

# Hidalgo County Head Start Program Policy Council Agenda

**DATE:** October 16, 2013

**SUBJECT:** Discussion/Approval for Hidalgo County Head Start Program to Exercise Option to Extend for an Additional Two Year Term on the Lease Agreements for Land (under same terms and conditions) with the following Private Entities:

Entity	Head Start Center
Daniel Garza	Granjeno
San Martin De Porres	Western Rd

**RATIONALE/NEED:** The existing lease agreements need to be extended in order to secure the land for the Head Start facilities to continue serving Head Start children and families.

**RECOMMENDATION:** Administration recommends approval.

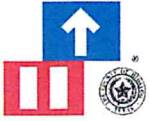
**COST:** Head Start (HHS-ACF) funds are available in the budget.  
Rent: 19-20-5152-10000-505

**RELATED INFORMATION INCLUDED:** Memo/Lease Agreement Extensions  
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**INITIATED BY:** Ambrosio Tovar, Procurement Director *A. Tovar*

**REVIEWED BY:** Mr. Edmundo Garcia, Assistant Director *[Signature]*

**PROGRAM DIRECTOR'S APPROVAL:** *Jerena Flores*



## HIDALGO COUNTY HEAD START PROGRAM

P. O. BOX 0117 ♠ EDINBURG, TEXAS 78540 ♠ TEL: (956) 383-0706 ♠ FAX: (956) 380-2588

TO: Edmundo Garcia, Assistant Program Director

FROM: Ambrosio Tovar, Procurement Director *A. Tovar*

DATE: October 1, 2013

SUBJ: Lease Agreement Extensions

The following two Lease Agreements will expire on December 31, 2013. We are requesting approval to extend these two Head Start Center Lease Agreements. It should be noted that the basis of the extension is listed under ARTICLE 1.03, Renewal or Termination, of the Original Agreement.

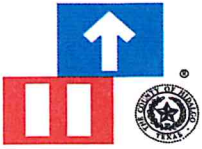
The Lease Agreement are for a two (2) year extension. The Lease Agreement Extensions have been reviewed and approved by County legal counsel.

Should you have any questions please let me know. Thank you.

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The Lease Agreement Extensions are as follows:

<b>ONE YEAR EXTENSIONS</b>				
<b>Entity</b>	<b>Head Start Center</b>	<b>Classrooms</b>	<b>Enrollment</b>	<b>Monthly Rent</b>
Daniel Garza	Granjeno (Land)	2	0	\$ 300.00
San Martin De Porres	Western Rd (Land)	3	57	\$ 600.00



# Hidalgo County Head Start Program Procurement Department

October 8, 2013

Daniel Garza  
6610 South FM 494  
Mission, TX 78572

RE: Extension of Lease Contract - Granjeno Head Start Center

Dear Mr. Garza,

Commissioners' Court will take applicable action **Tuesday, October 22, 2013** in connection with the Hidalgo County Head Start Program option to extend the Lease Contract (fifth year) for a like term or other terms as may be subsequently agreed to upon both parties, as stated in the current Lease in place under the same rate, terms and conditions.

Please acknowledge receipt of this notice of extension by signing below and returning to the Procurement Department by no later than 12:00p.m., **Monday, October 14, 2013**, via facsimile to (956) 381-0439 or e-mail to: [maryann.garza@hchsp.org](mailto:maryann.garza@hchsp.org).

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

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 380-4149. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County Head Start Program.

Sincerely,

Ambrosio Tovar, Procurement Director  
Hidalgo County Head Start Program

xc: file

Two Year Lease Agreement Extension (Cont.)

Head Start Program

By: \_\_\_\_\_  
**Teresa Flores, Executive Director**

By: \_\_\_\_\_  
**Ramon Garcia, County Judge**

ATTEST:

By: \_\_\_\_\_  
**Arturo Guajardo, Jr., County Clerk**

Approved As to Form:  
Oxford & Gonzalez

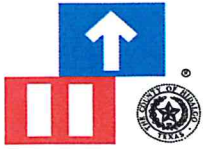
By: \_\_\_\_\_  
**Ricardo Gonzalez**

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

By:  \_\_\_\_\_  
**Stephen L. Crain**

Date approved by Policy Council:

Date approved by Commissioner's Court:



# Hidalgo County Head Start Program Procurement Department

October 8, 2013

Reverend Julian Becerrill  
San Martin De Porres Catholic Church  
2221 & Western Rd.  
Mission, TX 78572

Phone (956) 585-8001  
Via Fax (956) 585-0715

RE: Extension of Lease Contract - Western Road Head Start Center

Dear Reverend Becerrill,

Commissioners' Court will take applicable action **Tuesday, October 22, 2013** in connection with the Hidalgo County Head Start Program option to extend the Lease Contract (fifth year) for a like term or other terms as may be subsequently agreed to upon both parties, as stated in the current Lease in place under the same rate, terms and conditions.

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Sincerely,

Ambrosio Tovar, Procurement Director  
Hidalgo County Head Start Program

xc: file

Two Year Lease Agreement Extension (Cont.)

Head Start Program

By: \_\_\_\_\_  
**Teresa Flores, Executive Director**

By: \_\_\_\_\_  
**Ramon Garcia, County Judge**

ATTEST:

By: \_\_\_\_\_  
**Arturo Guajardo, Jr., County Clerk**

Approved As to Form:  
Oxford & Gonzalez

By: \_\_\_\_\_  
**Ricardo Gonzalez**

Approved As to Form:  
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By:  \_\_\_\_\_  
**Stephen L. Crain**

Date approved by Policy Council:

Date approved by Commissioner's Court: