00	100.0	
16201-Signing	20,000.00	20,000.00		20,000.00	100.0	
16202-Pvmt Marking	16,000.00	16,000.00		16,000.00	100.0	
16230-Signal/illum	90,000.00	90,000.00		90,000.00	100.0	
16302-Traf Cntrl Pln	30,000.00	30,000.00		30,000.00	100.0	
16304-Irrigation	30,000.00	30,000.00		30,000.00	100.0	
16306-Qty Specs	30,000.00	30,000.00		30,000.00	100.0	
16307-Utilities	30,000.00	30,000.00		30,000.00	100.0	
32001-Const Mgmt	22,075.47				0.0	22,075.47
60000-Row Acq. Admin	272,852.83	272,852.83		272,852.83	100.0	
60100-Title Services	31,800.00	31,800.00		31,800.00	100.0	
60200-Appraisal Srv	37,100.00	37,100.00		37,100.00	100.0	
60220-Appr Svc/Sub	106,000.00	106,000.00		106,000.00	100.0	
60300-Appraisal Rvw	22,525.00	22,525.00		22,525.00	100.0	
60301-Apprais Update	9,500.00	7,100.00		7,100.00	74.7	2,400.00
60330-Appr Rev/Sub	19,875.00	19,875.00		19,875.00	100.0	
60400-Parcel Negtion	185,500.00	166,600.00	18,900.00	185,500.00	100.0	
60500-Clsng Srvs Fee	10,600.00	7,180.00	380.00	7,560.00	71.3	3,040.00
60650-Relocation Srv	12,000.00	12,000.00		12,000.00	100.0	
60700-Land	38,716.98	38,716.98		38,716.98	100.0	
TOTALS:	1,740,612.60	1,690,529.73	22,567.40	1,713,097.13	98.4	27,515.47
16002-Rdwy Dsg-2 Set	34,566.98	34,566.98		34,566.98	100.0	
13021-ROW Map/Sub	4,150.00	4,150.00		4,150.00	100.0	
60700-Land	-38,716.98	-38,716.98		-38,716.98	100.0	

Supplemental #1

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324402

INVOICE DATE: 03/31/13

PAGE: 2

SIGN: _____

REQ# 136841PO# 625224

BILL TO: 08

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 090501

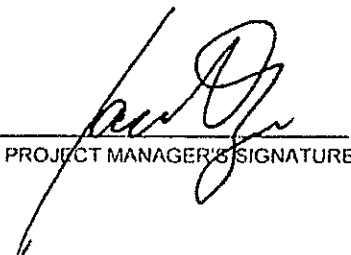
FM 681

From FM 2221 to SH 107

Contract# C-09-192-06-08 P.O.#625224

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
13002-ROW Map Revise	8,164.40		8,164.40	8,164.40	100.0	
13020-ROW Map Sub	4,810.00		4,810.00	4,810.00	100.0	
50200-Appraisal Srv	4,082.20		4,082.20	4,082.20	100.0	
01020-Appr. Srv/Sub	12,000.00		12,000.00	12,000.00	100.0	
01030-Appr. Rev	4,082.20		4,082.20	4,082.20	100.0	
01030-Appr. Rev/Sub	4,000.00		4,000.00	4,000.00	100.0	
10001-FA Reports	10,109.42		10,109.42	10,109.42	100.0	
05000-Direct Expense	1,010.00		1,010.00	1,010.00	100.0	
01000-Land	13,550.00		13,550.00	13,550.00	100.0	
TOTALS	1,802,420.82	1,690,529.73	84,375.62	1,774,905.35	98.4	27,515.47

ORIGINAL CONTRACT SUM \$ 1,740,612.60
 CHANGE BY CHANGE ORDER \$ 61,808.22
 CONTRACT SUM TO DATE \$ 1,802,420.82
 TOTAL COMPLETED TO DATE \$ 1,774,905.35
 LESS PREVIOUS INVOICES \$ 1,690,529.73


 PROJECT MANAGER'S SIGNATURE

CURRENT PAYMENT DUE \$ 84,375.62

INVOICE RECEIVED BY

DA ON 4/2/13

GOODS/SERVICES RECEIVED BY

Comm. Dept. ON 2/5/13

3-1315-131-00-123-070-0-841

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324407
INVOICE DATE: 03/31/13

SIGN: _____

REQ# 212312PO# 672761**BILL TO: 08**

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 120102

Mile 2 N. WA#2
 Inspiration to Moorefield Rd
 PO#672761

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of March 2013.						
13002-ROW Mapping	27,500.00	27,500.00		27,500.00	100.0	
13003-Utility Adjust	57,700.00	49,045.00	2,885.00	51,930.00	90.0	5,770.00
13020-ROW Map/Sub	18,000.00	17,100.00	900.00	18,000.00	100.0	
15001-Rdwy Dsgn Srvy	6,700.00	6,700.00		6,700.00	100.0	
15005-Outfall Survey	15,000.00	15,000.00		15,000.00	100.0	
15010-Rdwy Dsgn/Sub	9,700.00	9,215.00	485.00	9,700.00	100.0	
16001-Rdwy Dsg-PS&E	40,000.00	36,000.00		36,000.00	90.0	4,000.00
16102-Hydro Design	24,467.42	22,020.68		22,020.68	90.0	2,446.74
16201-Signing	17,645.01	16,409.86		16,409.86	93.0	1,235.15
16202-Pavement Mknng	14,344.06	12,909.65		12,909.65	90.0	1,434.41
16205-Signal Design	10,000.00	6,594.98		6,594.98	65.9	3,405.02
16270-Fish Beacn/Sub	6,487.45	2,466.78		2,466.78	38.0	4,020.67
16304-Irrig Design	25,000.00	22,500.00		22,500.00	90.0	2,500.00
60000-Row Acq. Admin	29,592.00	23,673.60		23,673.60	80.0	5,918.40
60100-Title Services	3,600.00				0.0	3,600.00
60200-Appraisal Srv	4,200.00				0.0	4,200.00
60220-Appraisal/Sub	12,000.00				0.0	12,000.00
60300-Appraisal Rvw	2,100.00				0.0	2,100.00
60302-Aprasal Update	408.00				0.0	408.00
60330-Appr. Rev/Sub	2,700.00				0.0	2,700.00
60400-Parcel Negtion	21,000.00				0.0	21,000.00
60500-Clsng Srvs Fee	1,200.00				0.0	1,200.00
TOTALS:	349,343.94	267,135.55	4,270.00	271,405.55	77.7	77,938.39

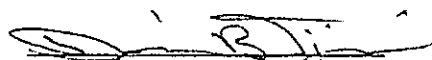
INVOICE RECEIVED BY

DAW ON 4/12/13

GOODS/SERVICES RECEIVED BY

Ann F. Lora ON 3/5/13
3-1349-431-00-123-099-0-811

ORIGINAL CONTRACT SUM	\$	349,343.94
CHANGE BY CHANGE ORDER	\$	0.00
CONTRACT SUM TO DATE	\$	349,343.94
TOTAL COMPLETED TO DATE	\$	271,405.55
LESS PREVIOUS INVOICES	\$	267,135.55


 PROJECT MANAGER'S SIGNATURE

CURRENT PAYMENT DUE	\$	4,270.00
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L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324409
INVOICE DATE: 03/31/13

SIGN: _____

REQ# 384/683PC# 683229**BILL TO: 08**

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 120801

Tom Gill/Liberty Road Project
 WA#1 - P.O.# 683229
 C-12-246-10-16

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of March 2013.						
11005-Pre Comp Util	32,232.54	29,009.29	1,611.62	30,620.91	95.0	1,611.63
11006-Design Schem	263,416.43	237,074.79	13,170.82	250,245.61	95.0	13,170.82
11007-Prelim RCW	27,568.65	24,811.79	1,378.43	26,190.22	95.0	1,378.43
12001-EA Reports	95,024.83	23,756.21	9,502.48	33,258.69	35.0	61,766.14
12002-Pub Involment	37,579.61	22,547.77	7,515.92	30,063.69	80.0	7,515.92
12008-Engr/Pub Mtgs	20,005.84	10,002.92	4,001.17	14,004.09	70.0	6,001.75
12009-Engr/Pub Hear	12,593.28				0.0	12,593.28
12070-Arch & Hist	41,780.40				0.0	41,780.40
16101-Hydro Map	37,568.78	33,811.90	1,878.44	35,690.34	95.0	1,878.44
TOTALS:	567,770.36	381,014.67	39,058.88	420,073.55	74.0	147,696.81

ORIGINAL CONTRACT SUM \$ 567,770.36
 CHANGE BY CHANGE ORDER \$ 0.00
 CONTRACT SUM TO DATE \$ 567,770.36
 TOTAL COMPLETED TO DATE \$ 420,073.55
 LESS PREVIOUS INVOICES \$ 381,014.67

CURRENT PAYMENT DUE \$ 39,058.88


 PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
Tom Gill ON 4/3/13
 GOODS/SERVICES RECEIVED BY
Tom Gill ON 3/3/13

3-1542-431-00-123-100-0-731

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324415
INVOICE DATE: 03/31/13

SIGN: _____

REQ# 211011PO# 671613

BILL TO: 08

Hidalgo County Pct. #3
 724 N. Breyfogle
 Mission, TX 78572

JOB: 120101

La Homa ROW - WA#1
 Limits: SH495 to FM 1924
 PO#671613

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of March 2013.						
32001-Const Mgmt	108,000.00				0.0	108,000.00
60000-Row Acq. Admin	329,000.00	329,000.00		329,000.00	100.0	
60100-Title Services	42,000.00	42,000.00		42,000.00	100.0	
60200-Appraisal Srv	49,000.00	49,000.00		49,000.00	100.0	
60220-Appraisal Srv	140,000.00	140,000.00		140,000.00	100.0	
60300-Appraisal Rvw	24,500.00	22,760.50	696.00	23,446.50	95.7	1,053.50
60330-Appraisal Rev	31,500.00	29,250.00	900.00	30,150.00	95.7	1,350.00
60400-Parcel Negtion	245,000.00	117,565.00	17,535.00	135,100.00	55.1	109,900.00
60500-Clsng Srvs Fee	14,000.00		900.00	900.00	6.4	13,100.00
TOTALS:	983,000.00	729,575.50	20,021.00	749,596.50	76.3	233,403.50

ORIGINAL CONTRACT SUM \$ 983,000.00
 CHANGE BY CHANGE ORDER \$ 0.00
 CONTRACT SUM TO DATE \$ 983,000.00
 TOTAL COMPLETED TO DATE \$ 749,596.50
 LESS PREVIOUS INVOICES \$ 729,575.50

CURRENT PAYMENT DUE \$ 20,021.00


 PROJECT MANAGER'S SIGNATURE

INVOICE RECEIVED BY
Nate on 4/2/13
 GOODS/SERVICES RECEIVED BY
Cons. Flow on 3/1/13
3-1342-431-0-123-045-0-841

L & G Consulting Engineers Inc
2100 W. Expressway 83
Mercedes, TX 78570
(956) 565-9813 Fax (956) 565-9018

INVOICE #: 11324406
INVOICE DATE: 03/31/13

SIGN: _____

REQ# 200883

PO# 663865

BILL TO: 08

Hidalgo County Pct. #3
724 N. Breyfogle
Mission, TX 78572

JOB: 110501

Mile 2 WA#1
Moorfield Rd West to SH364

DESCRIPTION	CONTRACT	PREVIOUS APPLICATIONS	CURRENT COMPLETED	TOTAL COMPLETED	% COMPL	BALANCE TO FINISH
Engineering services for the month of March 2013.						
13002-ROW Mapping	14,200.00	14,200.00		14,200.00	100.0	
13003-Utility Adjust	45,878.34	38,996.59	2,293.92	41,290.51	90.0	4,587.83
13020-ROW Map/Sub	27,000.00	25,650.00		25,650.00	95.0	1,350.00
15001-Rdwy Dsgn Srvy	21,600.00	21,600.00		21,600.00	100.0	
15005-Outfall Survey	15,000.00	15,000.00		15,000.00	100.0	
15010-Field Srvy/Sub	15,300.00	14,535.00		14,535.00	95.0	765.00
16001-Rdwy Dsg-PS&E	73,500.00	66,150.00		66,150.00	90.0	7,350.00
16101-Hydro Map	30,000.00	27,000.00		27,000.00	90.0	3,000.00
16201-Signing	11,329.30	10,536.25		10,536.25	93.0	793.05
16202-Pavement Mrkng	6,323.80	5,691.42		5,691.42	90.0	632.38
16250-Signal Dsg/Sub	12,974.89	4,933.55		4,933.55	38.0	8,041.34
16304-Irrig Design	15,000.00	13,500.00		13,500.00	90.0	1,500.00
32002-Const Mgmt	72,000.00				0.0	72,000.00
60000-Row Acq. Admin	58,500.00	46,800.00		46,800.00	80.0	11,700.00
60100-Title Services	5,400.00				0.0	5,400.00
60200-Appraisal Srvc	6,300.00				0.0	6,300.00
60220-Appraisal/Sub	18,000.00				0.0	18,000.00
60300-Appraisal Rvw	3,825.00				0.0	3,825.00
60330-Appr. Rev/Sub	3,375.00				0.0	3,375.00
60400-Parcel Negtion	32,400.00				0.0	32,400.00
60500-Clsng Srvc Fee	2,700.00				0.0	2,700.00
TOTALS:	490,606.33	304,592.81	2,293.92	306,886.73	62.6	183,719.60

INVOICE RECEIVED BY

DRB ON 4/3/13

GOODS/SERVICES RECEIVED BY

Conn. Flores ON 3/3/13

3-1342-431-00-123-0940-731

ORIGINAL CONTRACT SUM	\$	490,606.33
CHANGE BY CHANGE ORDER	\$	0.00
CONTRACT SUM TO DATE	\$	490,606.33
TOTAL COMPLETED TO DATE	\$	306,886.73
LESS PREVIOUS INVOICES	\$	304,592.81

CURRENT PAYMENT DUE	\$	2,293.92
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Martinez-Morales

PROJECT MANAGER'S SIGNATURE

AI-38021

8. D.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Gricelda Villarreal, PURCHASING
DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to advertise and approval of procurement packets (i.e. legal notice, requirements, etc.) as attached hereto for the following projects for Judge Mario E. Ramirez Jr., Juvenile Justice Center:

1. Request for Proposals: "Expansion of Licensed Professional Counselors Pool", (RFP No.: 2013-113-CGA);
2. Request for Proposals: "Expansion of Licensed Sex Offender Treatment Providers Pool", (RFP No.: 2013-114-CGA);
3. Request for Proposals: Expansion of Licensed Professional Psychologist(s) Pool", (RFP No.: 2013-115-YSI)

BACKGROUND

Attachments

Draft Sex Offender Treatment Providers

Draft Professional Counselors

2103.115 draft psych services

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/04/2013 02:54 PM
Budget & Management	Angela Garcia	04/05/2013 07:52 AM
Olga Garza	Olga Garza	04/12/2013 04:34 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Gricelda Villarreal		Started On: 04/03/2013 01:31 PM
	Final Approval Date: 04/12/2013	

REQUEST FOR PROPOSALS

Hidalgo County
Edinburg, Texas

**“EXPANSION POOL FOR SEX OFFENDER TREATMENT SERVICES
FOR HIDALGO COUNTY JUVENILE JUSTICE CENTER”**

April _____, 2013

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 **"Expansion Pool for Sex Offender Treatment Services for Hidalgo County Juvenile Justice Center"**, in accordance with the requirements attached hereto as Exhibit "A." Proposals should address all requirements set forth. Proposers 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 RFPs 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: 2013-114-00-00CGA- Expansion Pool for Sex Offender Treatment Services for Hidalgo County Juvenile Justice Center"** and in County's Purchasing Department, **physical address:** 2802 S. Business Hwy. 281; **mailing address:** 2812 S. Hwy. Business 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 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: RFP No: 2013-114-00-00CGA- "EXPANSION POOL FOR SEX OFFENDER TREATMENT SERVICES FOR HIDALGO COUNTY JUVENILE JUSTICE CENTER".

WRITTEN QUESTIONS WILL BE ACCEPTED WILL BE ACCEPTED via facsimile to (956) 292-7612 or via e-mail to: cris.ayala@co.hidalgo.tx.us **BY NO LATER THAN Wednesday, _____ 2013 at 5:00 p.m. Responses will be sent to all applicants by Friday, _____ 2013. 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 item(s) listed under this proposal that it deems necessary to accommodate budgetary and/or operational requirements; **B.** right to reject any or all proposals 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 at a County owned or operated location, each proposer 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 dollar amount of 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 open 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 the 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 proposals.
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 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's Office 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 proposer
 - b) Name and address of receiving department or official
 - c) Purchase Order Number and Contract Number (if any)
 - d) Notation – **"Hidalgo County – Expansion Pool for Sex Offender Treatment Services for Hidalgo County Juvenile Justice Center"**
 - 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:

Hidalgo County Auditor's Office
Ray Eufracio, County Auditor
2802 S. Business Hwy. 281
Edinburg, TX 78539
956-318-2511

17. Schedule of Events

Projected Proposal Opening, 9:30 A.M., _____, 2013
Project/Anticipated Award Date: _____, 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 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 participants are 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 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 therefor 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 No. 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 and benefits as required by Federal or State law. Successful proposers' 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 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 Proposals 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.

REQUEST FOR PROPOSAL

HIDALGO COUNTY

“EXPANSION POOL FOR SEX OFFENDER TREATMENT SERVICES FOR HIDALGO COUNTY JUVENILE JUSTICE CENTER”

RFP NO: 2013-114-00-00CGA

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 proposer proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned proposer 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.

Proposer 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 receiving proposals, as contained in the Requirements.

Respectfully submitted,

Proposer: _____

Address: _____

By: _____

Printed Name: _____

EXHIBIT A

REQUIREMENTS/SCOPE OF SERVICES

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER

REQUEST FOR PROPOSAL

“POOL FOR LICENSED SEX OFFENDER TREATMENT
PROVIDER(S)”

RFP 2013-114-00-00-CGA

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER
REQUEST FOR PROPOSAL

**“POOL FOR LICENSED SEX OFFENDER TREATMENT
PROVIDER(S)”**

RFP NO: 2013-114-00-00-CGA

Overview:

Hidalgo County (hereinafter referred to as “COUNTY”) is soliciting proposals for “Judge Mario E. Ramirez, Jr. Juvenile Justice Center – Licensed Sex Offender Treatment Provider(s)” in order to establish a “Pool” of Licensed Sex Offender Treatment Provider(s) on an “As Needed Basis”. Service “Pool/Roster” shall be for a period commencing on effective date of contract through February 16, 2014 with the County's option to renew for one (1) additional year term. The scope of the work/services will encompass all aspects of Judge Mario E. Ramirez, Jr. Juvenile Justice Center and requires extensive knowledge and experience across all lines of coverage. The information provided in the Request For Proposals (hereinafter referred to as “RFP”) is only to be used for the purpose of preparing a proposal for “Licensed Sex Offender Treatment Provider(s). Request For Proposals will be accepted until 9:30 A.M., Wednesday, _____, 2013. ANY RFP RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED.

Deliver Submittal to:

RFP Number: 2013-114-00-00-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 Opening Date.

The following outlines the Request For Qualifications:

SECTION I -GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION: Hidalgo County is requesting that request for proposals be routed to Martha L. Salazar, CPPB, Purchasing Agent, at:

US Postal Mail Address:

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

WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN Wednesday, _____, 2013 at 5:00 P.M. at (956) 318-2629. Responses will be sent to all applicants via facsimile by Friday, _____, 2013. TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

All costs and expenses associated with the preparation and submission of (rfp's, bids, proposals and/or quotes) shall be the responsibility of the participant and no reimbursement for such charges or expenses shall be passed onto Hidalgo County / Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

NUMBER OF COPIES TO BE SUBMITTED:

Hidalgo County requires one (1) original submittal and seven (7) copies.

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 Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encourage to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please submit complete CIQ forms to the Hidalgo County Clerk's Office locate at 100 No. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.**

PROPOSER'S AFFIDAVIT:

Prior Contract award, respondents to this RFP must submit a signed Proposer's Affidavit (attached herein in Exhibit E) certainly that the submission is (1) not the result of Collusion as described in the Proposer's Affidavit or that the Respondent has not and will not attempt to lobby directly or indirectly as described in the Proposer's Affidavit.

NON-DISCRIMINATION:

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

PROCESSING TIME FOR PAYMENT:

Submitters are advised that a minimum of thirty (30) days is required to process invoices for payment.

ELECTRONIC TRANSMISSION OF 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 proposers procedures must be received in the Purchasing Department not less than seventy-two hours prior to the time set for the opening. These criteria also apply to requirements that are ambiguous.

HAND DELIVERED PROPOSALS:

Hidalgo County requires submitters, when hand delivering proposals, to make sure that it is stamped with date and time by the County Purchasing Staff.

SIGNING OF PROPOSALS:

In order to be considered all submittals must be signed. Please sign the original in blue ink.

WAIVING OF INFORMALITIES:

Hidalgo County reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County.

SUBCONTRACTING:

The successful submitter may not subcontract the award without the written consent of the Commissioners' Court of Hidalgo County.

TERM OF CONTRACT:

It is intended that the "Pool Term" of the contract will be for an initial period of one (1) year, with County's option to renew/extend for additional one (1) year term, under the same rates, terms, 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 term, under the same rates, terms and conditions.

DAVIS BACON ACT:

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications.

SECTION II - RFP REQUIREMENTS

REQUEST FOR PROPOSALS:

The required contents and limitations for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in disqualification of the submitted RFP. A total of one (1) original and seven (7) copies of the RFP shall be submitted to the address on the cover letter.

UNDERSTANDING OF THE PROJECT:

This section should demonstrate the proposers understanding of the project needs, the services required, and any local issues or concerns. Briefly explain how long you have been organized and your business objectives. Explain how long you have been in business. This description should be concise, candid, and limited to 3 pages in length.

FIRM QUALIFICATIONS:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center is soliciting to contract with qualified Licensed Sex Offender Treatment Provider(s) who are qualified as a Licensed "Sex Offender Treatment Provider(s)". The person(s) directly performing the services are required to be licensed "Sex Offender Treatment Provider(s)." Credentials, qualifications to perform necessary services must be submitted. Photostat copies are acceptable.

PERSONNEL AND STAFFING:

The proposers should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided. Information regarding the firm's credentials, education and experience with other "Juvenile Probation Entities" is required and will be scored accordingly during the evaluation process.

REQUIRED CERTIFICATES AND SUBMITTAL:

This section will contain any/all licenses, registrations, permits, and certifications as required by the STATE OF TEXAS and HIDALGO COUNTY that you possess that deem you as a qualified licensed "Sex Offender Treatment Provider(s)."

If proposer/vendor cannot meet any of the following services/responsibilities, such exceptions must be noted on the company's cover letter.

SCOPE OF SERVICES:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center is soliciting to contract and establish a "Pool" of qualified licensed "Sex Offender Treatment Provider(s)" who are qualified to provide services and expertise and meet the specifications/requirements, including but not limited to the following:

1. Provide to department and its clients the services required of an LSOTP until replaced by department. These services include but are not limited to:
 - a. Conducting individual family and/or group counseling appropriate for the needs of each Client;
 - b. Conducting psychosexual examinations of the Clients as required by the Department;
 - c. Conducting other evaluations and tests on each Client as required by the Department;
 - d. Interpreting the results of any test conducted under (b) or (c) above and submitting a written report to Department of the results of such test and examinations, as required by Department;
 - e. Developing implementing and monitoring appropriate counseling programs for the Client based on Contractor's experience, professional training and personal observations; and
 - f. Serving on general call on a daily basis, except when out of town. All records, notes and/or reports created by Contractor and relating to services provided under this service shall be retained by Contractor for a minimum of three (3) years following the termination of the contract and thereafter, until any pending audit or litigation and all questions arising

there from concerning such records are resolved by a final un-appealable determination of any applicable court or agency. Proposer agrees to provide Department, the Texas Juvenile Justice Department, and their employees, attorneys, and/or independent auditors access to such books and/or records to the extent permitted by any obligation of confidentiality between or among the Client and the proposer.

2. Proposer represents that it employs a LSOTP licensed by the State of Texas and qualified to perform and execute the services provided above.
3. Proposer must not be ineligible to receive specified grant, loan or payment as under Section 236.006, Texas Family Code.
4. Proposer shall prepare, maintain and submit all records that are designated, required or prescribed by either Department or the Texas Juvenile Justice Department. In addition proposer shall permit Department and the Texas Juvenile Justice Department to audit or inspect records and reports, review services and/or evaluate the performance of the services provided hereunder at any time. Proposer shall provide reasonable access to all records, books, reports and other pertinent data and information needed to accomplish reviews of activities, services and expenditures of the Department.
5. Proposer shall adopt and implement workplace guidelines concerning persons with AIDS and HIV infection and shall develop and implement guidelines regarding confidentiality of AIDS and HIV-related medical information for employees of proposer and for Clients, inmates, patients and/or residents served by proposer.
6. Proposer agrees to separately account for the receipt and/or expenditure of funds received pursuant to Department's services.
7. Proposer shall provide and maintain liability insurance covering its activities in providing the services for the Department in an amount not less than the minimum amounts prescribed by the Texas Tort Claims Act § 100.001, et seq., Texas Civil Practices and Remedies Code and shall furnish Department a certificate issued by the insurer that such insurance is in full force and effect.
8. Proposer agrees to abide by all appropriate performance standards and sanctions and/or penalties that may be imposed by Department, the Texas Juvenile Justice Department, and /or the Criminal Justice Division, Office of the Governor pursuant to contracts and/or grant arrangements with such entities, if any.
9. Department will conduct regular financial and programmatic monitoring of proposer if proposer is paid in whole or in part with state funds to ensure performance of and compliance with contractual provisions between Department and proposer. If required by the Texas Juvenile Justice Department, Department will complete and proposer will cooperate with Department, upon request by Department, in furnishing such information and documentation as Department may require in completing the Texas Juvenile Justice Department Private Service Provider Contractual Monitoring and Evaluation Report to monitor proposer's compliance with contractual requirements.

PROPOSERS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:

Proposer(s) is to provide a standard fee proposal per psychosexual evaluation, psychosexual evaluation update/addendum, individual and/or family counseling, and group counseling based on the scope of services/work requested. Cost(s) to include all typed and signed documentation/reports to the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center". The department will not be financially responsible for missed appointments.

All/Any costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the proposer and not reimbursements for such charges or expenses shall be passed onto Hidalgo County / Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

SECTION III – SELECTION/EVALUATION

SELECTION/EVALUATION PROCESS:

The evaluation consists of a 100-point scoring system based on the “Evaluation Criteria”-Exhibit B by Hidalgo County Juvenile Justice Department. Categories under the 100-point system include response to RFP. RFP submittal evaluation will be based on the criteria outlined below.

(A) The Hidalgo County Juvenile Justice Center and/or an Evaluation Committee (selected and/or designated by Hidalgo County Juvenile Board of Judges or its representative will review, score and evaluate the RFPs received in response to this “Request For Proposals”.

(B) After the RFPs have been reviewed, scored and evaluated, Juvenile Director and/or its representative will present the “Pool/Roster” grid to the Hidalgo County Juvenile Board of Judges for the purposes of acceptance of qualified providers.

Proposals will be graded on a 100-point system with emphasis on ability to service Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

1. LICENSED SEX OFFENDER TREATMENT PROVIDER(S): (30 Points)

The “Licensed Sex Offender Treatment Provider(s) should provide information related to its Qualifications. The “Licensed Sex Offender Treatment Provider(s) must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the state of Texas and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the Services as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

2. UNDERSTANDING THE SERVICES/METHODOLOGY: (20 Points)

The “Licensed Sex Offender Treatment Provider(s)” must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the “Licensed Sex Offender Treatment Provider(s)” by the “Judge Mario E. Ramirez, Jr. If the “Licensed Sex Offender Treatment Provider(s)” currently has an active Practice, the “Licensed Sex Offender Treatment Provider” must state in detail how services and requirements will be rendered as detailed for the “Request For Proposal”. “Licensed Sex Offender Treatment Provider(s)” should include any local issues or concerns that directly affect the “Licensed Sex Offender Treatment Provider(s)” understanding of the project.

3. COST: (20 Points)

Provide a standard fee proposal per psychosexual evaluation, psychosexual evaluation update/addendum, individual and/or family counseling, and group counseling based on the scope of services and requirements.

4. ABILITY TO COMMIT TO ALL REQUIRED “SERVICES” (30 Points)

The “Licensed Sex Offender Treatment Provider(s)” should provide as much background information as to it’s experiences in providing similar counseling services to juveniles, parents, groups, etc.”

NEGOTIATION PROCESS:

Compliance with all requirements, the most cost productive, qualified, experience, efficient and effective plan in order to create a “Pool/Roster” will be reviewed and considered. Emphasis will be placed on qualifications, experience, capability to perform the services as well as meeting the needs of the “Judge Mario E. Ramirez, Jr. Juvenile Justice Center for” - “Licensed Sex Offender Treatment Provider(s)”. Accuracy and completeness are essential. Hidalgo County / Judge Mario E. Ramirez Jr., Juvenile Justice Department reserves the right to reject any and all RFPs.

EXHIBIT B

EVALUATION CRITERIA

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER

REQUEST FOR PROPOSAL

“POOL FOR LICENSED SEX OFFENDER TREATMENT PROVIDER(S)”

SELECTION/EVALUATION CRITERIA

The evaluation consists of a 100-point scoring system based on the "Evaluation Criteria"-Exhibit B. Hidalgo County Juvenile Justice Center (selected and/or designated by Hidalgo County Juvenile Board of Judges or its representative will review, score and evaluate the RFPs received in response to this "Request For Proposals" in order to establish a "Pool/Roster" of "Licensed Sex Offender Treatment Provider(s)".

After the RFPs have been reviewed, scored and evaluated, the committee will present a "Pool/Roster" grid to the Hidalgo County Juvenile Board of Judges or its representative for the purposes of ranking.

Proposals will be graded on a 100-point system with emphasis on ability to service "Judge Mario E. Ramirez, Jr. Juvenile Justice Center".

1. LICENSE SEX OFFENDER TRETMENT PROVIDER(S) QUALIFICATIONS:

The "Licensed Sex Offender Treatment Provider(s)" should provide information related to its qualifications, experience. The "Licensed Sex Offender Treatment Provider(s)" must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the state of Texas and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the "Sex Offender Treatment" as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

2. UNDERSTANDING THE SERVICES/METHODOLOGY:

The "Licensed Sex Offender Treatment Provider(s)" must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the "Licensed Sex Offender Treatment Provider(s)" Judge Mario E. Ramirez, Jr. Juvenile Justice Center. If the "Licensed Sex Offender Treatment Provider(s)" currently has an active practice, the "Licensed Sex Offender Treatment Provider" must state in detail how services and requirements will be rendered as detailed for the "Request For Proposal". "Licensed Sex Offender Treatment Provider(s)" should include any local issues or concerns that directly affect the "Licensed Sex Offender Treatment Provider"(s) understanding of the project.

3. COST:

Provide fee cost based per psychosexual evaluation, psychosexual evaluation update/addendum, individual and/or family counseling and group counseling.

4. ABILITY TO COMMIT TO ALL REQUIRED "SERVICES":

The "Licensed Sex Offender Treatment Provider(s)" should provide as much background information as to its experiences in providing similar services to juveniles, parents, etc.

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER
"LICENSED SEX OFFENDER TREATMENT PROVIDER(S)"
RFP NO: 2013-114-00-00-CGA
RFP EVALUATION FORM

Selection Criteria

Points

Score

1. LICENSE SEX OFFENDER TREATMENT PROVIDER(S) QUALIFICATIONS:

The "Licensed Sex Offender Treatment Provider(s)" should provide information related to its qualifications, experience. The "Licensed Sex Offender Treatment Provider(s)" must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the state of Texas and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the "Sex Offender Treatment" as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

30 Points

Comments/Rationale For Points: _____

2. UNDERSTANDING THE SERVICES/METHODOLOGY:

The "Licensed Sex Offender Treatment Provider(s)" must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the "Licensed Sex Offender Treatment Provider(s)" by the "Judge Mario E. Ramirez, Jr. If the "Licensed Sex Offender Treatment Provider(s)" currently has an active practice, the "Licensed Sex Offender Treatment Provider" must state in detail how services and requirements will be rendered as detailed for the "Request For Proposal". "Licensed Sex Offender Treatment Provider(s)" should include any local issues or concerns that directly affect the "Licensed Sex Offender Treatment Provider(s)" understanding of the project.

20 Points

Comments/Rationale For Points: _____

3. COST:

Provide a standard fee proposal per psychosexual evaluation, psychosexual evaluation update/addendum, individual and/or family counseling, and group counseling based on the scope of services and requirements.

20 Points

Comments/Rationale For Points: _____

4. ABILITY TO COMMIT TO ALL REQUIRED "SERVICES"

The "Licensed Sex Offender Treatment Provider(s)" should provide as much background information as to it's experiences in providing similar counseling services to juveniles, parents, groups, etc."

30 Points

Comments/Rationale For Points: _____

Total Score

Provider: _____

Evaluator: _____ Date: _____

THE STATE OF TEXAS §

§

COUNTY OF HIDALGO §

CONTRACT FOR SERVICES

C-13-114-00-00

THIS AGREEMENT is made effective the ____ of ____ 2013, by and between the **HIDALGO COUNTY JUVENILE PROBATION DEPARTMENT**, a department of **HIDALGO COUNTY, TEXAS**, a political subdivision of the State of Texas (hereinafter "Department") and _____, **LSOTP** a resident of Hidalgo County, Texas (hereinafter "Contractor").

WITNESSETH:

WHEREAS, Department desires to contract with a person to provide the services necessary to act as a provider of professional medical and/or psychological counseling services for the youth probationers served by Department (the "Clients") and

WHEREAS, Contractor has agreed to provide the services enumerated hereinafter for the Department.

NOW, THEREFORE, for the mutual consideration expressed hereinafter, Department and Contractor agree as follows:

1. Contractor agrees to provide to Department and its Clients the services required of a licensed sex offender treatment provider (LSOTP) in accordance with the terms and provisions herein. These services include but are not limited to:

- (a) Conducting individual family and/or group counseling appropriate for the needs of each Client;
- (b) Conducting psychosexual examination of the Clients as required by the Department;
- (c) Conducting other evaluations and tests on each Client as required by the Department;

- (d) Interpreting the results of any tests conducted under (b) or (c) above and submitting a written report to Department of the results of such tests and examinations, as required by Department;
- (e) Developing implementing and monitoring appropriate counseling programs for the Client based on Contractor's experience, professional training and personal observations; and
- (f) Serving on general call on a daily basis.

All records, notes and/or reports created by Contractor and relating to services provided under this Contract shall be retained by Contractor for a minimum of three (3) years following the termination of this Contract, and thereafter, until any pending audit or litigation and all questions arising there from concerning such records are resolved by a final unappealable determination of any applicable court or agency. Contractor agrees to provide Department, Texas Juvenile Justice Department, and their employees, attorneys, and/or independent auditors access to such books and/or records to the extent permitted by any obligation of confidentiality between or among the Client and Contractor.

2. Contractor represents that Contractor is a LSOTP licensed by the State of Texas and qualified to perform and execute the services provided above. If any such license is suspended or revoked, this Contract shall automatically be terminated and Contractor shall immediately notify the Chief Juvenile Probation Officer of such suspension or revocation. In addition, under Section 236.006, Texas Family Code, Contractor certifies that Contractor named in the Contract, bid or application is not an ineligible to Contractor and acknowledges that this Contract may be terminated if this certification is inaccurate.

3. Contractor shall prepare, maintain and submit all records that are designated, required or prescribed by either Department or the Texas Juvenile Justice Department. In addition, Contractor shall permit Department and the Texas Juvenile Justice Department to audit or inspect records and reports, review services and/or evaluate the performance of the services provided hereunder at any time, Contractor shall provide reasonable access to all records, books, reports and other pertinent data and information needed to accomplish review of activities, services and expenditures of the Department.

4. Contractor shall adopt and implement workplace guidelines concerning persons with AIDS and HIV infection and shall develop and implement guidelines regarding confidentiality of AIDS and HIV-related medical information for employees of Contractor and for Clients, inmates, patients and/or residents served by Contractor.

5. As consideration for the above and foregoing, Contractor shall submit a monthly billing statement to the Department. Said statement must provide an itemized list of services rendered to Department during the statement period, based on the following schedule of fees:

Upon receipt of said statement, Department shall submit a requisition for payment of said Services in the customary manner provided for payments utilized by Hidalgo County, Texas. Department will notify Contractor when state funds are used to pay for services. Contractor will account separately for the receipt and expenditure of state funds received from Department. Contractor will comply with Department's specified accounting, reporting, and auditing requirements applicable to any state funds paid to Contractor under this Contract. In any event, Contractor agrees to separately account for the receipt and/or expenditure of funds received pursuant to this Contract and to keep adequate books and records of all such receipts and/or expenditures.

6. Contractor must comply with all applicable Department and Hidalgo County policies and with any applicable federal, state or local laws, regulations, orders or ordinances applicable to the services provided by Contractor under this Contract. Notwithstanding the foregoing sentence, Contractor represents and maintains that it is an independent contractor and is not an employee of Department, Hidalgo County, Texas, or any agency thereof, and represents and warrants that it does not desire or request any fringe benefits provided to employees of Department, Hidalgo County, Texas, and/or any agency thereof, including, but not limited to benefits associated with Hidalgo County's civil service program. Contractor agrees to be responsible for any federal income tax,

withholding or social security tax liability that might arise from payments received hereunder.

7. Department and Contractor agree that either party may terminate this Contract at any time for any reason or no reason at all upon the giving of thirty (30) days prior written notice to the other party.

8. Department hereby notifies Contractor that this Contract may be wholly or partially funded with state grant funds, and as such, this Contract shall be subject to termination without penalty, either in whole or in part, if funds are not available or are not appropriated by the Texas Legislature.

9. Contractor agrees to provide liability insurance covering its activities in providing the services for Department in an amount not less than the minimum amounts prescribed by the Texas Tort Claims Act, §100.001, et seq., Texas Civil Practices and Remedies Code, and shall furnish Department a certificate issued by the insurer that such insurance is in full force and effort.

10. Except as otherwise herein provided, Contractor may not assign the obligations or rights under this Contract to any person without the prior written consent of Department.

11. Unless earlier terminated as herein provided, the term of this Contract shall commence on _____ and terminate on _____. Hidalgo County reserves the right to extend this contract for an additional one (1) year term, and this Contract may be extended at the sole discretion of the County 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.

12. Contractor agrees to abide by all appropriate performance standards and sanctions and/or penalties that may be imposed by Department, Texas Juvenile Justice Department, and/or the Criminal Justice Division, Office of the Governor pursuant to contracts and/or grant arrangements with such entities, if any.

13. Nothing in this Contract shall be constructed so as to require the commission of any act contrary to law, and whenever there is any conflict between any provision of this Contract 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 Contract 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 Contract shall be modified only to the extent necessary to bring them within the legal requirement and only during the time such conflict exists.

14. Department will conduct regular financial and programmatic monitoring of Contractor if Contractor is paid in whole or in part with state funds to ensure performance of an compliance with contractual provisions between Department and Contractor. If required by the Texas Juvenile Justice Department, Department will complete and Contactor will cooperate with Department, upon request by Department, in furnishing such information and documentation as Department may require in completing the Texas Juvenile Justice Department Private Service Provider Contractual Monitoring and Evaluation Report to monitor Contactor's compliance with contractual requirements. If Contractor fails to deliver quality service, fails to achieve the defined goals, outcomes, strategies and outputs set by Department, or if Contractor fails to comply with any of the above Department may terminate this Agreement upon the giving of ten (10) days prior written notice to Contractor.

15. No waiver by Department of any breach of any provision of this Contract shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

16. This Agreement contains the entire agreement between the parties hereto, and each party acknowledges that neither had made (either directly or through any agent or representative) any representations or agreements in connection with this Contract not specifically set forth herein. This Contract may be modified or amended only by agreement in writing executed by Department and Contractor, and not otherwise.

17. This Contract 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.

18. Except as may be otherwise specifically provided in this Contract, 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 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 Department:

Hidalgo County Juvenile Probation
Department
Attention: Israel "Buddy" Silva, Jr.
P.O. Box 267
Edinburg, Texas 78540

If to Contractor:

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

19. 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 Contract.

20. This Contract 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 contract.

21. All pronouns used in this Contract 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

22. The execution and performance of this Contract by Department and Contractor have been duly authorized by all necessary laws, resolutions or corporate

action, and this Contract constitutes the valid and enforceable obligations of Department and Contractor in accordance with its terms.

DRAFT

EXECUTED as of the day and year first written above.

HIDALGO COUNTY JUVENILE BOARD

By: _____

Hon. Mario E. Ramirez, Jr., 332nd District
Court
Juvenile Department Overseer

**HIDALGO COUNTY JUVENILE PROBATION
DEPARTMENT**

By: _____

Israel "Buddy" Silva, Jr., Director and Chief
Juvenile Probation Officer

CONTRACTOR:

By: _____

Approved as to form:

Atlas, Hall and Rodriguez, LLP

Stephen L. Crain

Date: _____

Exhibit A

Requirements/Specifications

DRAFT

Exhibit B

Fee Schedule

DRAFT

Exhibit C

Insurance

REQUEST FOR PROPOSALS

Hidalgo County
Edinburg, Texas

**“EXPANSION POOL FOR LICENSED PROFESSIONAL COUNSELORS
FOR HIDALGO COUNTY JUVENILE JUSTICE CENTER”**

April _____, 2013

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 **“Expansion Pool for Licensed Professional Counselors for Hidalgo County Juvenile Justice Center”**, in accordance with the requirements attached hereto as Exhibit "A." Proposals should address all requirements set forth. Proposers 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 RFPs 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: 2013-113-00-00CGA- Expansion Pool for Licensed Professional Counselors for Hidalgo County Juvenile Justice Center”** and in County's Purchasing Department, **physical address: 2802 S. Business Hwy. 281; mailing address: 2812 S. Hwy. Business 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 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: RFP No: 2013-113-00-00CGA- “EXPANSION POOL FOR LICENSED PROFESSIONAL COUNSELORS FOR HIDALGO COUNTY JUVENILE JUSTICE CENTER”.

WRITTEN QUESTIONS WILL BE ACCEPTED WILL BE ACCEPTED via facsimile to (956) 292-7612 or via e-mail to: cris.ayala@co.hidalgo.tx.us BY NO LATER THAN Wednesday, _____ 2013 at 5:00 p.m. Responses will be sent to all applicants by Friday, _____ 2013. 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 item(s) listed under this proposal that it deems necessary to accommodate budgetary and/or operational requirements; **B.** right to reject any or all proposals 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 at a County owned or operated location, each proposer 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 dollar amount of 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 open 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 the 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 proposals.
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 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's Office 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 proposer
 - b) Name and address of receiving department or official
 - c) Purchase Order Number and Contract Number (if any)
 - d) Notation – **"Hidalgo County – Expansion Pool for Licensed Professional Counselors for Hidalgo County Juvenile Justice Center"**
 - 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:
Hidalgo County Auditor's Office
Ray Eufracio, County Auditor
2802 S. Business Hwy. 281
Edinburg, TX 78539
956-318-2511

17. Schedule of Events

Projected Proposal Opening, 9:30 A.M., _____, 2013
Project/Anticipated Award Date: _____, 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 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 participants are 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 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 therefor 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 No. 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 and benefits as required by Federal or State law. Successful proposers' 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 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 Proposals 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.

REQUEST FOR PROPOSAL

HIDALGO COUNTY “EXPANSION POOL FOR LICENSED PROFESSIONAL COUNSELORS FOR HIDALGO COUNTY JUVENILE JUSTICE CENTER” RFP NO: 2013-113-00-00CGA

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 proposer proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned proposer 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.

Proposer 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 receiving proposals, as contained in the Requirements.

Respectfully submitted,

Proposer: _____

Address: _____

By: _____

Printed Name: _____

EXHIBIT A

REQUIREMENTS/SCOPE OF SERVICES

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER

REQUEST FOR PROPOSAL

“EXPANSION POOL FOR LICENSED
PROFESSIONALCOUNSELOR(S)”

RFP NO: 2013-113-00-00-CGA

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER
REQUEST FOR PROPOSAL

“EXPANSION POOL FOR LICENSED PROFESSIONAL COUNSELOR(S)”

RFP NO: 2013-113-00-00-CGA

Overview:

Hidalgo County (hereinafter referred to as “COUNTY”) is soliciting proposals for “Judge Mario E. Ramirez, Jr. Juvenile Justice Center – Licensed Professional Counselor(s)” in order to establish an “Expansion” to the existing “Pools” of Licensed Professional Counselors” on an “As Needed Basis”. Counseling Services “Pool/Roster” shall be effective upon approval by Hidalgo County Commissioners Court and/or Hidalgo County Board of Judges and termination date to concur with the existing “Pools” ending on June 16, 2013, thereafter it is the County’s option to renew for an additional one (1) year terms. The scope of the work/services will encompass all aspects of Judge Mario E. Ramirez, Jr. Juvenile Justice Center and requires extensive knowledge and experience across all lines of coverage. The information provided in the Request for Proposals (hereinafter referred to as “RFP”) is only to be used for the purpose of preparing a proposal for “Licensed Professional Counselor(s) Request for Proposals will be accepted until **9:30 A.M., Wednesday, _____, 2013.** ANY RFP RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED.

Deliver Submittal to:

RFP Number: 2013-113-00-00-CGA

<u>US Postal Mail Address:</u>	<u>Physical Address:</u>
Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539

The Submittal Envelope Must Show The RFP Number, Name And Opening Date.

The following outlines the Request For Qualifications:

SECTION I-GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION: Hidalgo County is requesting that request for proposals be routed to Martha L. Salazar, CPPB, Purchasing Agent, at:

<u>US Postal Mail Address:</u>	<u>Physical Address:</u>
Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539

WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN Wednesday, _____, 2013 at 5:00 P.M. at (956) 318-2629. Responses will be sent to all applicants via facsimile by Friday, _____, 2013. **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 encourage to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please submit complete CIQ forms to the Hidalgo County Clerk's Office locate at 100 No. Clossner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.**

PROPOSER'S AFFIDAVIT:

Prior Contract award, respondents to this RFP must submit a signed Proposer's Affidavit (attached herein in **Exhibit E**) certainly that the submission is (1) not the result of Collusion as described in the Proposer's Affidavit or that the Respondent has not and will not attempt to lobby directly or indirectly as described in the Proposer's Affidavit.

NON-DISCRIMINATION:

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

PROCESSING TIME FOR PAYMENT:

Submitters are advised that a minimum of thirty (30) days is required to process invoices for payment.

ELECTRONIC TRANSMISSION OF 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 proposers procedures must be received in the Purchasing Department not less than seventy-two hours prior to the time set for the opening. These criteria also apply to requirements that are ambiguous.

HAND DELIVERED PROPOSALS:

Hidalgo County requires submitters, when hand delivering proposals, to make sure that it is stamped with date and time by the County Purchasing Staff.

SIGNING OF PROPOSALS:

In order to be considered all submittals **must** be signed. **Please sign the original in blue ink.**

WAIVING OF INFORMALITIES:

Hidalgo County reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County.

SUBCONTRACTING:

The successful submitter **may not** subcontract the award without the written consent of the Commissioners' Court of Hidalgo County.

TERM OF CONTRACT:

It is intended that the "Pool Term" of the contract shall be effective upon approval by Hidalgo County Commissioners Court and/or Hidalgo County Board of Judges and termination date to concur with the existing "Pools" ending on June 16, 2013, thereafter it is the County's option to renew/extend for additional, one (1) year term, under the same rates, terms, 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 term, under the same rates, terms and conditions.

DAVIS BACON ACT:

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications. **(If applicable)**

SECTION II - RFP REQUIREMENTS

REQUEST FOR PROPOSALS:

The required contents and limitations for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in

disqualification of the submitted RFP. A total of **one (1) original and seven (7) copies** of the RFP shall be submitted to the address on the cover letter.

UNDERSTANDING OF THE PROJECT:

This section should demonstrate the proposers understanding of the project needs, the services required, and any local issues or concerns. Briefly explain how long you have been organized and your business objectives. Explain how long you have been in business. This description should be concise, candid, and limited to 3 pages in length.

FIRM QUALIFICATIONS:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center is soliciting to contract with qualified licensed professional counselor(s) who are qualified as a "Licensed Professional Counselor". The person(s) directly performing the counseling services are required to be licensed counselor(s). Credentials, qualifications to perform necessary services must be submitted. Photostat copies are acceptable.

PERSONNEL AND STAFFING:

The proposers should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided. Information regarding the firm's credentials, education and experience with other "Juvenile Probation Entities" is required and will be scored accordingly during the evaluation process.

REQUIRED CERTIFICATES AND SUBMITTAL:

This section will contain any/all licenses, registrations, permits, and certifications as required by the State of Texas and HIDALGO COUNTY that you possess that deem you as a qualified license professional counselor(s).

If proposer/vendor cannot meet any of the following services/responsibilities, such exceptions must be noted on the company's cover letter.

SCOPE OF SERVICES:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center is soliciting to contract and establish an "Expansion" to the existing "Pools" of qualified licensed professional counselor(s) who are qualified, licensed and meet the following specifications/requirements including but not limited to the following:

1. Provide to department and its clients the services required of an LPC until replace by department. These services include but are not limited to:
 - a. Conducting individual family and/or group counseling appropriate to the needs of each client;
 - b. Developing implementing and monitoring appropriate counseling programs for the Client base on Contractor's experience, professional training and personal observations; and
 - c. Serving on general call on a daily basis, except when out of town. All records, notes and/or reports created by Contractor and relating to services provided under this service shall be retained by Contractor for a minimum of three (3) years following the termination of the contract and thereafter, until any pending audit or litigation and all questions arising there from concerning such records are resolved by a final un-

appealable determination of any applicable court or agency. Proposer agrees to provide Department, the Texas Juvenile Justice Department, and their employees, attorneys, and/or independent auditors access to such books and/or records to the extent permitted by any obligation of confidentiality between or among the Client and the proposer.

2. Proposer represents that it employs a LCP licensed by the State of Texas and qualified to perform and execute the services provided above.
3. Proposer must not be ineligible to receive specified grant, loan or payment as under Section 236.006, Texas Family Code.
4. Proposer shall prepare, maintain and submit all records that are designated, required or prescribed by either Department or the Texas Juvenile Justice Department. In addition proposer shall permit Department and the Texas Juvenile Justice Department to audit or inspect records and reports, review services and/or evaluate the performance of the services provided hereunder at any time. Proposer shall provide reasonable access to all records, books, reports and other pertinent data and information needed to accomplish reviews of activities, services and expenditures of the Department.
5. Proposer shall adopt and implement workplace guidelines concerning persons with AIDS and HIV infection and shall develop and implement guidelines regarding confidentiality of AIDS and HIV-related medical information for employees of proposer and for Clients, inmates, patients and/or residents served by proposer.
6. Proposer agrees to separately account for the receipt and/or expenditure of funds received pursuant to Department's services.
7. Proposer shall provide and maintain liability insurance covering its activities in providing the services for the Department in an amount not less than the minimum amounts prescribed by the Texas Tort Claims Act § 100.001, et seq., Texas Civil Practices and Remedies Code and shall furnish Department a certificate issued by the insurer that such insurance is in full force and effect.
8. Proposer agrees to abide by all appropriate performance standards and sanctions and/or penalties that may be imposed by Department, the Texas Juvenile Justice Department, and/or the Criminal Justice Division, Office of the Governor pursuant to contracts and/or grant arrangements with such entities, if any.
9. Department will conduct regular financial and programmatic monitoring of proposer if proposer is paid in whole or in part with state funds to ensure performance of and compliance with contractual provisions between Department and proposer. If required by the Texas Juvenile Justice Department, Department will complete and proposer will cooperate with Department, upon request by Department, in furnishing such information and documentation as Department may require in completing the Texas Juvenile Justice Department Private Service Provider Contractual Monitoring and Evaluation Report to monitor proposer's compliance with contractual requirements.

REQUIREMENTS:

1. Proposer must be familiar with the rules, procedures and practices of the "Juvenile Intervention" programs;
2. Experience with providing counseling services with other "Juvenile Probation" entities;
3. Knowledge of family techniques;

4. Knowledge of juvenile techniques;
5. Knowledge of behavior modification and applied behavior modification;
6. Understanding of effective counseling strategies utilized to counsel juveniles, family, group;
7. Each juvenile, family, group shall remain in program until successful completion;
8. Progress report(s) required to be submitted to "Chief Probation Officer" of the "Judge Mario E. Ramirez Juvenile Justice Center" and/or designee;
9. Must submit copies of their credentials, license(s), qualifications;
10. Any/All submitting a response are subject to criminal history and background checks;
11. Required to submit outlines of Counseling Services to be provided. Such detail is required for "Judge Mario E. Ramirez, Jr. Juvenile Justice Center" to understand the content, progression of submittal's understanding of mythology;
12. To provide services in the language of literacy and understanding of the juvenile, family, group, etc.;
13. Licensed Counselor(s) may be called to testify in a "Juvenile Court of Law";
14. Shall provide a written plan of service(s) regarding the prescribed counseling services for juveniles, family, group;
15. Services must be provided on an "As Needed Basis", upon request and approval by "Chief Probation Officer" of the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center";
16. An "Pre-Assessment" and "Final Assessment" study plan shall be submitted with a summary report upon request at any time by the "Chief Probation Officer" and/or the Court; the report shall identify progress or lack of progress that is based on clearly specified criteria, refusal or failure to attend or participate in treatment services, failing to abide by the client's treatment's plans and/or contracts, or any disclosures regarding action plan shall be provided for any areas in which the individual is not progressing;
17. The "Licensed Professional Counselor" must be available to communicate and staff cases with the "Chief Probation Officer" of the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center";
18. Explain how a diagnosis is determined and how recommendations are made;
19. Provide a sample of such plan for counseling service(s) to a juvenile, parent, group, before services begin and after services have been completed;
20. Consult/Orientate with the "Chief Probation Officer, Probation Officers" regarding cases assigned;
21. Licensed Professional Counselor(s) with preferred experience in the following:
 - a) criminal/gang orientation
 - b) aggressive behavior
 - c) lack of victim empathy
 - d) substance abuse
 - e) educational issues
 - f) issues with authority
 - g) lack of pro social values
 - h) emotional/mental health disorders
 - i) impulsive-aggressive behaviors
 - j) low intellectual capacity
 - k) educational issues
 - l) chaotic home environment

PROPOSERS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:

Proposer(s) are to provide a fee proposal as per hour, per individual, per group, per family, per sessions based on the scope of services/work requested. Cost(s) to include all typed and signed documentation/reports to the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center". **The department will not be financially responsible for missed appointments.**

NUMBER OF COPIES TO BE SUBMITTED: Hidalgo County requires one (1) original submittal and seven (7) copies.

SECTION III – SELECTION/EVALUATION/RANKING

SELECTION/EVALUATION/RANKING PROCESS:

The evaluation consists of a 100-point scoring system based on the “Evaluation Criteria”-Exhibit B. The participants will be ranked after evaluations and presented to Hidalgo County Board of Judges. Categories under the 100-point system include response to RFP. RFP submittal evaluation will be based on the criteria outlined below.

(A) The Hidalgo County Juvenile Justice Director and/or an Evaluation Committee (selected and/or designated by Hidalgo County Juvenile Board of Judges or its representative(s) will review, score and evaluate the RFPs received in response to this “Request For Proposals”.

(B) After the RFPs have been reviewed, scored and evaluated, the Juvenile Justice Director or its representative(s) will present the grid to the Hidalgo County Board of Judges for the purposes of ranking.

(C) **Proposals will be graded on a 100-point system with emphasis on ability to service Judge Mario E. Ramirez, Jr. Juvenile Justice**

1. **QUALIFICATIONS: (30 Points)**

The “Licensed Professional Counselor(s)” should provide information related to its Qualifications. The “Licensed Professional Counselor(s)” must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the “Texas State Of Board of Examiners Of Professional Counselors” and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the “Counseling Services” as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

2. **UNDERSTANDING THE SERVICES/METHODOLOGY: (20 Points)**

The “Licensed Professional Counselor(s)” must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the “Licensed Professional Counselor” by the “Judge Mario E. Ramirez, Jr. If the “Counselor” currently has an active practice, the “Counselor” must state in detail how services and requirements will be rendered as detailed for the “Request for Proposal”. “Counselor(s) should include any local issues or concerns that directly affect the “Counselor(s) understanding of the project.

3. **COST: (20 Points)**

Provide state fee cost per juvenile, parent, group, family group, per hour sessions as requested in scope of services and requirements herein. Hidalgo County requests that any/all participant(s)

submitting a proposal fee(s) as being requested shall not exceed the statutory state rate fees. Pool for Licensed Professional Counselor(s) will be on an “As Needed Basis” per juvenile, parent group, family group.

4. **EXPERIENCE/ABILITY TO COMMIT TO ALL REQUIRED “SERVICES” (30 Points)**
The “Licensed Professional Counselor(s)” should provide as much background information as to it’s experiences in providing similar counseling services to juveniles, family, groups, etc.”

DRAFT

NEGOTIATION PROCESS:

Compliance with all requirements, the most cost productive, qualified, experience, efficient and effective plan in order to create a "Pool/Roster" will be reviewed and considered in order to create "Pool/Roster". Emphasis will be placed on qualifications, experience, capability to perform the services as well as meeting the needs of the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center for" - "Counseling Services". Accuracy and completeness are essential. Hidalgo County / Judge Mario E. Ramirez Jr., Juvenile Justice Center reserves the right to reject any and all RFPs.

Fees/Rate Proposals will be negotiated up to/maximum but not to exceed the rates approved under the current original pool for the "Licensed Professional Counselors" in place. This project will be an "Expansion" to the existing services. Any proposals and/or negotiations to this request will be equivalent to existing rates.

Hidalgo County-Judge Mario E. Ramirez, Jr.-Juvenile Justice Center reserves the right to randomly select from both the current and expansion of pool(s) on an "As Needed Basis".

RFP SUBMITTED TO: An original and seven (7) copies of RFPs should be submitted to:

<u>US Postal Mail Address:</u>	<u>Physical Address:</u>
Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2812 S. Business Hwy 281 Edinburg, Texas 78539	Martha L. Salazar, CPPB, Purchasing Agent Hidalgo County Purchasing Department Administration Building 2802 S. Business Hwy. 281 Edinburg, Texas 78539

RFPs must be submitted by **no later than 9:30 a.m. on Wednesday**, _____, **2013.**

All costs and expenses associated with the preparation and submission of (rfq's, bids, proposals and/or quotes) shall be the responsibility of the participant and no reimbursement for such charges or expenses shall be passed onto Hidalgo County / Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

EXHIBIT B

EVALUATION CRITERIA

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER

REQUEST FOR PROPOSAL

“EXPANSION POOL OF LICENSED PROFESSIONAL COUNSELOR(S)”

RFP No.: 2013-113-00-00-CGA

SELECTION/EVALUATION/RANKING CRITERIA

The evaluation consists of a 100-point scoring system based on the "Evaluation Criteria"-Exhibit B.

After the RFPs have been reviewed, scored and evaluated, the committee will present a "Pool" grid to Hidalgo County Commissioners Court for the purposes of ranking.

Proposals will be graded on a 100-point system with emphasis on ability to service "Judge Mario E. Ramirez, Jr. Juvenile Justice Center".

1. **QUALIFICATIONS:**

The "Licensed Professional Counselor(s)" should provide information related to its qualifications, experience. The "Licensed Professional Counselor(s)" must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the "Texas State Of Board of Examiners Of Professional Counselors" and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the "Counseling Services" as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

2. **UNDERSTANDING THE SERVICES/METHODOLOGY:**

The Licensed "Counselor(s)" must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the "Pool of Licensed Professional Counselor" by the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center. If the "Counselor" currently has an active practice, the "Counselor" must state in detail how services and requirements will be rendered as detailed for the Request For Proposal. Counselor(s) should include any local issues or concerns that directly affect the Counselor(s) understanding of the project.

3. **COST:**

Provide state fee cost per hour, per juvenile, parent, group, family group session as requested in scope of services and requirements. Hidalgo County requests that any/all participant(s) submitting a proposal fee(s) as being requested shall not exceed the statutory state rate fees. Pool/Roster for License Professional Counselor(s) will be on an "As Needed Basis" per juvenile, parent, group, family group.

4. **EXPERIENCE/ABILITY TO COMMIT TO ALL REQUIRED "SERVICES":**

The "Licensed Professional Counselor(s)" should provide as much background information as to its experiences in providing similar services to juveniles, parents, etc., in other "Juvenile Probation Counseling Services".

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER
"LICENSE PROFESSIONAL COUNSELOR(S)"
RFP NO: 2013-113-00-00-CGA

RFP EVALUATION FORM

Selection Criteria

Points Score

1. QUALIFICATIONS:

The "Licensed Professional Counselor(s)" should provide information related to its qualifications, experience. The "Licensed Professional Counselor(s)" must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the "Texas State Of Board of Examiners Of Professional Counselors" and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the "Counseling Services" as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

0-30 _____

Comments/Rationale For Points: _____

2. UNDERSTANDING THE SERVICES/METHODOLOGY:

The "Licensed Professional Counselor(s)" must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the "Licensed Professional Counselor" by Judge Mario E. Ramirez, Jr. Juvenile Justice Center. If the "Counselor" currently has an active practice, the "Counselor" must state in detail how services and requirements will be rendered as detailed for the "Request For Proposal". "Counselor(s)" should include any local issues or concerns that directly affect the "Counselor(s)" understanding of the project.

0-20 _____

Comments/Rationale For Points: _____

3. COST:

Provide state fee cost per hour, per juvenile, parent, group, family group session as requested in scope of services and requirements. Hidalgo County requests that any/all participant(s) submitting a proposal fee(s) as being requested, shall not exceed the statutory state rate fees. Pool/Roster for "License Professional Counselor(s)" will be on an "As Needed Basis" per juvenile, parent, group, family group.

0-20 _____

Comments/Rationale For Points: _____

4. EXPERIENCE/ABILITY TO COMMIT TO ALL REQUIRED "SERVICES"

The "Licensed Professional Counselor(s)" should provide as much background information as to it's experiences in providing similar services to juveniles, parents, etc., in other "Juvenile Probation Counseling Services".

0-30 _____

Comments/Rationale For Points: _____

Total _____

Provider: _____

Evaluator: _____

Date: _____

[illegible]

Service Contract
C-13-113-00-00

THIS AGREEMENT is made effective the ____ day of ____, **2013**, by and between **JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER**, a department of **HIDALGO COUNTY, TEXAS**, a political subdivision of the State of Texas (hereinafter "Department") and _____ (hereinafter "Licensed Professional Counselor") to service at the pleasure of the Department.

WITNESSETH:

WHEREAS, Department desires to contract with a person to provide the services necessary to act as a provider of “Licensed Professional Counseling Services” for the youth probationers served by Department (the “Clients”) that are more specifically set forth hereinafter; and

WHEREAS, Contractor has agreed to provide the services enumerated hereinafter for the Department.

NOW, THEREFORE, for the mutual consideration expressed hereinafter,
Department and Contractor agree as follows:

1. Contractor agrees to provide to Department and its Clients the services required of a “Licensed Professional Counselor” until replaced by Department. These services include, but are not limited to:
 - (a) Conducting “Individual/Family/Group Counseling” appropriate for the needs of each client;
 - (b) Conducting “Initial Clinical Intake”;

- (c) Conducting "Psychological Examinations" of the Clients as required by the Department;
- (d) Conducting "Consultation Services" as requested and required on an "As Needed Basis";
- (e) Conducting other evaluations and tests on each Client as required by the Department;
- (f) Interpreting the results of any tests conducted under (a) (b) (c) (d) (e) or (f) stated above and submitting a written report to Department of the results of such tests and examinations, as required by Department;
- (g) Developing, implementing, monitoring and recommending to department appropriate counseling programs for the Client based on Contractor's experience, professional training and personal observations.

All records, notes and/or reports created by Contractor and relating to services provided under this Contract shall be retained by Contractor for a minimum of three (3) years following the termination of this Contract, and thereafter, until any pending audit or litigation and all questions arising there from concerning such records are resolved by a final unappealable determination of any applicable court or agency. Contractor agrees to provide Department, the Texas Juvenile Probation Commission, and their employees, attorneys, and/or independent auditors access to such books and/or records to the extent permitted by any obligation of confidentiality between or among the Client and Contractor.

2. Contractor represent that it employs "Licensed Professional Counselors" licensed by the State of Texas and qualified to perform and execute the services provided above. If any such license is suspended or revoked, this Contract shall automatically be terminated as to such licensed professional counselor and Contractor shall immediately notify the Chief Juvenile Probation Officer of such suspension or revocation. In addition, under Section 236.006, Texas Family Code, Contractor certified that the

individual or business entity named in this Contract, bid or application is not ineligible to receive the specified grant, loan or payment and acknowledges that this Contract may be terminated if this certification is inaccurate.

3. Contractor shall prepare, maintain and submit all records that are designated, required or prescribed by either Department or the Texas Juvenile Probation Commission. In addition, Contractor shall permit Department and the Texas Juvenile Probation Commission to audit or inspect records and reports, review services and/or evaluate the performance of the services provided hereunder at any time. Contractor shall provide reasonable access to all records, books, reports and other pertinent data and information needed to accomplish reviews of activities, services and expenditures of the Department.

4. Contractor shall adopt and implement workplace guidelines concerning persons with AIDS and HIV infection and shall develop and implement guidelines regarding confidentiality of AIDS and HIV-related medical information for employees of Contractor and for Clients, inmates, patients and/or residents served by Contractor.

5. As consideration for the above and forgoing, Contractor shall submit a monthly billing statement to the Department (P.O. Box 267, Edinburg, Texas 78540). Said statement must provide an itemized list of services rendered to Department during the statement period, based on the following schedule of fees:

- a) Individual Counseling Fee –
- b) Family Counseling Fee –
- c) Group Counseling Fee –
- d) Initial Intake Fee -
- e) Court Fee Cost/ Consultation

Upon receipt of said statement, Department shall submit a requisition for payment of said services in the customary manner provided for payments utilized by Hidalgo County, Texas.

Department will notify Contractor when state funds are used to pay for services. Contractor will account separately for the receipt and expenditure of state funds received from Department.

Contractor will comply with Department's specified accounting, reporting, and auditing requirements applicable to any state funds paid to Contractor under this Contract. In any event, Contractor agrees to separately account for the receipt and/or expenditure of funds received pursuant to this Contract and to keep adequate books and records of all such receipts and/or expenditures.

6. Contractor must comply with all applicable Department and Hidalgo County policies and with any applicable federal, state, or local laws, regulations, orders or ordinances applicable to the services provided by Contractor under this Contract. Notwithstanding the foregoing sentence, Contractor represents and maintains that it is an independent contractor and is not an employee of Department, Hidalgo County, Texas, or any agency thereof, and represents and warrants that it does not desire or request any fringe benefits provided to employees of Department, Hidalgo County, Texas, and/or any agency thereof, including, but not limited to benefits associated with Hidalgo County's civil service program. Contractor agrees to be responsible for any federal income tax, withholding or social security tax liability that might arise from payments received hereunder.

7. Department and Contractor agree that either party may terminate this contract at any time for any reason or no reason at all upon the giving of thirty (30) days prior written notice to the other party.

8. Department hereby notifies Contractor that this Contract may be wholly or partially funded with state grant funds and as such, this Contract shall be subject to termination without penalty, either in whole or in part, if funds are not available or are not appropriated by the Texas Legislature.

9. Contractor agrees to provide liability insurance covering its activities in providing the Services for Department in an amount not less than the minimum amounts prescribed by the Texas Tort Claims Act, §100.001, et seq., Texas Civil Practices and Remedies Code, and shall furnish County a certificate issued by the professional liability insurance insurer that such insurances is in full force and effect. In addition, Contractor agrees to hold County harmless for any and all claims arising out of any activity conducted by Contractor in providing services under this Contract.

10. Except as otherwise herein provided, Contractor may not assign the obligations or rights under this Contract to any person without the prior written consent of Department.

11. It is intended that the "Term" of the contract will be for an initial period of one (1) year, with County's option to renew/extend for an additional two (2), one (1) year terms, under the same rates, terms 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 term, under the same rates, terms and conditions.

12. Contractor agrees to abide by all appropriate performance standards and sanctions and/or penalties that may be imposed by Department, the Texas Juvenile Probation Commission, and/or the Criminal Justice Division, Office of the Governor pursuant to contracts and/or grant arrangements with such entities, if any.

13. Nothing in this Contract 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 Contract 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 Contract shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

14. Department will conduct regular financial and programmatic monitoring of Contractor if Contractor is paid in whole or in part with state funds to ensure performance of and compliance with contractual provisions between Department and Contractor. If required by the Texas Juvenile Probation Commission, Department will complete and Contractor will cooperate with Department, upon request by Department, in furnishing such information and documentation as Department may require in completing the Texas Juvenile Probation Commission Private Service Provider Contractual Monitoring and Evaluation Report to monitor Contractor's compliance with contractual requirements. If Contractor fails to deliver quality service, fails to achieve the defined goals, outcomes, strategies and outputs set by Department, or if Contractor fails to comply with any conditions in this Contract, then Department shall have the right to terminate this Contract upon the giving of ten (10) days prior written notice to Contractor.

15. No waiver by Department of any breach of any provision of this Contract shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

16. This Contract 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 representation or agreements in connection with this Contract not specifically set forth herein. This Contract may be modified or amended only by agreement in writing executed by Department and Contractor, and not otherwise.

17. This Contract 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.

18. Except as may be otherwise specifically provided in this Contract, all notices, demands, requests or communications required or permitted hereunder shall in writing and shall either be (i) personally delivered against 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 Department:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center
Attention: Israel "Buddy" Silva, Jr.
P.O. Box 267
Edinburg, Texas 78540

If to Contractor:

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 addresses or, if mailed, at such time as it is deposited in the United States mail.

19. 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 Contract.

20. This Contract 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 Contract.

21. All pronouns used in this Contract 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 appropriate.

22. The execution and performance of this Contract by Department and Contractor have been duly authorized by all necessary laws, resolutions or corporate action, and this Contract constitutes the valid and enforceable obligations of Department and Contractor in accordance with its terms.

EXECUTED as of the day and year first written above.

DEPARTMENT:

HIDALGO COUNTY JUVENILE PROBATION DEPARTMENT

BY:_____ DATE:_____

Israel "Buddy Silva, Jr.", Director
and Chief Juvenile Probation Officer

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER

BY:_____ DATE:_____

Hon. Mario E. Ramirez, Jr., 332nd District Court
Juvenile Department Overseer

CONTRACTOR:

BY: _____ **DATE:** _____

Approved as to Form:
Atlas, Hall & Rodriguez, L.L.P.

By: _____ **Date:** _____

DRAFT

EXHIBIT “A”

Requirements/Scope of Services

DRAFT

EXHIBIT “B”

Payment Fee Schedule

DRAFT

EXHIBIT “C”
INSURANCE

REQUEST FOR PROPOSALS (RFP) CHECKLIST
“LICENSED PROFESSIONAL PSYCHOLOGIST(S)”
(Expansion)

RFP No 13-115-00-00-YSI

1. Request for Proposals Letter, consisting of 1 page.
2. Request for Proposal/Request Notice, consisting of 7 pages.
3. Exhibit “A”, Requirements/Scope of Services, consisting of 1 page.
4. Exhibit “B”, Evaluation Criteria, consisting of 2 pages.
5. Exhibit “C”, Insurance Requirements, consisting of 1 page.
6. Exhibit “D”, Conflict of Interest Questionnaire (CIQ), consisting of 1 page.
7. Exhibit “E”, Proposer Affidavit, consisting of 1 page.
8. Proposer/Vendor Application and W-9 Form, consisting of 6 pages.
9. Certification Regarding Debarment, consisting of 1 page.

The above mentioned items shall be found in the Request for Proposals (RFP) 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, Purchasing Agent

Month day, 2013

Date

Month day, 2013

RE: Hidalgo County
Request for Proposals
Licensed Professional Psychologist(s)
(Expansion)
RFP № 13-115 00-00-YS

Dear Respondents:

Enclosed please find a Request for Proposals (RFP) packet for your review and consideration.

Hidalgo County Purchasing Department welcomes and appreciates your participation in the RFP process.

If further assistance is required, please do not hesitate to call the Purchasing Department at (956) 318-2626.

Sincerely

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

MLS/ysi

Enclosures

REQUEST FOR PROPOSALS

Hidalgo County
Edinburg, Texas

“LICENSED PROFESSIONAL PSYCHOLOGIST(S)”
(Expansion)

Draft

Month day, 2013

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



LEGAL NOTICE

RFP NO: 2013-115-00-00-YSI

1. Sealed proposals will be received for Hidalgo County for: **“LICENSED PROFESSIONAL PSYCHOLOGIST(S)” (Expansion)**, in accordance with the requirements attached hereto as Exhibit "A." Proposals should address all requirements set forth. Proposers 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 RFPs 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: 2013-115-00-00-YSI-“LICENSED PROFESSIONAL PSYCHOLOGIST(S)” (Expansion)** and in County's Purchasing Department, **physical address: 2802 S. Business Hwy. 281; mailing address: 2812 S. Hwy. Business 281, New Administration Building, Edinburg, Texas, on or before 9:30 a.m., Wednesday, Month day, 2013.**

NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFP 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 THE FOLLOWING REFERENCE: RFP NO: 2013-115-00-00-YSI - LICENSED PROFESSIONAL PSYCHOLOGIST(S) (Expansion).

WRITTEN QUESTIONS WILL BE ACCEPTED WILL BE ACCEPTED via facsimile to (956) 292-7612 or via e-mail to [salinas@co.hidalgo.tx.us](mailto:info@salinas@co.hidalgo.tx.us) . **NO LATER THAN** Wednesday, **Month day**, 2013 at 4:00 p.m. Responses will be sent to all applicants by Friday, **Month day**, 2013. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

Hidalgo County reserves the right to refuse to accept 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 item(s) listed under this proposal that it deems necessary to accommodate budgetary and/or operational requirements; **B.** right to reject any or all proposals 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 offer or 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 at a County owned or operated location, each proposer 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 dollar amount of 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 open 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 the 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 proposals.
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 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 Proprietors are required to submit a copy of their social security card to the Hidalgo County Auditor's Office in order to establish an account with the County. All awarded vendors must submit a copy of their Federal ID Number Certificate.
15. DELIVERY INSTRUCTIONS: (if applicable)
 - No deliveries accepted after 1:00 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 proposer
 - b) Name and address of receiving department or official
 - c) Purchase Order Number (if any)
 - d) Notation – **“LICENSED PROFESSIONAL PSYCHOLOGIST(S)” (Expansion)**
 - e) Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.
 - f) Contract number must be indicated on all invoices
 - Discount payments will be considered when offered.
 - Contact person for Billing and Payment questions:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center
Maria Elena Gaitan, Accountant
P O Box 267
Edinburg, TX 78540
956-587-6200

17. Schedule of Events

Projected Proposal Opening, 9:30 A.M.,	_____ Month day, 2013
Project/Anticipated Award Date:	_____, 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 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 participants are 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 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, 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 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 CIQ forms to the Hidalgo County Clerk's Office located at 100 N. Clossner, Edinburg, Texas 78539-Hidalgo County Courthouse **COMPLETION AND SUBMISSION OF FORM REQUIRED FOR 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 here 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.
23. 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 proposers' 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 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.
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 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.
26. 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 costs with costs which may be obtained by 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.
27. 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 Proposals 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.
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 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.
30. 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.
31. 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 none conforming.

Request for Proposal
“LICENSED PROFESSIONAL PSYCHOLOGIST(S)”
(Expansion)

RFP NO: 2013-115-00-00-YSI

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 proposer proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned proposer 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.

Proposer 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 receiving proposals, as contained in the Requirements.

Respectfully submitted,

Proposer: _____

Address: _____

By: _____

Printed Name: _____

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER
REQUEST FOR PROPOSAL

“POOL FOR LICENSED PROFESSIONAL
PSYCHOLOGIST(S)”
(Expansion)

RFP NO: 2013-115-00-00-YSI

Overview:

Hidalgo County (hereinafter referred to as “COUNTY”) is soliciting proposals for “Judge Mario E. Ramirez, Jr. Juvenile Justice Center – Licensed Professional Psychologist(s)” in order to establish a “Pool” of Licensed Professional Psychologists” on an “As Needed Basis”. Services “Pool/Roster” shall be for a period commencing on effective date of contract through February 16, 2014 with the County’s option to renew for an additional one (1) year term. The scope of the work/services will encompass all aspects of Judge Mario E. Ramirez, Jr. Juvenile Justice Center and requires extensive knowledge and experience across all lines of coverage. The information provided in the Request For Proposals (hereinafter referred to as “RFP”) is only to be used for the purpose of preparing a proposal for “Licensed Professional Psychologist(s). Requests For Proposals will be accepted until 9:30 A.M., Wednesday, Month day, 2013. ANY RFP RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED.

Deliver Submittal to:

RFP Number: 2013-115-00-00-YSI

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 Opening Date.

The following outlines the Request For Qualifications:

SECTION I -GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION: Hidalgo County is requesting that request for proposals be routed to Martha L. Salazar, CPPB, Purchasing Agent, at:

US Postal Mail Address:

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

WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN Wednesday, Month day, 2013 at 5:00 P.M. at (956) 292-7612. Responses will be sent to all applicants via facsimile by Friday, Month day, 2013. 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 Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encourage to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please submit complete CIQ forms to the Hidalgo County Clerk's Office locate at 100 N. Closner, Edinburg, Texas 78539-Hidalgo County Courthouse COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.

PROPOSER'S AFFIDAVIT:

Prior Contract award, respondents to this RFP must submit a signed Proposer's Affidavit (attached herein in Exhibit E) certainly that the submission is (1) not the result of Collusion as described in the Proposer's Affidavit or that the Respondent has not and will not attempt to lobby directly or indirectly as described in the Proposer's Affidavit.

NON-DISCRIMINATION:

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where religion, sex, national origin or disability is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor.

PROCESSING TIME FOR PAYMENT:

Submitters are advised that a minimum of thirty (30) days is required to process payment.

ELECTRONIC TRANSMISSION OF BIDS:

Hidalgo County's Purchasing Department will not accept geographic or electronically transmitted submissions.

PROOF OF FINANCIAL SOUNDNESS / BUSINESS CREDITABILITY:

Submitters must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these requirements. Hidalgo County will make the final determination as to the submitter's ability.

SUBMITTER DEFAULT:

Hidalgo County reserves the right, in case of submitter default, to procure the articles or services from other sources and hold the defaulting submitter responsible for any excess costs occasioned thereby.

RESTRICTIVE OR AMBIGUOUS REQUIREMENTS:

It is the responsibility of the submitter to review the Request for Proposal (RFP) packet and to notify the Purchasing Department if the requirements are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the requirements or proposers procedures must be received in the Purchasing Department not less than seventy-two hours prior to the time set for the opening. These criteria also apply to requirements that are ambiguous.

HAND DELIVERED PROPOSALS:

Hidalgo County requires submitters, when hand delivering proposals, to make sure that it is stamped with date and time by the County Purchasing Staff.

SIGNING OF PROPOSALS:

In order to be considered all submittals must be signed. Please sign the original in blue ink.

WAIVING OF INFORMALITIES:

Hidalgo County reserves the right to waive minor informalities or technicalities when it is in the best interest of Hidalgo County.

SUBCONTRACTING:

The successful submitter may not subcontract the award without the written consent of the **Board of Judges** of Hidalgo County.

TERM OF CONTRACT:

It is intended that the "Pool Term" of the initial contract term will be from effective date of contract through February 16, 2014, with County's option to renew/extend for an additional one (1) year term, under the same rates, terms, 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 term, under the same rates, terms and conditions.

DAVIS BACON ACT:

All selected and awarded firms are required to include the Davis-Bacon Act when advertising and developing specifications.

SECTION II - RFP REQUIREMENTS

REQUEST FOR PROPOSALS:

The required contents and format for the preparation of the RFP are described in this section. Failure to provide the requested information or adhere to any County limitations will result in disqualification of the submitted RFP. A total of one (1) original and seven (7) copies of the RFP should be submitted and included on the cover letter.

UNDERSTANDING OF THE PROJECT:

This section should demonstrate the proposer's understanding of the project needs, the services required, and any local issues or concerns. Briefly explain how long you have been organized and your business objectives. Explain how long you have been in business. This description should be concise, candid, and limited to 3 pages in length.

FIRM QUALIFICATIONS:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center is soliciting to contract with qualified licensed psychologist (s) who is qualified as a "Licenses Psychologist(s)". The person(s) directly performing the counseling services are required to be licensed psychologist(s). Credentials, qualifications to perform necessary services must be submitted. Photostat copies are acceptable.

PERSONNEL AND STAFFING:

The proposers should provide an organizational chart for the project and a summary paragraph of the project work to be performed by each proposed staff member. Biographic summaries that highlight the experience relevant to the specific project responsibilities should be provided for all proposed personnel. There is a one (1) page limitation for each biographic summary provided. Information regarding the firm's credentials, education and experience with other "Juvenile Probation Entities" is required and will be scored accordingly during the evaluation process.

REQUIRED CERTIFICATES AND SUBMITTAL:

This section will contain any/all licenses, registrations, permits, and certifications as required by the STATE OF TEXAS and HIDALGO COUNTY that you possess that deem you as a qualified licensed psychologist(s).

If proposer/vendor cannot meet any of the following services/responsibilities, such exceptions must be noted on the company's cover letter.

SCOPE OF SERVICES:

Judge Mario E. Ramirez, Jr. Juvenile Justice Center is soliciting to contract and establish a "Pool" of qualified licensed psychologist(s) who are qualified to provide services and expertise and licensed as "Licensed Psychologist" and meet the following specifications/requirements:

1. Provide to department and its clients the services required of a licensed professional psychologist until replaced by department. These services include but are not limited to:
 - a. Conducting psychological examinations of the Clients as required by the Department;
 - b. Conducting other evaluations and tests on each Client as required by the Department;
 - c. Interpreting the results of any test conducted under (b) or (c) above and submitting a written report to Department of the results of such test and examinations, as required by Department;
 - d. Developing implementing and monitoring appropriate counseling programs for the Client based on Contractor's experience, professional training and personal observations; and
 - e. Serving on general call on a daily basis, except when out of town. All records, notes and/or reports created by Contractor and relating to services provided under this service shall be retained by Contractor for a minimum of three (3) years following the termination of the contract and thereafter, until any pending audit or litigation and all questions arising therefrom concerning such records are resolved by a final unappeasable determination of any applicable court or agency. Proposer agrees to provide Department, the Texas Juvenile Justice Department, and their employees, attorneys, and/or independent auditors access to such books and/or records to the extent permitted by any obligation of confidentiality between or among the Client and the proposer, and;
 - f. Conducting individual family and/or group counseling appropriate for the needs of each Client on an as needed basis as needed.
2. Proposer represents that it employs a licensed professional psychologist by the State of Texas and qualified to perform and execute the services provided above.
3. Proposer must not be ineligible to receive specified grant, loan or payment as under Section 236.006, Texas Family Code.
4. Proposer shall prepare, maintain and submit all records that are designated, required or prescribed by either Department or the Texas Juvenile Justice Department. In addition, proposer shall permit Department and the Texas Juvenile Justice Department to audit or inspect records and reports, review services and/or evaluate the performance of the services provided at any time. Proposer shall provide reasonable access to all records, books, reports and other pertinent data and information needed to accomplish reviews of activities, services and expenditures of the Department.
5. Proposer shall adopt and implement workplace guidelines concerning persons with AIDS and HIV infection and shall develop and implement guidelines regarding confidentiality of AIDS and HIV-related medical information for employees of proposer and for Clients, inmates, patients and/or residents served by proposer.
6. Proposer agrees to separately account for the receipt and/or expenditure of funds received pursuant to Department's services.
7. Proposer shall provide and maintain liability insurance covering its activities in providing the services for the Department in an amount not less than the minimum amounts prescribed by the Texas Tort Claims Act § 100.001, et seq., Texas Civil Practices and Remedies Code and shall furnish Department a certificate issued by the insurer that such insurance is in full force and effect.
8. Proposer agrees to abide by all appropriate performance standards and sanctions and/or penalties that may be imposed by Department, the Texas Juvenile Justice Department, and /or the Criminal Justice Division, Office of the Governor pursuant to contracts and/or grant arrangements with such entities, if any.
9. Department will conduct regular financial and programmatic monitoring of proposer if proposer is paid in whole or in part with state funds to ensure performance of and compliance with contractual provisions between Department and proposer. If required by the Texas Juvenile Justice Department, Department will complete and proposer will cooperate with Department, upon request by Department, in furnishing such information and documentation as Department may require in completing the Texas Juvenile Justice Department Private Service Provider Contractual Monitoring and Evaluation Report to monitor proposer's compliance with contractual requirements.

PROPOSERS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:

Proposer(s) is to provide a standard fee proposal per psychological evaluation, psychological evaluation update/addendum, individual and/or family counseling, and group counseling based on the scope of services/work requested. Cost(s) to include all typed and signed documentation/reports to the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center". The department will not be financially responsible for missed appointments.

All/Any costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the proposer and not reimbursements for such charges or expenses shall be passed onto Hidalgo County / Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

NUMBER OF COPIES TO BE SUBMITTED:

Hidalgo County requires one (1) original submittal and seven (7) copies.

SECTION III – SELECTION/EVALUATION/RANKING

SELECTION/EVALUATION/RANKING PROCESS:

The evaluation consists of a 100-point scoring system based on the "Evaluation Criteria"-Exhibit B. The participants will be ranked after evaluation of "Pool/Roster" by **Hidalgo County Board of Judges**. Categories under the 100-point system include response to RFP. RFP submittal evaluation is based on the criteria outlined below.

- (A) **The Hidalgo County Board of Judges and/or** an Evaluation Committee (selected and/or designated by **Hidalgo County Board of Judges** will review, score and evaluate the RFPs received in response to this "Request For Proposals".
- (B) After the RFPs have been reviewed, scored and evaluated, the committee will present the "Pool/Roster" grid to the **Hidalgo County board of judges** for the purpose of ranking.

Proposals will be graded on a 100-point system with emphasis on ability to service Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

1. **LICENSED PSYCHOLOGIST(S):** (30 Points)
The "Licensed Psychologist(s) should provide information related to its Qualifications. The "Licensed Psychologist(s) must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by the State of Texas and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the Services" as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.
2. **UNDERSTANDING THE SERVICES/METHODOLOGY:** (20 Points)
The "Licensed Psychologist(s)" must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the "Licensed Psychologist" by the "Judge Mario E. Ramirez, Jr. If the "Psychologist" currently has an active practice, the "Psychologist" must state in detail how services and requirements will be rendered as detailed for the "Request For Proposal". Psychologist(s) should include any local issues or concerns that directly affect the "Psychologist(s) understanding of the project.
3. **COST:** (20 Points)
Provide fee cost based per psychological evaluation, psychological evaluation update/addendum, individual and/or family counseling, and group counseling as requested in scope of services and requirements.
4. **ABILITY TO COMMIT TO ALL REQUIRED "SERVICES"** (30 Points)
The "Licensed Psychologist(s)" should provide as much background information as to its experiences in providing similar counseling services to juveniles, parents, groups, etc."

NEGOTIATION PROCESS:

Compliance with all requirements, the most cost productive, qualified, experience, efficient and effective plan in order to create a "Pool/Roster" will be reviewed and considered in order to create "Pool/Roster". Emphasis will be placed on qualifications, experience, capability to perform the services as well as meeting the needs of the "Judge Mario E. Ramirez, Jr. Juvenile Justice Center for" - "Licensed Professional Psychologist(s) Services". Accuracy and completeness are essential. Hidalgo County / Judge Mario E. Ramirez Jr., Juvenile Justice Center reserves the right to reject any and all RFPs.

RFP SUBMITTED TO: An original and seven (7) copies of RFPs should be submitted to:

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

RFPs must be submitted by no later than 9:30 a.m. on Wednesday, Month day, 2013. All costs and expenses associated with the preparation and submission of (rfp's, bids, proposals and/or quotes) shall be the responsibility of the participant and no reimbursement for such charges or expenses shall be passed onto Hidalgo County / Judge Mario E. Ramirez, Jr. Juvenile Justice Center.

Draft

SELECTION/EVALUATION/RANKING CRITERIA

The evaluation consists of a 100-point scoring system based on the "Evaluation Criteria"-Exhibit B. Hidalgo County Board of Judges and/or an Evaluation Committee (selected and/or designated by Hidalgo County Board of Judges) will review, score and evaluate the RFPs received in response to this "Request For Proposals" in order to establish a "Pool/Roster" of "Licensed Psychologist(s)".

After the RFPs have been reviewed, scored and evaluated, the committee will present a "Pool/Roster" grid to **Hidalgo County Board of Judges for the purposes of ranking.**

Proposals will be graded on a 100-point system with emphasis on ability to service "Judge Mario E. Ramirez, Jr. Juvenile Justice Center".

1. **LICENSED PSYCHOLOGIST(S):**

The "Licensed Psychologist(s) should provide information related to its qualifications, experience. The "Licensed Psychologist(s) must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by state of Texas and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the services as required. A list of, and scope of, similar projects for comparative purposes shall be included in response.

2. **UNDERSTANDING THE SERVICES/METHODOLOGY:**

The "Licensed Psychologist(s) must state, the approach and /or methodology for achieving and rendering all services detailed and required as the "Licensed Psychologist(s)" by the Judge Mario E. Ramirez, Jr. Juvenile Justice Center. If the psychologist currently has an active practice, the psychologist must explain how services and requirements will be rendered as detailed for the "Request For Proposal". Psychologist(s) should include any local issues or concerns that directly affect the psychologist(s) understanding of the project.

3. **COST:**

Provide fee cost based per psychological evaluation, psychological evaluation update/addendum, individual and/or family counseling, and group counseling as requested in scope of services and requirements

4. **ABILITY TO COMMIT TO ALL REQUIRED "SERVICES":**

The "Licensed Psychologist(s) should provide as much background information as to its experiences in providing similar services to juveniles, parents, etc.

JUDGE MARIO E. RAMIREZ, JR. JUVENILE JUSTICE CENTER
"POOL FOR LICENSED PSYCHOLOGIST(S)"
RFP NO: 2013-115-00-00-YSI
RFP EVALUATION FORM

Selection Criteria

Points

Score

1. LICENSED PROFESSIONAL COUNSELOR(S):

The "Licensed Psychologist(s)" should provide information related to its qualifications, experience. The "Licensed Psychologist(s)" must be registered and licensed to practice in the State Of Texas. Must provide a copy of certificates, licenses, permits, etc., required by state of Texas and any other credentials/registrations or other pertinent information that demonstrates qualifications to perform the services as required. A list of, and scope of, similar projects for comparative purposes shall be included in response

30 Points

Comments/Rationale For Points: _____

2. UNDERSTANDING THE SERVICES/METHODOLOGY:

The "Licensed Psychologist(s)" must state, the approach and /or methodology, in achieving and rendering all services detailed and required as the "Licensed Psychologist" by the "Judge Mario E. Ramirez, Jr. If the "Psychologist" currently has an active practice, the "Psychologist" must state in detail how services and requirements will be rendered as detailed for the "Request For Proposal". Psychologist(s) should include any local issues or concerns that directly affect the "Psychologist(s) understanding of the

20 Points

Comments/Rationale For Points: _____

3. COST:

Provide fee cost based psychological evaluation, psychological evaluation update/addendum, individual and/or family counseling, and group counseling as requested in scope of services and requirements

20 Points

Comments/Rationale For Points: _____

4. ABILITY TO COMMIT TO ALL REQUIRED "SERVICES"

The "Licensed Psychologist(s)" should provide as much background information as to its experiences in providing similar counseling services to juveniles, parents, groups, etc."

30 Points

Comments/Rationale For Points: _____

Total Score

Provider: _____

Evaluator: _____ Date: _____

EXHIBIT "C"
Insurance Requirements
(Physicians)

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. Professional liability insurance policy with limits of at least Five Hundred Thousand Dollars (\$500,000.00) per occurrence, or limited to claims made, including at least a five (5) year extended reporting period.
2. A Five Hundred Thousand Dollars (\$500,000.00) Comprehensive General Liability insurance policy providing additional coverage to all underlying liabilities of County.
3. 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 Dollars (\$500,000.00) arising out of the services provided to County hereunder.
4. Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;
5. 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 THEIR 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				EACH OCCURRENCE \$
	☐ COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire) \$
	☐ CLAIMS MADE OCCUR				MEDICAL (Any one person) \$
	☐ OWNER'S & CONT. PROT				PERSONAL & ADV INJURY \$
	☐ OWNER'S PROTECTIVE LIABILITY				GENERAL AGGREGATE \$
	☐ GEN'L AGGREGATE LIMIT APPLIES PER:				PRODUCTS - COMP/OP \$
	☐ POLICY ☐ PROJECT ☐ LOC				
B	AUTOMOBILE LIABILITY				COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO				BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$
	☐ HIRED AUTOS				UTO ONLY-EA ACCIDENT \$
	GARAGE LIABILITY				OTHER THAN AUTO ONLY EA ACC AGG \$
	☐ ANY AUTO				EACH OCCURRENCE \$
					AGGREGATE \$
C	EXCESS LIABILITY				
	☐ OCCUR ☐ CLAIM				
	☐ DEDUCTIBLE				
	☐ RETENTION \$				
D	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY				WC STATU- ☐ OTHER 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 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

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 award of the project by the Hidalgo County Commissioners' Court;

will acquire additional amount needed to meet the County's requirements within 10 working days after notification from Purchasing Department of award of the project by the Hidalgo County Commissioners' Court; currently carry the following:

Professional Liability (Errors & Omissions): \$ _____

Automobile Liability: \$ _____ General Liability: \$ _____

have already been met, see attached copy of certificate of insurance.

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 the project 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 award of the project to be rescinded and then re-awarded to next qualified vendor. 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 BE ACCOMPANY YOUR RESPONSE

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 project, 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 or response.**

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 B, C, and 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, if 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 or 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

PROPOSER'S AFFIDAVIT
Exhibit "E"

PROPOSER'S AFFIDAVIT OF NON-COLLUSION NON-CONFLICT OF INTEREST, AND ANTI-LOBBYING
--

STATE OF TEXAS
COUNTY OF HIDALGO

Affiant, _____, being first duly sworn, deposes that:

(1) Affiant does hereby state neither the Proposer nor any of the Proposer's officers, partners, owners, agents, representatives, employees, or parties in interest, has in any way colluded, conspired, agreed, directly or indirectly with any person, firm, corporation, or other proposer, or potential proposer, to provide any money or other valuable consideration for assistance in procuring or attempting to procure a contract or fix the prices in the attached proposed or the proposal of any other proposer, and further states that no such money or other reward will be hereinafter paid.

(2) Affiant further states they have neither recommended or suggested to Hidalgo County or any of its officials or employees, any of the terms or provisions set forth in their Request for Proposal and subsequent agreement, except at a meeting open to all interested proposers, of which proper notice was given.

(3) Affiant, further states their officers, employees, or agents have not, and will not attempt to lobby, directly or indirectly, the Hidalgo County Commissioner's Court between proposal submission date and award by the Hidalgo County Commissioner's Court.

(4) Affiant further states no officer, or stockholder of the Proposer, a member of the staff, or related to any employee of the Hidalgo County except as noted herein below:

Signature/Title: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

My commission expires: _____, 20____.

**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) S.S. No. _____			
State of Incorporation: _____ Domicile: _____ Owner: _____			
Type of Business (check one) _____ Manufacturer _____ Wholesale _____ Retailer _____ Broker _____ Distributor _____ Service Organization _____ Other Spec			
Name & Title of Person(s) Authorized to Sign Bid Proposal and/or Contracts: _____			
<u>Small and/or Disadvantaged Business Information (check application criteria)</u>			
<u>Small Business:</u>		<u>Disadvantaged Business (At Least 51% Ownership)</u>	
☐ Less than 125,000 annual gross receipt		☐ Black American	
☐ Less than 250,000 annual gross receipt		☐ Hispanic American	
☐ Less than 499,000 annual gross receipt		☐ Asian Pacific American	
☐ More than 500,000 annual gross receipt		☐ 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	
<u>To Be Completed by the County:</u> 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: _____

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.) City, state, and ZIP code	
List account number(s) here (optional)		
Requester's name and address (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:

- The number shown on this form is my correct taxpayer identification number (or I am awaiting a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, (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
- 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:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- 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 March 30, 1983) 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 example, during the year, you must inform 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 you are a joint owner, 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 year under the Investment Company Act of 1933,
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 payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN, and you intend to apply for one soon.

Caution. A disregarded domestic entity that has a foreign owner must use the appropriate Form 1099-NEC.

Part III. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, below, and items 4 and 5 on page 4 indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on the "Name" line must sign. Exempt payees, see *Exempt Payee* on page 3.

Signature requirements. Complete the certification as indicated in items 1 through 3, below, and items 4 and 5 on page 4.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ³ 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 ⁴
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 email and websites. The most common act is sending an email to a user falsely claiming to be an established business to entice the user 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 their Social Security 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.

AI-38030

8. E.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Martha L. Salazar

Submitted By: Moises Salazar, PURCHASING
DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval of Request for Payment-Application No. 3 in the amount of \$54,150.00 from HighMark Construction Company, LLC, awarded contractor for the,"Additions and Renovations to the WIC Clinic/Offices located at 3105 E. Richardson, Edinburg, TX"(C-12-021A-09-25), as certified for payment by project architect, Dannenbaum Engineering Company, with authority to issue payment after audit and processing procedures are completed by County Auditor.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1292-441-00-350-001-3-720

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO No. 684760 for Highmark Construction Co, LLC; funds available as of 04-03-13. This PO covers half of the contract amount of \$465,000.00.

Attachments

HighMark Pay Appl. 3

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/11/2013 10:36 AM
Budget & Management	Merlen P. Munoz	04/11/2013 04:15 PM
Olga Garza	Olga Garza	04/12/2013 10:26 AM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Moises Salazar		Started On: 04/03/2013
	Final Approval Date: 04/12/2013	

TRANSMITTAL LETTER

DEC DANNENBAUM ENGINEERING COMPANY- MCALLEN LLC

1109 Nolana Loop, Suite 208, McAllen, Texas 78504 (956)682-3677 O (956) 686-1822 F

PROJECT: Hidalgo County Precinct No. 4-
(Name, address) Structures/Bldgs.-Prof Services for
Architectural Services

PROJECT NO. 4525-01

TO: Hidalgo County WIC Program
3105 West University Drive
Edinburg, Texas 78539

DATE: 04/01/2013

ATTN: Norma Longoria
Hidalgo County WIC Director

If enclosures are not noted, please inform us immediately.

If checked below, please:

() Acknowledge receipt of enclosures.

() Return enclosures to us.

WE TRANSMIT:

☒ herewith _____ under separate cover via: _____
_____ in accordance with your request _____

FOR YOUR:

☒ approval & signature _____ distribution to parties _____ information _____ use
_____ review & comment ☒ record (s)
_____ Other: _____

THE FOLLOWING:

_____ Drawings _____ Shop Drawings Prints _____ Samples
_____ Specifications _____ Shop Drawing Reproducibles _____ Product Literature
_____ Change Order ☒ Other **SEE BELOW**

Copies	Date	Rev. No.	Description	Action Code
3	04/01/2013	ORIGINAL	Contractors application for payment No.3 for the above referenced project.	E

ACTION CODE

A. Action indicated on item transmitted
B. No Action Required
C. For signature and return to this office

D. For signature and forwarding as noted below under remarks
E. See REMARKS below

REMARKS: Please call our office if you have any questions. Thank you.

COPIES TO:

File: 4525-01

Norma L Longoria

BY:

Steven L McGarraugh, AIA

Steven L. McGarraugh, AIA
Project Architect

(with enclosures)

M:\1540\4525-01\Transmittals\Transmittal Letter - 4525-01 WIC Dept. (040113).doc

PAYMENT APPLICATION

Page 1

TO:	Hidalgo County 2812 S. Bus. 281 Edinburg, Texas 78539 Attn: Martha Salazar	PROJECT NAME AND LOCATION:	Hidalgo County WIC Clinic Hidalgo County WIC Clinic Addition 3105 E. RICHARDSON RD. Edinburg, Texas 78539	APPLICATION #	3	Distribution to:	
FROM:	HighMark Construction Company, LLC 2016 S. 45th St. McAllen, Texas 78503	ARCHITECT:	Dannenberg Engineering Company 1109 Nolana Loop Suite 208 McAllen, Texas 78504	PERIOD THRU:	02/25/2013	☒ OWNER	
FOR:	WIC Clinic Addition			PROJECT #s:		☒ ARCHITECT	
				DATE OF CONTRACT:	10/24/2012	☒ CONTRACTOR	

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below. Continuation Page is attached.

1. CONTRACT AMOUNT	\$465,000.00
2. SUM OF ALL CHANGE ORDERS	\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$465,000.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$227,000.00
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$11,350.00
b. 5.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$11,350.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$215,650.00
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$161,500.00
8. PAYMENT DUE	\$54,150.00
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$249,350.00

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	\$0.00

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: HighMark Construction Company, LLC

By: 
Carlo Cantu

Date:

2-25-2013

State of:

County of:

Subscribed and sworn to before

me this 25th day of Feb 2013

Notary Public:

My Commission Expires: 4-4-2016



ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT: \$54,150.00

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT:

Steve McGarraugh, AIA

By:

Date:

4/1/2013

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

PAYMENT APPLICATION

Quantum Software Solutions, Inc. Document

CONTINUATION PAGE

PROJECT: Hidalgo County WIC Clinic
 Hidalgo County WIC Clinic Addition
 APPLICATION #: 3
 DATE OF APPLICATION: 02/25/2013
 PERIOD THRU: 02/25/2013
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A	B	C	D	E		F	G		H	I
ITEM #	WORK DESCRIPTION	SCHEDULED AMOUNT	COMPLETED WORK		STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)	BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)	
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD						
1	General Conditions	\$50,000.00	\$40,000.00	\$7,000.00	\$0.00	\$47,000.00	94%	\$3,000.00	\$2,350.00	
2	Site Work	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100%	\$0.00	\$750.00	
3	Reinforcing Steel	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100%	\$0.00	\$500.00	
4	Concrete Works	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100%	\$0.00	\$1,000.00	
5	Doors, Frames, Hardware	\$25,000.00	\$10,000.00	\$7,000.00	\$0.00	\$17,000.00	68%	\$8,000.00	\$850.00	
6	Metal Studs, Susp. Clg, Sheetrock	\$30,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	50%	\$15,000.00	\$750.00	
7	Painting	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,000.00	\$0.00	
8	Millwork	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,000.00	\$0.00	
9	Flooring & Tile Works	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$15,000.00	\$0.00	
10	Structural Steel	\$40,000.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	75%	\$10,000.00	\$1,500.00	
11	Roofing	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$40,000.00	\$0.00	
12	Mechanical	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$50,000.00	\$0.00	
13	Electrical	\$75,000.00	\$5,000.00	\$15,000.00	\$0.00	\$20,000.00	27%	\$55,000.00	\$1,000.00	
14	Plumbing	\$27,000.00	\$20,000.00	\$3,000.00	\$0.00	\$23,000.00	85%	\$4,000.00	\$1,150.00	
15	Demolition	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,000.00	\$0.00	
16	Signage	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,000.00	\$0.00	
17	Toilet Accessories	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,000.00	\$0.00	
18	Project Management & Closeouts	\$40,000.00	\$20,000.00	\$10,000.00	\$0.00	\$30,000.00	75%	\$10,000.00	\$1,500.00	
	TOTALS	\$465,000.00	\$170,000.00	\$57,000.00	\$0.00	\$227,000.00	49%	\$238,000.00	\$11,350.00	

AI-38013

8. F.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Richard Sunday, Facilities Mgt.

Submitted By: Rocio Villarreal, PURCHASING
DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval for Invoice 471001/01/XV in the amount of \$86,593.71, from Dannenbaum Engineering Co., contracted architect for "Architectural Services Courthouse Annex Additions."
C-12-204A-09-25

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1342-419-40-220-048-0-720

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

PO 689982 for Dannenbaum Engineering Corporation

Amount available as of 4/5/2013 \$115,179.62

Less Invoice #471001/01/XV Payment \$(86,593.71)

Amount o/s pending to be paid \$28,585.91

Attachments

Invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/04/2013 02:54 PM
Budget & Management	Angela Garcia	04/05/2013 07:51 AM
Obdett Calzada	Obdett Calzada	04/05/2013 03:09 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Rocio Villarreal		Started On: 04/03/2013 10:47 AM
	Final Approval Date: 04/12/2013	

DANNENBAUM ENGINEERING COMPANY - McAlLEN LLC

1109 NOLANA LOOP, SUITE 208 McAlLEN, TEXAS 78504 (956) 682-3677

RECEIVED

By Oscar Garza at 1:41 pm, Mar 26, 2013

March 13, 2013

County of Hidalgo
2802 South Business Hwy 281
Edinburg, Texas 78539

Attn: Oscar Garza

**Ref: Hidalgo County Precinct 4 – Architectural Services
Court House Annex Additions**

Subj: Submittal of Invoice 471001/01/XV

Dear Mr. Garza,

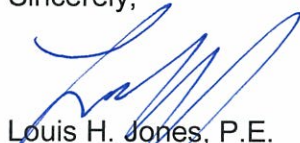
Enclosed please find Invoice 471001/01/XV related to architectural services performed to date for the referenced project.

The billing is for Services completed form 10/01/2012 through 02/01/2013.

Total due this invoice is: \$86,593.71.

If you have any questions, please feel free to contact me at (956) 682-3677.

Sincerely,



Louis H. Jones, P.E.
President

Cc: Steve McGarraugh, AIA – Dannenbaum Engineering Company – McAllen, LLC
Richard D. Seitz, P.E. – Dannenbaum Engineering Company – McAllen, LLC
Francisco J. Montano Jr. – Dannenbaum Engineering Company – McAllen, LLC

Dannenbaum Engineering Company-McAllen LLC

1109 NOLANA, SUITE 208 • MCALLEN, TEXAS 78504 (956) 682-3677

Building Repairs and/or Additions, Renovations and Alternations to the Hidalgo County Courthouse Modular Annex located at 100 North Closner Boulevard, Edinburg, Texas, within Hidalgo County Precinct No. 4

Date: March 13, 2013

DEC Project Number: 471001

Hidalgo County Project No:

Invoice Number: 471001/01/XV

Billing Period: 10/01/2012 thru 02/01/2013

Monthly Billing Statement						
	Budget	Percentage Complete	Earned to Date	Previously Invoiced	Current Billing	Remaining
PRELIMINARY DESIGN						
Project Meetings & Coordination	\$ 732.72	100%	\$ 732.72	-	\$ 732.72	\$ -
Data Gathering & Design Criteria	\$ 1,831.80	100%	\$ 1,831.80	-	\$ 1,831.80	\$ -
Preliminary Design	\$ 3,579.12	100%	\$ 3,579.12	-	\$ 3,579.12	\$ -
FINAL DESIGN						
90% Plans	\$ 15,126.80	100%	\$ 15,126.80	-	\$ 15,126.80	\$ -
Final Plans	\$ 3,110.10	100%	\$ 3,110.10	-	\$ 3,110.10	\$ -
CONSTRUCTION PHASE						
Construction Phase	\$ 6,323.34	35%	\$ 2,213.17	-	\$ 2,213.17	\$ 4,110.17
Closeout Phase	\$ 1,600.74	0%	\$ -	-	\$ -	\$ 1,600.74
SUBCONSULTANTS						
Survey/Civil & Electrical Eng.	\$ 60,000.00	100%	\$ 60,000.00	-	\$ 60,000.00	\$ -
Structural Engineering	\$ 4,000.00	0%	\$ -	-	\$ -	\$ 4,000.00
Landscape Architecture & Irrigation	\$ 13,000.00	0%	\$ -	-	\$ -	\$ 13,000.00
Geotechnical Testing & Report	\$ 5,000.00	0%	\$ -	-	\$ -	\$ 5,000.00
TAS Accessibility Review & Inspection	\$ 875.00	0%	\$ -	-	\$ -	\$ 875.00
REIMBURSABLE EXPENSES						
	\$ -		\$ -	-	\$ -	\$ -
	\$ 115,179.62	75%	\$ 86,593.71	\$ -	\$ 86,593.71	\$ 28,585.91
Amount Due This Invoice						
					\$ 86,593.71	

AI-38181

8. G.

CC CONSENT

Meeting Date: 04/16/2013

Submitted By: Tanya Delira, PURCHASING
DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Pct. 2 Administration Office:

Requesting authority to enter into a 36 month copier lease agreement with Canon thru our membership/participation with TPASS 985-L2 thru requisition #233802 (New Administration Building) in the amount of \$104.14/month with a \$35.29 maintenance fee effective upon approval.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1200-431-00-122-005-0-XXX

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

3-1200-431-00-122-005-0-780 (Pct 2 ADM-Capital Leases) available balance of \$216.26 as of 4/12/2013.

3-1200-431-00-122-005-0-432 (Pct 2 ADM- Equip & Veh R&M Srv) available balance of \$2,682.39 as of 4/12/2013.

Re: Req# 233802: Money available in Req. in the amount of \$1,254.87 to cover payments for the remaining of the year.

Attachments

Canon Backup

Form Review

Inbox	Reviewed By	Date
Budget & Management	Merlen P. Munoz	04/11/2013 04:23 PM
Obdett Calzada	Obdett Calzada	04/12/2013 01:32 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Tanya Delira		Started On: 04/11/2013 11:50 AM
	Final Approval Date: 04/12/2013	

Requisition

Req # 00233802

PO #

Date: 03/22/13

Bill To: x
x

Vendor : 179272

CANON FINANCIAL SERVICES INC.
14904 COLLECTIONS CENTER DRIVE
CHICAGO IL 60693-0149
FAX (800)220-0723

Ship To: HIDALGO CO. PCT 2
300 WEST HALL ACRES, SUITE G
PHARR TX 78577

Contact: YOLI CISNEROS
956-787-1891

Contract No: TPASS CATALOG 985-

Special Instructions:
REQ. #0072

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
9.00	MONTH	ADMINISTRATION DEPARTMENT / HALL ACRES BLDG. T-PASS CATALOG #985-L2 / APPROVED ON CC 4/9/2013 FOR 36 MONTHS DO NOT DUPLICATE ORDER CANON IR-4025 ADVANCE COPIER FOR 36 MONTH	104.14	937.26
9.00	MONTH	LEASE PLAN @ \$81.58 CABINET TYPE G @ \$1.54 DADF AGI (Automatic Duplexing Document Feeder) AB1 @ \$8.16 INNER FINISHER-D1 @ \$12.86 WITH SERVICE TO INCLUDE 8,000 COPIES PER MOTH AND OVERAGES @ \$0.00660 EACH COPY Account No 3-1200-431-00-122-005-0-432 3-1200-431-00-122-005-0-780	35.29	317.61
			Encumbrance	
			317.61	
			937.26	
			Freight	.00
			Total	1,254.87
		BLANKET PO FOR NEW COPIER SERVICES		
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____



CANON USA INC C/O CANON FINANCIAL SERVICES
14904 COLLECTIONS CENTER DR
CHICAGO, IL 60693-0149

23802
Date: **2/27/2013**
Sales Rep: Eunice Saenz
Expires: 4/30/2013

PROPOSAL FOR:

Hidalgo County Commissioner Pct.#2
300 West Hall Acres Suite G
Pharr, Texas 78589

Yoli Cisneros
Yolanda.cisneros@co.hidalgo.tx.us
956-787-1891

CANON IR-4025 Multi-Function System (Network Print and Scan)

Standard Specifications:

- 25 Copies or Prints Per Minute
- 1200 X 1200 DPI True (Print) Resolution
- Automatic Tray-less Duplexing (2 sided output)
- 2 X 550 Sheet User Adjustable Paper Cassettes & 80 Sheet Stack Bypass
- UFR II Printing (Network Print Ready) plus standard USB
- Network Scan Ready (Scan to folder or Scan to e-mail - in color)
- Memory - Standard 1.25 GB RAM Plus 80GB HD Drive
- Intuitive Touch Color Screen User Interface
- Fast Warm-up 38 sec from power on and 10 sec or less from sleep mode
- Dept ID Management (Individual User Codes)
- Various Digital Imaging Features and Enhanced Security Features
- Copy Ratio - Automatic from 25% to 400%
- Copy Job Reservation - pre-programmed jobs
- Mail Box Functionality (100 Users) Stores frequently used forms
- See Brochure for more details, features and accessories

ITEM NUMBER	MAKE / DESCRIPTION	
IR-4025	Canon IR-4025 Advance Copier	\$81.58
6543B001	Cabinet Type-G	\$1.54
4805B002	Canon DADF AG1	\$8.16
4808B001	Inner Finisher-D1	\$12.86
	Total equipment payment	\$104.14

STATE OF TEXAS TPASS CATALOG 985-L2

36 month payment with monthly service charge of \$35.29 is \$139.43 monthly

Service Plan: State Contract maintenance plan includes parts, labor, toner, drums and staples.
Service plan for **8,000 copies per month billed at \$ 35.29 with overages billed at \$.00660**

Eunice Saenz

Customer's Signature of Acceptance

CGI Government Specialist - Eunice Saenz

____/____/____
Date

____/____/____
Date

Canon

985 L2 Catalogue Quote Lease or Rental

CPA Vendor #	15954	Vendor: Reflect this Number on all Correspondence and Invoices.	
Payee ID#:	1-13-256-1772-501-035		
Vendor Name:	Canon USA Inc.C/O Canon Financial Services		
Address:	14904 COLLECTIONS CENTER DR		
City, State, Zip	Chicago, IL 60693-0149	Quote No.	C815-022713-ES
		Date:	February 27, 2013.
		Contract No.	985 L2 Catalogue

Customer Name/Invoice Address:	Address for Delivery:
Hidalgo County Commissioner Pct.No2	Hidalgo County Commissioner Pct. No.2
300 West Hall Acres Suite G	300 West Hall Acres Suite G
Pharr, Texas 78577	Pharr, Texas 78577

Agency Point of Contact:	Yoli Cisneros	Phone:	(956) 787-1891
		E-Mail:	yolanda.cisneros@co.hidalgo.tx.us
Agency Accounts Payable Contact:		Phone:	
		E-Mail:	
	Quoting Dealer Address:	Copy Graphics 221 N. 10th St. Mcallen,Tx 78501	
Dealer Authorized Signature	Quoting Dealer Phone:	956-631-0205	

****STATE SALES TAX EXEMPTION CERTIFICATE REQUIRED FOR EVERY ORDER.****

Class/Item	Description	Quantity	Unit Price	Total
985-58	imageRunner 4025 -Up to 25 copies per minute unit	36	\$81.58	\$2,936.88
985-58	Automatic Duplexing Document Feeder AB1	36	\$8.15	\$293.76
985-58	Inner Finisher D1	36	\$12.86	\$462.96
985-58	Cabinet Type G	36	\$1.54	\$55.44
				\$0.00
	CANON imageRunner 4025 ENVIRONMENTALLY FRIENDLY			\$0.00
	FIRST CHOICE			\$0.00
985-58	Service to include 8,000 copies per month, and overages @	36	\$35.29	\$1,270.44
	\$0.00660 each copy.			\$0.00
	(36 Month Lease at \$139.43 per month)			\$0.00
	Servicing Dealer : Copy Graphics Inc			\$0.00
	221 N. 10th St. McAllen, Texas 78501 (956) 631-0205			\$0.00
Monthly Unit Total			\$139.43	
Total - Page 1				\$5,019.48

Canon 985 L2 Catalogue Quote

Continuation Page

Quote No. _____

[illegible]

yoli

From: Eunice Saenz [esaenz@copyg.com]
Sent: Wednesday, February 27, 2013 2:55 PM
To: yoli
Subject: Canon Quote
Attachments: image001.gif; image006.jpg; image003.jpg; image005.jpg; C815-022713-ES.pdf; iR4025.pdf

Yoli,

Good afternoon,

Here is a quote that I prepared for you, this unit is very similar to the one at the Community Center, but it is a brand new model in the Contract, the least amount of copies that it comes with is 8,000 copies per month, please review it and let me know if the \$139.43 monthly payment will be satisfactory for you and your budget.

Thank you again!!!

Eunice Saenz

Government Executive

Copy Graphics Inc.

☎ (956) 631-0205x 16

~ (956) 630-2628

✉ esaenz@copyg.com



Every great dream begins with a dreamer. Always remember, you have within you the strength, the patience, and the passion to reach for the stars to change the world.

Harriet Tubman

Canon strives to make products that are environment-and people friendly throughout the entire Product lifecycle.

 Please consider the environment before printing this email.

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	985-12	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	985-12	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	985-12	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	985-12	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	985-12	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	985-12	3/4/2013	WC7120P	\$233.38	N	N	36	60	\$8,401.68	\$8,401.68	Capital Lease						
3/5/2013	170	AUDITOR	231447	985-12	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	985-12	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	985-12	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	985-12	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	985-12	3/26/2013	WC5845P	\$177.09	N	N	36	60	\$6,195.24	\$6,195.24	Capital Lease						
4/24/2013	260	Right of Way Dept	234582	985-12	4/24/2013	WC7556	\$495.77	N	N	36	60	\$17,847.72	\$17,847.72	Capital Lease						
4/16/2013	122	Pct 2 Admin Dept	233802	985-12	4/16/2013	IR-4025	\$104.14	N	N	36	60	\$3,749.04	\$3,749.04	Capital Lease						
												\$0.00								

AI-38171

8. H.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Martha L. Salazar

Submitted By: Oscar Garza, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval of request for payment of Invoice #1223400-5 in the amount of \$ 337,521.50 submitted by CAS Companies in connection with the "Hidalgo County Renovations and Annex of Modular Buildings" Project-PO#682714.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1342-419-40-220-048-0-720

FUNDS AVAILABLE Y/N?: YES

MATCHING FUNDS Y/N?: NO

BUDGETARY IMPACT:

Available funds as of 4/12/13; Refer to AI-37890 as approved by CC on 03/26/13

Attachments

PO Increase Request

Pay App #5

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/11/2013 05:17 PM
Budget & Management	Angela Garcia	04/12/2013 07:43 AM
Olga Garza	Olga Garza	04/12/2013 02:57 PM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Oscar Garza		Started On: 04/10/2013 04:34 PM
	Final Approval Date: 04/12/2013	

PURCHASE ORDER INCREASE COUNTY OF HIDALGO



Department: Facilities Management
 Contact Name: Shonda Dominguez
 Telephone # (956) 289-7850

Purchase Order Number: 6827148
 Increase # _____ for this Purchase Order
 Procurement Method:

TO: Vendor Number: 347647
 Vendor Name: Clean Air Solutions (CAS)
 Address: 1306 FM 1092 STE 304
Missouri City, TX 77459

- ☐ Contract # 10012413
- ☐ Cooperative Awarded Vendor
(TBPC State Award, TCPN, TASB-Buyboard)
- ☐ Quotes over \$1,000.00 (verbal quotes)
- ☐ Quotes over \$5,000.00
(attach written quotes)

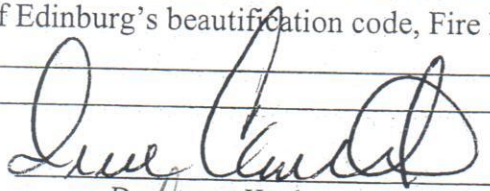
Increase Purchase Order for the following items:

Quantity	UOM	Description	Unit Price	Amount
		<i>Amount of Original Purchase Order</i>		\$904,534.67
		<i>Amount of Increase Request</i>		\$464,681.57
		TOTAL AMOUNT		\$1,369,216.24

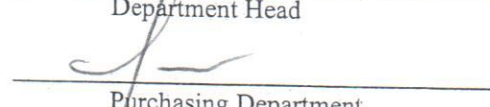
AVA-719,537.38
LIS-646,345.85

Account Number: 2-1342-419-40-220-048-0-720

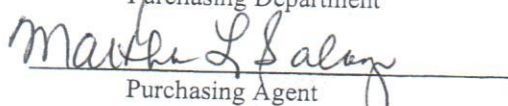
Reason: Funds needed in order to add the exterior modifications as required to comply with including, but not limited to, City of Edinburg's beautification code, Fire Marshall and ADA requirements plus any other appurtenances.

Authorization: 
 Department Head

3/28/13
 Date

Reviewed by: 
 Purchasing Department

4/5/13
 Date

Approved By: 
 Purchasing Agent

4-5-13
 Date

Approved By: _____
 Hidalgo County Auditor

Approved By: _____
 Date: _____

April 2, 2013



Rick Sunday
Infrastructure Systems Manager
Hidalgo County Facilities Management
Edinburg, Texas 78540

RE: Hidalgo County – Modular Buildings
PO# 682714
CAS Invoice #1223400-5

Mr. Sunday,

Attach you will find CAS Invoice for services performed against Hidalgo County Purchase Order #682714. The invoice submitted is representative of the HCPO issued for the work accepted by your office and Hidalgo County.

If there are any questions regard this invoice, please give me a call or email me.

Thanks in advance to Hidalgo County for processing this invoice.

Best regards,

Jason Cuevas
CAS Companies, LP



Invoice

Date	Invoice #
3/22/2013	1223400-5

Bill To
Hidalgo County PO Box 1356 Edinburg, TX 78539

P.O. Number	Terms	Due Date	CAS - Project #	Project Name	
682714	Upon Receipt	3/22/2013	2012-234-00	Portables	
Quantity	Description			Price Each	Amount
1	Renovations: Annex to Modular Buildings Pro# 12-204-10-16-OGG Original Project Value: \$904,534.67 PO Increase: \$464,681.57 Total Project: \$1,369,216.24 (-) Previous Draws: \$585,528.56 This Draw: \$337,521.50 Balance Remaining: \$446,166.18 TIPS/TAPS JOC#10012413			337,521.50	337,521.50
				Subtotal	\$337,521.50
1306 FM 1092, Ste. 304 Missouri City, TX 77459				Tax (0.0%)	\$0.00
				Total	\$337,521.50

1306 FM 1092, Ste. 304
Missouri City, TX 77459

(281) 499-4747 Office
(281) 499-6655 Fax
ap@caslp.com

All payments shall be mailed to the Missouri City office.

Hidalgo Couty Modular Building													
02/01/2013 to 03/28/2013 - Pay App #5													
								Monthly Payment				Balance to Finish	
Item:	Quantity:	Description:	Unit Rate:	Quantity:	Total Amount:	Qty. Previously Billed	Amnt. Previously Billed:	Monthly Quantity:	Quantity To Date:	Monthly Cost:	Total Cost To Date:	Quantity Remaining:	Amount Remaining:
1	10 Ea.	Project Mangaer	\$3,275.00	10.00	\$32,750.00	8.70	\$28,504.25	1.30	10.00	\$4,245.75	\$32,750.00	0.00	\$0.00
2	10 Ea.	Superintendent	\$3,050.00	10.00	\$30,500.00	8.70	\$26,550.00	1.30	10.00	\$3,950.00	\$30,500.00	0.00	\$0.00
3	4 Ea.	Trencher	\$1,675.87	4.00	\$6,703.48	4.00	\$6,703.48	0.00	4.00	\$0.00	\$6,703.48	0.00	\$0.00
4	100 Ea.	Barricades	\$11.12	100.00	\$1,112.00	100.00	\$1,112.00	0.00	100.00	\$0.00	\$1,112.00	0.00	\$0.00
5	600 LF	Temp Fencing, Plywood	\$11.44	600.00	\$6,864.00	600.00	\$6,864.00	0.00	600.00	\$0.00	\$6,864.00	0.00	\$0.00
6	1400 LF	Temp Fencing, Wire Mesh	\$21.82	1,400.00	\$30,548.00	1,400.00	\$30,548.00	0.00	1,400.00	\$0.00	\$30,548.00	0.00	\$0.00
7	30 Ea.	Clean Up of Floor Area	\$47.41	30.00	\$1,422.30	30.00	\$1,422.30	0.00	30.00	\$0.00	\$1,422.30	0.00	\$0.00
8	850 Ea.	Demo, Pavement & Curb, Concrete 6" thick	\$16.57	850.00	\$14,084.50	850.00	\$14,084.50	0.00	850.00	\$0.00	\$14,084.50	0.00	\$0.00
9	1450 Ea.	Demo, Pavement & Curb, Concrete	\$4.29	1,450.00	\$6,220.50	1,450.00	\$6,220.50	0.00	1,450.00	\$0.00	\$6,220.50	0.00	\$0.00
10	8 Ea.	Structural Concrete In-Place, 4,000 PSI, 24"x24"	\$575.67	8.00	\$4,605.36	8.00	\$4,605.36	0.00	8.00	\$0.00	\$4,605.36	0.00	\$0.00
11	7 Ea.	Handicap Access Ramp, 3' Wide	\$474.45	7.00	\$3,321.15	7.00	\$3,321.15	0.00	7.00	\$0.00	\$3,321.15	0.00	\$0.00
12	15 Eaca.	Slab, 3500 PSI, 4" thick	\$189.43	15.00	\$2,841.45	15.00	\$2,841.45	0.00	15.00	\$0.00	\$2,841.45	0.00	\$0.00
13	4200	Slab, 3000 PSI, 8" thick	\$3.97	4,200.00	\$16,674.00	4,200.00	\$16,674.00	0.00	4,200.00	\$0.00	\$16,674.00	0.00	\$0.00
14	175Ea	Core Drilling, 4" Diameter, 6" thick slab	\$36.83	175.00	\$6,445.25	175.00	\$6,445.25	0.00	175.00	\$0.00	\$6,445.25	0.00	\$0.00
15	3Ea.	Core Drill Bits, Diamond	\$224.46	3.00	\$673.38	3.00	\$673.38	0.00	3.00	\$0.00	\$673.38	0.00	\$0.00
16	72 Ea.	Pre-Fab Portable Bldg.	\$97.46	72.00	\$7,017.12	72.00	\$7,017.12	0.00	72.00	\$0.00	\$7,017.12	0.00	\$0.00
17	3 Mth.	Rent Elect. Generator	\$831.04	3.00	\$2,493.12	3.00	\$2,493.12	0.00	3.00	\$0.00	\$2,493.12	0.00	\$0.00
18	7 Ea.	Security Gate, 12' Wide	\$3,362.13	7.00	\$23,534.91	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	7.00	\$23,534.91
19	2 Ea.	Security Gate, 14' Wide	\$3,362.13	2.00	\$6,724.26	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	2.00	\$6,724.26
20	5 Ea.	Wood Case Goods, Office desk	\$3,840.30	5.00	\$19,201.50	5.00	\$19,201.50	0.00	5.00	\$0.00	\$19,201.50	0.00	\$0.00
21	25Ea.	Table Tops	\$577.30	25.00	\$14,432.50	22.00	\$12,700.60	3.00	25.00	\$1,731.90	\$14,432.50	0.00	\$0.00
22	650Ft.	Copper Pipe 1" Diameter type K	\$16.29	650.00	\$10,588.50	650.00	\$10,588.50	0.00	650.00	\$0.00	\$10,588.50	0.00	\$0.00
23	832Ea.	Plastic Pipe 2" Diameter	\$14.11	832.00	\$11,739.52	832.00	\$11,739.52	0.00	832.00	\$0.00	\$11,739.52	0.00	\$0.00
24	1250	Plastic Pipe 4" Diameter	\$23.16	1,250.00	\$28,950.00	1,250.00	\$28,950.00	0.00	1,250.00	\$0.00	\$28,950.00	0.00	\$0.00
25	207Ea.	Plastic Pipe 6" Diameter.	\$37.85	207.00	\$7,834.95	207.00	\$7,834.95	0.00	207.00	\$0.00	\$7,834.95	0.00	\$0.00
26	9Ea	Armored Cable, Copper, Solid,600V, #12 clf 2cond	\$166.37	9.00	\$1,497.33	6.75	\$1,123.00	2.25	9.00	\$374.33	\$1,497.33	0.00	\$0.00
27	5Ea	Armored Cable, Copper, Solid,600V, #12 clf 2cond	\$225.63	5.00	\$1,128.15	3.75	\$846.11	1.25	5.00	\$282.04	\$1,128.15	0.00	\$0.00
28	5Ea	Armored Cable, Copper, Solid,600V, #10 Clf 3cond	\$317.67	5.00	\$1,588.35	3.75	\$1,191.26	1.25	5.00	\$397.09	\$1,588.35	0.00	\$0.00
29	12Ea	Armored Cable ,Pvc Jacket,600V#2 in Cable Tray	\$753.70	12.00	\$9,044.40	9.00	\$6,783.30	3.00	12.00	\$2,261.10	\$9,044.40	0.00	\$0.00
30	6Ea	Wire , Copper, Stranded 600V ,2/0	\$380.26	6.00	\$2,281.56	4.50	\$1,711.17	1.50	6.00	\$570.39	\$2,281.56	0.00	\$0.00
31	14Ea	Wire , Copper, Stranded 600V ,3/0	\$472.97	14.00	\$6,621.58	12.50	\$5,912.13	1.50	14.00	\$709.45	\$6,621.58	0.00	\$0.00
32	17Ea	Wire, Copper, Stranded 600V , 4/0	\$587.72	17.00	\$9,991.24	15.25	\$8,962.73	1.75	17.00	\$1,028.51	\$9,991.24	0.00	\$0.00
33	100Ea	Witr, Copper, Standed #12 Type THW-THHN	\$34.04	100.00	\$3,404.00	86.75	\$2,952.97	13.25	100.00	\$451.03	\$3,404.00	0.00	\$0.00
34	100Ea	Wire ,Copper,Stranded 600 volt #10	\$43.78	100.00	\$4,378.00	88.50	\$3,874.53	11.50	100.00	\$503.47	\$4,378.00	0.00	\$0.00
35	18 Ea	Wire Copper Standed 600 volt #10	\$60.49	18.00	\$1,088.82	13.50	\$816.62	4.50	18.00	\$272.20	\$1,088.82	0.00	\$0.00
36	3000 Ea	PVC conduit schedule 40, 3/4 diameter, to 15' high	\$2.85	3,000.00	\$8,550.00	2,250.00	\$6,412.50	750.00	3,000.00	\$2,137.50	\$8,550.00	0.00	\$0.00
37	2000 Ea	PVC conduit 40 1 diameter to 15' high , incl	\$4.02	2,000.00	\$8,040.00	1,500.00	\$6,030.00	500.00	2,000.00	\$2,010.00	\$8,040.00	0.00	\$0.00
38	800 Ea	PVC consuit schedule 40 1-1/4 diameter to 15 H incl	\$4.94	800.00	\$3,952.00	600.00	\$2,964.00	200.00	800.00	\$988.00	\$3,952.00	0.00	\$0.00
39	2400 Ea	PVC conduit schedule 40, 2 diameter to 15 H incl	\$6.69	2,400.00	\$16,056.00	1,800.00	\$12,042.00	600.00	2,400.00	\$4,014.00	\$16,056.00	0.00	\$0.00
40	600 Ea	PVC conduit schedule 40, 4 diameter to 15' H incl	\$6.09	600.00	\$3,654.00	450.00	\$2,740.50	150.00	600.00	\$913.50	\$3,654.00	0.00	\$0.00
41	200 Ea	Electric metallic tubing 3, diameter to 15' high incl	\$14.74	200.00	\$2,948.00	200.00	\$2,948.00	0.00	200.00	\$0.00	\$2,948.00	0.00	\$0.00
42	200 Ea	Electric metallic tubing 1, diameter to 15 high incl	\$2.51	200.00	\$502.00	200.00	\$502.00	0.00	200.00	\$0.00	\$502.00	0.00	\$0.00
43	200 Ea	Electric metallic tubing , 4 diameter to 15 high incl	\$19.51	200.00	\$3,902.00	200.00	\$3,902.00	0.00	200.00	\$0.00	\$3,902.00	0.00	\$0.00
44	200 Ea	Rigid galvanized steel conduit, 1" diameter to 15 high	\$5.49	200.00	\$1,098.00	200.00	\$1,098.00	0.00	200.00	\$0.00	\$1,098.00	0.00	\$0.00
45	120 Ea	Rigid galvanized steel conduit, 2' diameter to 15' high	\$9.91	120.00	\$1,189.20	120.00	\$1,189.20	0.00	120.00	\$0.00	\$1,189.20	0.00	\$0.00
46	120 Ea	Rigid galvanized steel conduit, 3" diameter to 15" high	\$23.18	120.00	\$2,781.60	120.00	\$2,781.60	0.00	120.00	\$0.00	\$2,781.60	0.00	\$0.00
47	200 Ea	Rigid galvanized steel conduit, 4" diameter to 15' high	\$31.19	200.00	\$6,238.00	200.00	\$6,238.00	0.00	200.00	\$0.00	\$6,238.00	0.00	\$0.00
48	10 Ea.	Rigid galvanized steel conduit 5" diameter to 15' high	\$52.16	10.00	\$521.60	10.00	\$521.60	0.00	10.00	\$0.00	\$521.60	0.00	\$0.00
49	20 Ea	Pull boxes hinged sheet metal, 20' W x20	\$124.77	20.00	\$								

80	1100 Ea	Porch or deck framing cedar, railing and trim , 2x4	\$5.11	1,100.00	\$5,621.00	1,100.00	\$5,621.00	0.00	1,100.00	\$0.00	\$5,621.00	0.00	\$0.00
81	1100 Ea	Porch or deck framing cedar railing and trim 2"x6	\$8.45	1,100.00	\$9,295.00	1,100.00	\$9,295.00	0.00	1,100.00	\$0.00	\$9,295.00	0.00	\$0.00
82	9000 Ea	Porch or deck framing alternative decking wood plastic	\$4.30	9,000.00	\$38,700.00	9,000.00	\$38,700.00	0.00	9,000.00	\$0.00	\$38,700.00	0.00	\$0.00
83	365 Ea	Soffit and canopy framing 2"x8"	\$1.69	365.00	\$616.85	365.00	\$616.85	0.00	365.00	\$0.00	\$616.85	0.00	\$0.00
84	365 Ea	Soffit and canopy framing 1"x4"	\$0.93	365.00	\$339.45	365.00	\$339.45	0.00	365.00	\$0.00	\$339.45	0.00	\$0.00
85	7200 Ea	Wood Framing joists, 2" x8	\$1.28	7,200.00	\$9,216.00	7,200.00	\$9,216.00	0.00	7,200.00	\$0.00	\$9,216.00	0.00	\$0.00
86	800 Ea	Columns rough saen cedar posts 6" x 6"	\$15.66	800.00	\$12,528.00	800.00	\$12,528.00	0.00	800.00	\$0.00	\$12,528.00	0.00	\$0.00
87	3 Mon	Rent toliet portable chemical incl. hourly oper cost	\$213.97	3.00	\$641.91	3.00	\$641.91	0.00	3.00	\$0.00	\$641.91	0.00	\$0.00
88	3 Mon	Rent toliet portable chemical incl. hourly oper cost	\$213.97	3.00	\$641.91	3.00	\$641.91	0.00	3.00	\$0.00	\$641.91	0.00	\$0.00
89	3 Mon	Equipment rental barricafde portable with flasher 1 to 6	\$56.18	3.00	\$168.54	3.00	\$168.54	0.00	3.00	\$0.00	\$168.54	0.00	\$0.00
90	365 Ea	Drip edge rake edge aluminum, 3-1/2x 1-1/2	\$1.04	365.00	\$379.60	365.00	\$379.60	0.00	365.00	\$0.00	\$379.60	0.00	\$0.00
91	1900 Ea	Timber connectors joist & beam hangers galvanized 18	\$2.87	1,900.00	\$5,453.00	1,900.00	\$5,453.00	0.00	1,900.00	\$0.00	\$5,453.00	0.00	\$0.00
92	12 Ea	Refergeration speciallites, filter dryer sealed in line	\$17.41	12.00	\$208.92	0.00	\$0.00	12.00	12.00	\$208.92	0.00	0.00	\$0.00
93	41.5 Ea	Pipe sub assemblies used in assembly systems	\$381.74	41.50	\$15,842.21	20.96	\$8,000.00	15.00	35.96	\$5,726.10	\$13,726.10	5.54	\$2,116.11
94	444 Ea	Insulation pipe covering (price copper tube one size)	\$2.98	444.00	\$1,323.12	0.00	\$0.00	333.00	333.00	\$992.34	\$992.34	111.00	\$330.78
95	120 Ea	Pipe copper tubing solder 1" diameter type L includes	\$13.07	120.00	\$1,568.40	0.00	\$0.00	90.00	90.00	\$1,176.30	\$1,176.30	30.00	\$392.10
96	320 Ea	Pipe copper tubing solder, 3/4 diameter type L includes	\$9.43	320.00	\$3,017.60	0.00	\$0.00	240.00	240.00	\$2,263.20	\$2,263.20	80.00	\$754.40
97	440 Ea	Pipe copper tubing solder, 3/8 diameter type incl	\$6.24	440.00	\$2,745.60	0.00	\$0.00	330.00	330.00	\$2,059.20	\$2,059.20	110.00	\$686.40
98	16 Ea	Elbow 90 DEG copper wrought, copper x copper 1	\$28.68	16.00	\$458.88	0.00	\$0.00	12.00	12.00	\$344.16	\$344.16	4.00	\$114.72
99	21 Ea	Elbow 90 DEG copper wrought, copper x copper, 3/4	\$17.15	21.00	\$360.15	0.00	\$0.00	16.00	16.00	\$274.40	\$274.40	5.00	\$85.75
100	35 Ea	Elbow 90 DEG, copper wrought copper x copper 3/8	\$17.92	35.00	\$627.20	0.00	\$0.00	26.00	26.00	\$465.92	\$465.92	9.00	\$161.28
101	3 Ea	Chain walk link fence gates and posts motor operators	\$4,461.23	3.00	\$13,383.69	0.00	\$0.00	3.00	3.00	\$13,383.69	\$13,383.69	0.00	\$0.00
102	640 Ea	Beam and girder framing single, 6" x 8	\$9.04	640.00	\$5,785.60	640.00	\$5,785.60	0.00	640.00	\$0.00	\$5,785.60	0.00	\$0.00
103	365 Ea	Soffits, Stk cedar 1 x 10- (LF)	\$3.79	365.00	\$1,383.35	365.00	\$1,383.35	0.00	365.00	\$0.00	\$1,383.35	0.00	\$0.00
104	1500 Ea	Soffits, STK cedar 1" x 8	\$2.74	1,500.00	\$4,110.00	1,500.00	\$4,110.00	0.00	1,500.00	\$0.00	\$4,110.00	0.00	\$0.00
105	14 Ea	Roof trusses common wood, 2" x 4 metal plate connected	\$109.26	14.00	\$1,529.64	14.00	\$1,529.64	0.00	14.00	\$0.00	\$1,529.64	0.00	\$0.00
106	2 Ea	Mobilization or demobilization crane, truck mounted	\$37.52	2.00	\$75.04	2.00	\$75.04	0.00	2.00	\$0.00	\$75.04	0.00	\$0.00
107	3 day	Rent crane truck mounted hydraulic 12 ton	\$882.79	3.00	\$2,648.37	3.00	\$2,648.37	0.00	3.00	\$0.00	\$2,648.37	0.00	\$0.00
108	3500 Ea	Steel wire rope galvanized aircraft cable	\$0.41	3,500.00	\$1,435.00	0.00	\$0.00	3,500.00	3,500.00	\$1,435.00	\$1,435.00	0.00	\$0.00
109	1 Ea	Timber connectors, post bases galvanized adjustable	\$1,110.14	1.00	\$1,110.14	1.00	\$1,110.14	0.00	1.00	\$0.00	\$1,110.14	0.00	\$0.00
110	.3 Ea	Timber connectors post bases galvanized adjustable	\$2,694.26	0.30	\$808.28	0.30	\$808.28	0.00	0.30	\$0.00	\$808.28	0.00	\$0.00
111	86 Ea	Anchor bolts hooked type single 1/2 diameter x8	\$4.64	86.00	\$399.04	86.00	\$399.04	0.00	86.00	\$0.00	\$399.04	0.00	\$0.00
112	28 Ea	Anchor bolts hooked type single 1/2 diameter x 12	\$4.83	28.00	\$135.24	28.00	\$135.24	0.00	28.00	\$0.00	\$135.24	0.00	\$0.00
113	.56 Ea	Timber connectors saddle hangers for glulam	\$28,372.50	0.56	\$15,888.60	0.56	\$15,888.60	0.00	0.56	\$0.00	\$15,888.60	0.00	\$0.00
114	.56 Ea	Timber connectors truss connectors, galvanized adjustable	\$980.58	0.56	\$549.12	0.56	\$549.12	0.00	0.56	\$0.00	\$549.12	0.00	\$0.00
115	4600 Ea	Sheathing plywood of roof CDX, 3/4 thick pneumatic	\$1.13	4,600.00	\$5,198.00	4,600.00	\$5,198.00	0.00	4,600.00	\$0.00	\$5,198.00	0.00	\$0.00
116	36 Ea	Felt asphalt, #30 - 2 square per roll no mopping	\$18.20	36.00	\$655.20	36.00	\$655.20	0.00	36.00	\$0.00	\$655.20	0.00	\$0.00
117	3600 Ea	Steel roofing panels on steel frame corrugated or ribbed	\$4.83	3,600.00	\$17,388.00	720.00	\$3,477.60	2,880.00	3,600.00	\$13,910.40	\$17,388.00	1.00	\$0.00
118	1 Ea	Chain link fence gates and posts motor operations for gates	\$4,530.90	1.00	\$4,530.90	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$4,530.90
119	720 Ea	Plywood paneling " A" face birch veneer core select	\$4.41	720.00	\$3,175.20	648.00	\$2,857.68	72.00	720.00	\$317.52	\$3,175.20	0.00	\$0.00
120	8 Ea	Armored cable PVC, jacket 600 V 3 conductor , #2	\$753.70	8.00	\$6,029.60	0.00	\$0.00	8.00	8.00	\$6,029.60	\$6,029.60	0.00	\$0.00
121	1200 Ea	PVC conduit schedule 40, 4" diameter to 15" H incl	\$17.67	1,200.00	\$21,204.00	0.00	\$0.00	1,200.00	1,200.00	\$21,204.00	\$21,204.00	0.00	\$0.00
122	1 ea.	Co Cost Adjusment Coefficient (0.92 x (Discount)	-\$73,176.93	1.00	-\$73,176.93	0.73	-\$53,595.29	0.1908684936632350	0.9232754312048890	-\$13,967.17	-\$67,562.46	0.08	-\$5,614.47
123	1 ea.	Co Cost Adjustment for permits and insurances	\$18,000.00	1.00	\$18,000.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$18,000.00
124	1 ea.	Co Cost Adjustment Allowance	\$45,000.00	1.00	\$45,000.00	0.00	\$0.00	0.68	0.68	\$30,600.00	\$30,600.00	0.32	\$14,400.00
		PO Increase											
125	8 Wks	Project Mangaer	\$3,350.00	8.00	\$26,800.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	8.00	\$26,800.00
126	8 Wks	Superintendent	\$3,100.00	8.00	\$24,800.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	8.00	\$24,800.00
127	1 Day	Rent Auger, truck mounted	\$2,394.93	1.00	\$2,394.93	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$2,394.93
128	725 LF	Saw cutting asphalt	\$1.54	725.00	\$1,116.50	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	725.00	\$1,116.50
129	100 SFCA	CIP concrete forms, slab on grade.	\$2.66	100.00	\$266.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	100.00	\$266.00
130	.6 Ton	Reinforcing Steel, in place, columns.	\$1,739.53	0.60	\$1,043.72	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	0.60	\$1,043.72
131	.6 Ton	Reinforcing Steel, in place, columns, spirals.	\$1,956.65	0.60	\$1,173.99	0.00	\$0.00	0.60	0.60	\$1,173.99	\$1,173.99	0.00	\$0.00
132	1000 lbs.	Reinforcing Steel, in place, slab on grade.	\$0.76	1,000.00	\$760.00	0.00	\$0.00	1,000.00	1,000.00	\$760.00	\$760.00	0.00	\$0.00
133	12 CY	Structural Concrete, ready mix, 3,000 psi.	\$129.90	12.00	\$1,558.80	0.00	\$0.00	12.00	12.00	\$1,558.80	\$1,558.80	0.00	\$0.00
134	15 CY	Structural concrete, ready mix, 4,000 psi.	\$135.97	15.00	\$2,039.55	0.00	\$0.00	15.00	15.00	\$2,039.55	\$2,039.55	0.00	\$0.00
135	15 CY	Structural concrete, placing, slab on grade, direct chute.	\$8.03	15.00	\$120.45	0.00	\$0.00	15.00	15.00	\$120.45	\$120.45	0.00	\$0.00
136	700 SF	Concrete finishing, floors, basic finishing.	\$0.36	700.00	\$252.00	0.00	\$0.00	700.00	700.00	\$252.00	\$252.00	0.00	\$0.00
137	10 LF	Cutting Steel, to 1/2" thick, by hand	\$2.25	10.00	\$22.50	0.00	\$0.00	10.00	10.00	\$22.50	\$22.50	0.00	\$0.00
138	400 LF	Railing, pipe, steel, wall rail, primed.	\$25.11	400.00	\$10,044.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	400.00	\$10,044.00
139	50 Ea	4' X 6'. Steel, decarative, bracket	\$460.69	50.00	\$23,034.50	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	50.00	\$23,034.50
140	3200 SF	Steel tile roofing panels, 26 guage, granual coating.	\$11.48	3,200.00	\$36,736.00	0.00	\$0.00	2,240.00	2,240.00	\$25,715.20	\$25,715.20	960.00	\$11,020.80
141	2 Ea	Security gate, swing gate operator w/ photo eye, safety loops, & SOS (gate 1).	\$5,129.92	2.00	\$10,259.84	0.00	\$0.00	2.00	2.00	\$10,259.84	\$10,259.84	0.00	\$0.00
142	1 Ea	Security gate, swing gate operator w/ photo eye, safety loops, & SOS (gate 3).	\$5,611.17	1.00	\$5,611.17	0.00	\$0.00	1.00	1.00	\$5,611.17	\$5,611.17	0.00	\$0.00
143	1 Ea	Security gate, swing gate operator w/ photo eye, safety loops, & SOS (gate 4).	\$7,636.60	1.00	\$7,636.60	0.00	\$0.00	1.00	1.00	\$7,636.60	\$7,636.60	0.00	\$0.00
144	1 Ea	Security gate, swing gate operator w/ photo eye, safety loops, exit loops (gate 2).	\$7,152.97	1.00	\$7,152.97	0.00	\$0.00	1.00	1.00	\$7,152.97	\$7,152.97	0.00	\$0.00
145	7 Ea.	Elbo, 75 deg., steel, carbon steel, black, 1-1/2".	\$57.23	7.00	\$400.61	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	7.00	\$400.61
146	12 Ea	Cap, steel, 1-1/2" pipe.	\$41.02	12.00	\$492.24	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	12.00	\$492.24
147	11 Ea	Elbow, 90 deg., steel, 1-1/2".	\$77.55	11.00	\$853.05	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	11.00	\$853.05
148	2 CLF	Wire, copper, solid, 600 volt, #10.	\$41.66	250.00	\$10,415.00	0.00	\$0.00	250.00	250.00	\$10,415.00	\$10,415.00	0.00	\$0.00
149	18 CLF	Wire, copper, stranded 600 volt, 3/0.	\$490.16	18.00	\$8,822.88	0.00	\$0.00	18.00	18.00	\$8,822.88	\$8,822.88	0.00	\$0.00
150	150 LF	Rigid galvanized steel conduit, 3/4"	\$5.47	150.00	\$820.50	0.00	\$0.00	150.00	150.00	\$820.50	\$820.50	0.00	\$0.00
151	300 LF	EMT, 3/4"	\$2.66	300.00	\$798.00	0.00	\$0.00	300.00	300.00	\$798.00	\$798.00	0.00	\$0.00
152	5 Ea	Decorative, aluminum, 12' light pole.	\$1,832.37	5.00	\$9,161.85	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	5.00	\$9,161.85
153	5 Ea	Walkway luminaire, exterior, round 19", metal halide, 250 W.	\$2,436.41	5.00	\$12,182.05	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	5.00	\$12,182.05
154	50 LF	Piling special costs, pre-augering,	\$27.95	50.00	\$1,397.50	0.00	\$0.00	50.00	50.00	\$1,397.50	\$1,397.50	0.00	\$0.00
155	1 Ea	Rough grading sites.	\$889.55	1.00	\$889.55	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$889.55
156	1800 SY	Fine grading, finish grading.	\$4.01	1,800.00	\$7,218.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1,800.00	\$7,218.00
157	1375 LF	Excavating, chain trencher, 12" wide, 36" deep.	\$1.13	1,375.00	\$1,553.75	0.00	\$0.00	1,375.00	1,375.00	\$1,553.75	\$1,553.75	0.00	\$0.00
158	100 LCY	Cycle hauling.	\$2.43	100.00	\$243.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	100.00	\$243.00
159	1000 ECY	Compaction, 2 passes, 24" wide, 6" lifts	\$2.02	1,000.00	\$2,020.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1,000.00	\$2,020.00
160	2 Ea												

164	1800 SY	Plan-mix asphalt paving	\$8.31	1,800.00	\$14,958.00	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1,800.00	\$14,958.00
165	50 LF	Cast-in place concrete curbs & gutters , concete, 6" X 18"	\$11.59	50.00	\$579.50	0.00	\$0.00	50.00	50.00	\$579.50	\$579.50	0.00	\$0.00
166	1500 LF	Decorative Metal Fence, 8' high	\$150.03	1,500.00	\$225,045.00	0.00	\$0.00	1,125.00	1,125.00	\$168,783.75	\$168,783.75	375.00	\$56,261.25
167	4 Ea.	Decorative metal walk gate, 3' X 8'.	\$1,157.82	4.00	\$4,631.28	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	4.00	\$4,631.28
168	2 Ea	Decorative metal walk gate, 5' X 8'	\$1,394.64	2.00	\$2,789.28	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	2.00	\$2,789.28
169	1 Ea	Decorative metal slide gate, 10' X 8'	\$5,521.54	1.00	\$5,521.54	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$5,521.54
170	6 Ea	Decorative metal gate, headers & closers.	\$912.05	6.00	\$5,472.30	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	6.00	\$5,472.30
171	1 Ea	Decorative metal gate, double drive, 24' X 8'	\$7,123.32	1.00	\$7,123.32	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$7,123.32
172	1 Ea	Decorative metal gate, double drive, 24' X 8', w/ privacy screen.	\$12,598.10	1.00	\$12,598.10	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$12,598.10
173	1 Ea	Decorative metal gate, swing, 16' X 8'	\$5,036.05	1.00	\$5,036.05	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$5,036.05
174	1 Ea	Decorative metal gate, cantilever, 24' X 8'	\$11,634.62	1.00	\$11,634.62	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$11,634.62
175	1 Ea	Decorative metal gate, slide, 32' X 8'	\$12,979.11	1.00	\$12,979.11	0.00	\$0.00	0.00	0.00	\$0.00	\$0.00	1.00	\$12,979.11
176	1375 LF	Electrical underground, pvc conduit, schdl 40, 3/4"	\$1.42	1,375.00	\$1,952.50	0.00	\$0.00	1,375.00	1,375.00	\$1,952.50	\$1,952.50	0.00	\$0.00
177	930 Lf	Electrical underground, pvc conduit, schdl 40 , 1"	\$1.81	930.00	\$1,683.30	0.00	\$0.00	930.00	930.00	\$1,683.30	\$1,683.30	0.00	\$0.00
178	12 Ea	Electrical underground, elbows, pvc 3/4"	\$12.83	12.00	\$153.96	0.00	\$0.00	12.00	12.00	\$153.96	\$153.96	0.00	\$0.00
179	25	Electrical underground, elbows, pvc 1"	\$15.02	25.00	\$375.50	0.00	\$0.00	25.00	25.00	\$375.50	\$375.50	0.00	\$0.00
180	1 Ea	Co Cost Adjustment for permits and insurances	-\$48,652.25	1.00	-\$48,652.25	0.00	\$0.00	0.4627028924664330	0.4627028924664330	-\$22,511.54	-\$22,511.54	0.54	-\$26,140.71
		Adjustments									\$0.00	0.00	\$0.00
	8 ea.	Light poles anchor base galvanized steel 20' high - Adjustment	\$1,337.42	-8.00	-\$10,699.36	0.00	\$0.00	-8.00	-8.00	-\$10,699.36	-\$10,699.36	0.00	\$0.00
	8 ea.	Light poles galvanized steel bracket arms, 1 arm excl - Adjustment	\$196.68	-8.00	-\$1,573.44	0.00	\$0.00	-8.00	-8.00	-\$1,573.44	-\$1,573.44	0.00	\$0.00
	1200 Ea	Decorative metal fences and gates tublar picket - Adjustment	\$58.55	-1,200.00	-\$70,260.00	0.00	\$0.00	-1,200.00	-1,200.00	-\$70,260.00	-\$70,260.00	0.00	\$0.00
	3600 Ea	Steel roofing panels on steel frame corrugated or ribbed - Adjustment	\$4.83	-3,600.00	-\$17,388.00	0.00	\$0.00	-3,600.00	-3,600.00	-\$17,388.00	-\$17,388.00	0.00	\$0.00
	1 Ea	Switchboards main fusiable switch 3 pole 4 wire - Adjustment	\$3,343.08	-0.87787	-\$2,934.79	0.00	\$0.00	-0.88	-0.88	-\$2,934.79	-\$2,934.79	0.00	\$0.00
	12 Ea	Refergeration specialites, filter dryer sealed in line - Adjustment	\$17.41	-12.00	-\$208.92	0.00	\$0.00	-12.00	-12.00	-\$208.92	-\$208.92	0.00	\$0.00
	1 ea.	Coefficient - Adjustment	\$8,245.17	1.00	\$8,245.17	0.00	\$0.00	1.00	1.00	\$8,245.17	\$8,245.17	0.00	\$0.00
		Totals:	\$156,248.40	\$161,439.24	\$1,369,216.24	\$78,764.95	\$616,345.85	\$26,044.40	\$104,809.35	\$355,285.79	\$971,631.64	\$56,629.89	\$397,584.60
		Total Amount:				Qty. Previously Billed	Amnt. Previously Billed:	Monthly Quantity:	Quantity To Date:	Amount Billed:	Total To Date:	Quantity Remaining:	Amount Remaining:

Amount Billed:	\$355,285.79
Retainage Held @ 5%:	\$17,764.29
Total Ivoiced This Period:	\$337,521.50

Amount Previously Billed:	\$616,345.85	Retainage Previousley Held:	\$30,817.29
Total Billed:	\$971,631.64	Total Retainage Held:	\$48,581.58

AI-38014

8. I.

CC CONSENT

Meeting Date: 04/16/2013

Submitted For: Richard Sunday, Facilities Mgmt. Submitted By: Rocio Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Acceptance and approval for Payment No. 1 in the amount of \$15,020.00, from Hinojosa Engineering, Inc., contracted engineer for "Structural Assessment for WIC Clinic located at 211 S. Schuerbach Rd" C-

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-419-40-220-001-0-334

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?:

BUDGETARY IMPACT:

Available funds as of 4/12/13 (PO 682470).

Attachments

Invoice

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/04/2013 02:54 PM
Budget & Management	Angela Garcia	04/05/2013 07:51 AM
Olga Garza	Olga Garza	04/12/2013 10:06 AM
Auditor's Office	Angela Garcia	04/12/2013 05:08 PM
Form Started By: Rocio Villarreal		Started On: 04/03/2013 10:59 AM
	Final Approval Date: 04/12/2013	

ORIGINAL

RECEIVED

GOOD SERVICES RECEIVED BY:
ON
INVOICE RECEIVED BY:
Rick Sunday ON 3/18/13
Shonda Dominguez 3/14/13

**HIDALGO COUNTY
PURCHASING DEPARTMENT**

PROFESSIONAL SERVICES - ENGINEERS / ARCHITECTS

REQUEST FOR PAYMENT NO: 1

CITY/PRECINCT: Mission, Texas
PROJECT NAME: Structural Assessment for Hidalgo County /WIC Clinic located at
211 S. Schuerbach Road in Mission, Texas

ENG./ARCH. FIRM: Hinojosa Engineering, Inc
ADDRESS: 108 W. 18th Street
ADDRESS:
CITY/STATE: Mission ZIP: 78572

Contract Amt. \$ 21,670.00

PO# 682470

ACCOUNT #: 2-1100-419-40-220-001-0-334

renovate?
Pct 32
Norma
3007

SCOPE OF SERVICES	ESTIMATED AMOUNT	% COMPLETED TO DATE	TOTAL DUE	LESS PREVIOUS PAYMENTS	AMOUNT DUE THIS REQUEST
Preliminary Phase	\$15,020.00	100%	\$15,020.00	\$0.00	\$15,020.00
Design Phase	\$3,650.00	0%	\$0.00	\$0.00	\$0.00
Construction Phase	\$3,000.00	0%	\$0.00	\$0.00	\$0.00
Additional Services					
Reimbursable Expenses*					
TOTAL	\$15,020.00	%	\$15,020.00	\$0.00	\$15,020.00

* - Please attach supporting documents to this request.

I certify that the above is true and correct to the best of my knowledge.

Ricardo Hinojosa 2-11-13 02/11/13
ENGINEERING/ARCHITECTURAL FIRM DATE
Ricardo Hinojosa, P.E.
Hinojosa Engineering, Inc.

3/14/13
Pending Purchasing
Approval
Richard Sunday
FACILITY MANAGEMENT DEPT. DATE
Richard Sunday
Infrastructure System Manager