

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-001
 DATE: January 31, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (1-04-12 thru 1-31-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to plan, produce and review PCT 4 content, images, design and materials – work in progress. Research, copywriting and reviews of Precinct 4 materials text copy developed – work in progress. Design, producing images, reviews and preliminary printing, of Precinct 4 materials developed – work in progress.	\$135	43 ✓	17%	\$ 5,805.00 ✓
Total Payment Due				\$ 5,805.00 ✓

Work-In-progress deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precint4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach Materials include: website, annual report, newsletter template, poster boards, email template, flyers, posters and website management.

JANUARY 2012 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge

PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4	Precinct content review of materials, images and photographs	5
5		
6		
7		
8		
9	Precinct content research, review of materials, images and photographs	2
10	Precinct content research, review of materials, images and photographs	3
11		
12	Review of photographs and precinct information	3
13		
14		
15		
16	Precinct 4 meeting with Precinct 4 staff at Precinct 4	2
17	Content review of materials; copywriting and design of materials	5
18		
19	Content review of materials; research, copywriting and design of materials	4
20	Content review of materials; copywriting and design of materials	3
21		
22		
23	Content review of materials; copywriting and design of materials	3
24		
25	Content review of materials; copywriting and design of materials	3
26	Content review of materials; copywriting and design of materials	2
27	Precinct 4 meeting with Precinct 4 staff at Precinct 4	2
28		
29		
30	Content review of materials; copywriting and design of materials	4
31	Precinct 4 meeting with Commissioner Palacios and Precinct 4 staff at Precinct 4	2
TOTAL HOURS		43

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-002
 DATE: February 29, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (2-01-12 thru 2-29-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to plan, produce and review PCT 4 content, images, design and materials – work in progress. Research, copywriting and reviews of Precinct 4 materials text copy developed – work in progress. Design, producing images, reviews and preliminary printing, of Precinct 4 materials developed – work in progress.	\$135	34 /	30%	\$ 4,590.00
Total Payment Due				\$ 4,590.00

Work-In-progress deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precint4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach Materials include: website, annual report, newsletter template, poster boards, email template, flyers, posters and website management.

FEBRUARY 2012 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8th Street, McAllen, Texas, 78501

BRIAN GODINEZ: Principal-in-Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3	Precinct content research review of materials, images and photographs	4
4		
5		
6	Precinct content research, review of materials, images and photographs	2
7	Content review of materials; copywriting and design of print and online materials	3
8	Content review of materials; copywriting and design of print and online materials	4
9		
10		
11		
12		
13		
14	Precinct 4 meeting with Precinct 4 staff at Precinct 4	3
15	Content review of materials; copywriting and design of print and online materials	4
16		
17		
18		
19		
20	Content review of materials; copywriting and design of print and online materials	3
21		
22		
23	Content review of materials; copywriting and design of print and online materials	3
24	Content review of materials; copywriting and design of materials	3
25		
26		
27	Content review of materials; copywriting and design of print and online materials	2
28		
29	Content review of materials; copywriting and design print and online materials	3
TOTAL HOURS		34

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-003
 DATE: March 30, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (3-01-12 thru 3-30-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to plan, produce and review PCT 4 content, images, design and materials – work in progress. Research, copywriting and reviews of Precinct 4 materials text copy developed – work in progress. Design, produced images, reviews and printing of Precinct 4 materials developed. Prepared for and attended the State of the County and Precinct 4 March 29th event; produced and printed all supporting materials required.	\$135	121	78%	\$ 16,335.00
Total Payment Due				\$ 16,335.00

Work-In-progress deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precinct4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach Materials include: website, annual report, newsletter template, poster boards, email template, flyers, posters and website management.

MARCH 2012 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8th Street, McAllen, Texas, 78501

BRIAN GODINEZ: Principal-in-Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1	Precinct content review of materials, images and photographs	5
2	Precinct content review of materials, images and photographs	6
3		
4		
5	Design meeting to review print and online materials	3
6	Material copywriting and design of print and online materials	3
7	Precinct 4 meeting with Precinct 4 staff to review materials	2
8	Material copywriting and design of print and online materials	3
9	Material copywriting and design of print and online materials	2
10	Material copywriting and design of print and online materials	5
11		
12	Precinct 4 meeting with Precinct 4 staff to review materials	1
13	Material copywriting and design of print and online materials	5
14	Design meeting to review print and online materials	3
15	Material copywriting and design of print and online materials	3
16	Material copywriting and design of print and online materials	5
17	Material copywriting and design of print and online materials	5
18		
19	Material copywriting and design of print and online materials	5
20	Precinct 4 meeting with Precinct 4 staff to review materials	2
21	Material copywriting and design of print and online materials	11
22	Design meeting to review and modify print and online materials	12
23	Material copywriting and design of print and online materials	4
24	Design meeting to review and modify print and online materials	7
25		
26	Material copywriting and design of print and online materials	9
27	Organized and printed materials for the State of the Precinct 4 event	7
28	Organized and printed materials for the State of the Precinct 4 event	7
29	Organized, printed and attended final materials for the State of the Precinct 4 address with Comm Palacios	6
30		
TOTAL HOURS		121

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-004
 DATE: April 30, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (4-01-12 thru 4-30-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to follow up on State of the Precinct event	\$135	4 /	80%	\$ 540.00
Total Payment Due				\$ 540.00

Deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precint4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach Materials include: website, annual report, newsletter template, poster boards, email template, flyers, posters and website management.

APRIL 2012 Project Log Sheet

GODINEZ COMMUNICATIONS

300 S. 8th Street, McAllen, Texas, 78501

BRIAN GODINEZ: Principal-in-Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4		
5	Meeting with Precinct 4 staff; follow up on State of the Precinct 4 event	2
6		
7		
8		
9		
10		
11		
12	Meeting with Precinct 4 staff; follow up on State of the Precinct 4 event	2
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
TOTAL HOURS		4

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-005
 DATE: May 31, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (5-01-12 thru 5-31-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to continue to enhance, correct and design digital version of 2012-2013 Annual Report. Copy editing of digital version of Precinct 4 Annual Report and Precinct 4 community website. Completed final design corrections, for Precinct 4 Annual Report. Design and content updates for Precinct 4 community website and hosting.	\$135	11	84%	\$ 1,485.00
Total Payment Due				\$ 1,485.00

Deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precinct4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach annual report and website updates and management.

MAY 2012 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8th Street, McAllen, Texas, 78501

BRIAN GODINEZ: Principal-in-Charge

PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4	Copy editing of digital version of report and website	2
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17	PCT 4 meeting with PCT 4 staff at Godinez Office to update digital version of report	2
18	Copy editing of digital version of report and website	2
19		
20		
21		
22		
23		
24		
25		
26		
27	Design corrections of digital version of report and website	2
28		
29	PCT 4 meeting with PCT 4 staff at Godinez Office to update digital version of report	2
30	Copy editing of digital version of report and website	1
31		
TOTAL HOURS		11

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-006
 DATE: June 30, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (6-01-12 thru 6-30-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meeting conducted with HC Precinct 4 staff to continue to enhance, correct and design digital version of 2012-2013 Annual Report. Copy editing of digital version of Precinct 4 Annual Report and Precinct 4 community website. Completed final design corrections, for Precinct 4 Annual Report. Design and content updates for Precinct 4 community website and hosting.	\$135	16 /	89%	\$ 2,160.00
Total Payment Due				\$ 2,160.00

Deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precinct4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach annual report and website updates and management.

JUNE 2012 Project Log Sheet

GODINEZ COMMUNICATIONS

300 S. 8th Street, McAllen, Texas, 78501

BRIAN GODINEZ: Principal-in-Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11	Copy editing and design of digital version of report and website	2
12	Copy editing and design of digital version of report and website	4
13	PCT 4 meeting with PCT 4 staff at Godinez Office to update digital version of report	2
14		
15		
16		
17		
18	Copy editing and design of digital version of report and website	4
19		
20		
21	Design corrections of digital version of report and website	4
22		
23		
24		
25		
26		
27		
28		
29		
30		
TOTAL HOURS		16

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-007
 DATE: July 31, 2012
 Revised

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 Community Outreach

Professional consulting services fee not to exceed \$34,965 or 259 hours (7-01-12 thru 7-31-12)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Partner-in-Charge Brian Godínez Meeting conducted with HC Precinct 4 staff to update website and create newsletters for PCT 4 and San Carlos. Copy editing for updating Precinct 4 community website and newsletters. Design of PCT 4 and San Carlos newsletter templates. Design and content updates for Precinct 4 community website and training program for PCT 4 staff.	\$135	30 /	100%	\$ 4,050.00
Total Payment Due				\$ 4,050.00

Deliverables:

Hidalgo County Precinct 4 Website at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at http://hcpct4.com/wordpress/wp-content/themes/pct4/docs/Precint4_2011-2012_AnnualReport.pdf

HC Precinct 4 Community Outreach annual report, newsletters and website updates and management.

JULY 2012 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8th Street, McAllen, Texas, 78501

BRIAN GODINEZ: Principal-in-Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11	PCT 4 meeting with PCT 4 staff at Godinez to update web and create Pct 4 newsletters	2
12		
13	Copywriting for Precinct 4 community website and newsletters	5
14		
15		
16	Design of PCT 4 and San Carlos newsletter templates	5
17		
18		
19	Copy editing and design of digital version of report and website	4
20	Design corrections of digital version of report and website	5
21		
22		
23		
24	Design and content updates for PCT 4 website and training program for PCT 4 staff	4
25	Design and content updates for PCT 4 website and training program for PCT 4 staff	5
26		
27		
28		
29		
30		
31		
TOTAL HOURS		30

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-008
 DATE: January 31, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (1-02-13 thru 1-31-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to plan, produce and review 2013 PCT 4 content, images, design and materials – work in progress. Research, copywriting and reviews of Precinct 4 materials text copy developed – work in progress. Design, producing images, reviews and preliminary printing, of Precinct 4 materials developed – work in progress.	\$135	19	6%	\$ 2,565.00
Total Payment Due				\$ 2,565.00

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: updated website, new annual report, April town hall meeting materials and invitation, poster boards, email template, flyers, posters and website hosting and management.

JANUARY 2013 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4		
5		
6		
7		
8		
9	Precinct 4 content research, review of materials, images and photographs	2
10	Precinct 4 content research, review of materials, images and photographs	3
11	Review of photographs and precinct information	2
12		
13		
14		
15	Content review of materials; copywriting and design of materials	4
16	Precinct 4 meeting with Precinct 4 staff at Precinct 4	2
17		
18		
19		
20		
21		
22		
23	Precinct 4 meeting with Precinct 4 staff at Precinct 4	3
24		
25	Content review of materials; copywriting and design of materials	3
26		
27		
28		
29		
30		
31		
TOTAL HOURS		19

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-009
 DATE: February 28, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (2-01-13 thru 2-28-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Meetings conducted with HC Precinct 4 staff to plan, produce and review 2013 PCT 4 content, images, design of online and print materials – work in progress. Research, copywriting and reviews of Precinct 4 materials and text copy developed – work in progress. Design, producing images, reviews and preliminary printing, of Precinct 4 print materials developed – work in progress.	\$135	83	30%	\$ 11,205.00
Total Payment Due				\$ 11,205.00

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: updated website, new annual report, April town hall meeting materials and invitation, poster boards, email template, flyers, posters and website hosting and management.

FEBRUARY 2013 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge

PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4		
5		
6	Precinct 4 content research, organizing content, copywriting and design of annual report	2
7		
8		
9		
10		
11	Precinct 4 content research, organizing content, copywriting and design of annual report	8
12	Precinct 4 content research, organizing content, copywriting and design of annual report	3
13	Precinct 4 content research, organizing content, copywriting and design of annual report	3
14	Precinct 4 meeting with Precinct 4 staff at Godinez Office / Copywriting & Design of Report	7
15	Precinct 4 meeting with Precinct 4 staff at Godinez Office / Copywriting & Design of Report	6
16		
17		
18	Precinct 4 meeting with Precinct 4 staff at Godinez Office / Copywriting & Design of Report	8
19	Precinct 4 content research, organizing content, copywriting and design of annual report	5
20	Precinct 4 content research, organizing content, copywriting and design of annual report	4
21	Precinct 4 content research, organizing content, copywriting and design of annual report	4
22	Precinct 4 content research, organizing content, copywriting and design of annual report	9
23		
24		
25	Precinct 4 meeting with Precinct 4 staff at Godinez Office / Copywriting & Design of Report	7
26	Precinct 4 content research, organizing content, copywriting and design of annual report	4
27	Precinct 4 content research, organizing content, copywriting and design of annual report	9
28	Precinct 4 meeting with Precinct 4 staff at Godinez Office	4
TOTAL HOURS		83

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-010
 DATE: MARCH 31, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-311
 Requisition No.: 208665 ✓
 PO #: 669756 ✓

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (3-01-13 thru 3-31-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez	\$135	42 ✓	43%	\$ 5,670.00
Copywriting and reviews of Precinct 4 ANNUAL REPORT – work in progress.				
Design, producing images and reviews of Precinct 4 ANNUAL REPORT – work in progress.				
Total Payment Due				\$ 5,670.00 ✓

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: new annual report, updated website, June town hall meeting materials and invitation, poster boards, email template, flyers, posters, town hall presentation and website hosting and management.

MARCH 2013 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge

PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design; website updates	4
2		
3		
4	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design; website updates	5
5	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	3
6	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design; website updates	3
7	Photography session and selection of photographs	5
8	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design; website updates	5
9		
10		
11	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	4
12		
13	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	2
14	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	1
15		
16		
17		
18	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design; website updates	2
19	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	3
20	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	3
21	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design	1
22		
23		
24		
25		
26		
27	Precinct 4 annual report: organizing content, photography, reviews, copywriting and design; website updates	1
28		
29		
30		
31		
TOTAL HOURS		42

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-011
 DATE: APRIL 30, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-312
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (4-01-13 thru 4-30-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Copywriting and reviews of Precinct 4 annual report, website and town hall meeting materials – work in progress. Design, producing images and reviews of Precinct 4 annual report, website and town hall meeting materials – work in progress.	\$135	27 ✓	51%	\$ 3,645.00
Total Payment Due				\$ 3,645.00 ✓

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: new annual report, updated website, June town hall meeting materials and invitation, poster boards, email template, flyers, posters, town hall presentation and website hosting and management.

APRIL 2013 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge

PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	4
3	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
4	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	1
5	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
6		
7		
8	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	3
9		
10	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
11		
12		
13		
14		
15		
16		
17	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	3
18		
19	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	4
20		
21		
22		
23		
24		
25	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
26		
27		
28		
29		
30	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	4
TOTAL HOURS		27

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-012
 DATE: MAY 31, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-312
 Requisition No.: 208665 ✓
 PO #: 669756 ✓

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (5-01-13 thru 5-31-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez Copywriting and reviews of Precinct 4 annual report, website and town hall meeting materials – work in progress. Design, producing images and reviews of Precinct 4 annual report, website and town hall meeting materials – work in progress.	\$135	43 ✓	64%	\$ 5,805.00
Total Payment Due				\$ 5,805.00

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: new annual report, updated website, June town hall meeting materials and invitation, poster boards, email template, flyers, posters, town hall presentation and website hosting and management.

MAY 2013 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge

PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	6
2	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
3		
4		
5		
6	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	1
7	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
8	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	3
9	Precinct 4 staff meeting with Godinez to review annual report, town hall meeting materials and website	2
10	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
11		
12		
13		
14		
15		
16		
17	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	3
18		
19	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	4
20	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
21		
22	Precinct 4 staff meeting with Godinez to review annual report, town hall meeting materials and website	2
23	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	7
24		
25		
26		
27		
28	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	1
29	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
30	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
31	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	2
TOTAL HOURS		43



Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-013
 DATE: June 30, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-312
 Requisition No.: 208665
 PO #: 669756

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (6-01-13 thru 6-30-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez News release and distribution Copywriting and reviews of Precinct 4 annual report, website and town hall meeting materials and presentations Design, producing images and reviews of Precinct 4 annual report, website and town hall meeting materials and presentations	\$135	26 ✓	72%	\$ 3,510.00
Total Payment Due				\$ 3,510.00

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: new annual report, updated website, June town hall meeting materials and invitation, poster boards, email template, flyers, posters, town hall presentation and website hosting and management.

JUNE 2013 Project Log Sheet**GODINEZ COMMUNICATIONS**

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1	Precinct 4 town hall meeting news release and media advisory release	5
2		
3	Precinct 4 annual report online and town hall updates	1
4	Precinct 4 town hall meeting keynote presentation	5
5	Precinct 4 town hall meeting keynote presentation and flyer design	2
6	Precinct 4 town hall meeting keynote presentation and flyer design	3
7	Precinct 4 town hall meeting keynote presentation	1
8		
9		
10		
11		
12		
13	Precinct 4 town hall meeting keynote presentation	1
14	Precinct 4 annual report and town hall meeting online updates	1
15		
16		
17	Precinct 4 annual report and town hall meeting online updates	1
18		
19	Precinct 4 annual report, town hall meeting materials and website: copywriting and design	1
20		
21		
22		
23		
24	Precinct 4 town hall meeting news release and media advisory creation / newsletter updates	2
25	Precinct 4 town hall meeting news release and media advisory creation	2
26	Precinct 4 town hall meeting news release and media advisory creation	1
27	Pct 4 Town Hall Meeting with Comm J Palacios	
28		
29		
30		
TOTAL HOURS		26

Godinez Communications

EIN# 27-1107092
 300 S. 8th Street
 McAllen, Texas 78501

INVOICE

INVOICE NO: HC-PCT4-014
 DATE: July 31, 2013

To: Marty Salazar
 Director of Purchasing
 County of Hidalgo
 2812 S. Business Highway 281
 Edinburg, TX 78539

Contract No.: C-11-117-08-02
 Account No.: 2-1100-415-00-115-002-0-312
 Requisition No.: 208665 ✓
 PO #: 669756 ✓

P.O. #	TERMS	DUE DATE	PROJECT
	Net 30	30 Days	Precinct 4 2013 Community Outreach

Professional consulting services fee not to exceed \$45,360 or 336 hours (7-01-13 thru 7-31-13)

Description	Rate	Total # of Hours	% of Project Completion	Amount
Principal-in-Charge Brian Godinez News release and distribution Copywriting and reviews of Precinct 4 annual report, website and town hall meeting materials and presentations Design, producing images and reviews of Precinct 4 annual report, website and town hall meeting materials and presentations	\$135	9 ✓	75%	\$ 1,215.00
Total Payment Due				\$ 1,215.00 ✓

Precinct 4 2013 deliverables:

Hidalgo County Precinct 4 Website 2013 update at <http://www.hcpct4.org> and PCT 4 2012-2013 Annual Report at [http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4\(forWEB\).pdf](http://hcpct4.com/wp-content/themes/pct4/docs/2013Pct4(forWEB).pdf)

HC Precinct 4 2013 Community Outreach materials include: new annual report, updated website, June town hall meeting materials and invitation, poster boards, email template, flyers, posters, town hall presentation and website hosting and management.

JULY 2013 Project Log Sheet

GODINEZ COMMUNICATIONS

300 S. 8TH STREET, McAllen, Texas, 78501

BRIAN GODINEZ: Principal in Charge
PRECINCT 4: COMMUNITY OUTREACH

DAY	ACTIVITY	HOURS
1		
2		
3		
4		
5		
6		
7		
8		
9	Meeting with Comm Joseph Palacios	2
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23	PCT 4 Website Wordpress Training of Pct 4 Staff	3
24		
25		
26	Final copy and design clean up on Pct 4 website; add video to website	4
27		
28		
29		
30		
31		
TOTAL HOURS		9

