

**RE: Agreement for Lease of Office Space-Alamo-WIC Program**

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**From :** Steve Crain <[scrain@atlashall.com](mailto:scrain@atlashall.com)> Fri, Oct 10, 2014 05:01 PM  
**Subject :** RE: Agreement for Lease of Office Space-Alamo-WIC Program 📎 1 attachment  
**To :** 'Rocio Villarreal' <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>

Change "years" to year in 1.1.

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**From:** Rocio Villarreal [<mailto:rocio.villarreal@co.hidalgo.tx.us>]  
**Sent:** Friday, October 10, 2014 4:55 PM  
**To:** Steve Crain  
**Subject:** Re: Agreement for Lease of Office Space-Alamo-WIC Program

Mr. Crain:

I have corrected the 1 year term of agreement with option to extend additional six (6) one (1) year terms. Please review and approve as to form.

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**From:** "Steve Crain" <[scrain@atlashall.com](mailto:scrain@atlashall.com)>  
**To:** "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>  
**Sent:** Friday, October 10, 2014 3:21:25 PM  
**Subject:** RE: Agreement for Lease of Office Space-Alamo-WIC Program

Just change the term to a one year term with an option to renew for seven one year terms upon the same terms and conditions. (Check my math for the correct renewal terms).

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**From:** Rocio Villarreal [<mailto:rocio.villarreal@co.hidalgo.tx.us>]

**Sent:** Friday, October 10, 2014 2:38 PM

**To:** Steve Crain

**Subject:** Fwd: Agreement for Lease of Office Space-Alamo-WIC Program

Mr. Crain:

I have attached Exhibit A, of the agreement, where under term of contract, the County request the vendor to provide the cost based on a a 5 year term (commencing 10/31/14-10/30/19) with the County's option to renew contract for an additional two (2) year term under same rates, term, and conditions.

The Auditor's Office is requesting (as requested below in an email) before the County awards the lease agreement to GBB Rentals, for agreement term to be for 10/31/14-9/30/15 and from there then to annually renewal agreement for the remainder of the terms as requested in Exhibit A, the specifications. The purpose of such request is to coincide term of agreement with Grant funding each year.

Please advise if such request can be incorporated to agreement.

Thank you.  
Rocio V.

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**From:** "Deborah Fischer" <[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)>  
**To:** "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>  
**Cc:** "norma.longoria" <[norma.longoria@wic.co.hidalgo.tx.us](mailto:norma.longoria@wic.co.hidalgo.tx.us)>, "Linda Fong" <[linda.fong@auditor.co.hidalgo.tx.us](mailto:linda.fong@auditor.co.hidalgo.tx.us)>, "Minerva Diaz" <[minerva.diaz@auditor.co.hidalgo.tx.us](mailto:minerva.diaz@auditor.co.hidalgo.tx.us)>, "Sandra Montalvo" <[sandra.montalvo@co.hidalgo.tx.us](mailto:sandra.montalvo@co.hidalgo.tx.us)>, "martha.salazar" <[martha.salazar@co.hidalgo.tx.us](mailto:martha.salazar@co.hidalgo.tx.us)>  
**Sent:** Thursday, October 9, 2014 2:19:54 PM  
**Subject:** RE: Agreement for Lease of Office Space-Alamo-WIC Program

Good afternoon Rocio,

The request was for the term of the lease to be from 10/31/14 through 9/30/2015 with annual renewals each of the next four years:

10/1/15 through 9/30/16  
10/1/16 through 9/30/17  
10/1/17 through 9/30/18  
10/1/18 through 9/30/19

And then the additional two year optional extensions from:

10/1/19 through 9/30/20  
10/1/20 through 9/30/21.

If this was not possible, we were requesting the lease dates to be from 10/31/14 through 9/30/19 with the

two year optional extension from 10/1/19 through 9/30/21. The request was to line up the ending dates for September 30 of each year and with the renewal of Grantor funding each year.

Thank you.

**Deborah L Fischer**

Grant Accounting Supervisor  
Hidalgo County Auditor's Office  
2808 S. Business HWY 281  
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Phone (956) 318-2511 Ext. 4670

Fax (956) 318-2577

[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)



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**From:** Rocio Villarreal [<mailto:rocio.villarreal@co.hidalgo.tx.us>]

**Sent:** Tuesday, October 07, 2014 9:50 AM

**To:** Deborah Fischer

**Cc:** norma.longoria; Linda Fong; Minerva Diaz; Sandra Montalvo; martha.salazar

**Subject:** Fwd: Agreement for Lease of Office Space-Alamo-WIC Program

Ms. Fischer:

I am still pending your response. Agreement including legal approval will be attached to agenda item 46383 for Com Court approval on 10/14/14, "As Is". You may contact me at ext. 4868, for additional information or concerns.

Thank you.

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**From:** "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>  
**To:** "Deborah Fischer" <[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)>  
**Cc:** "norma.longoria" <[norma.longoria@wic.co.hidalgo.tx.us](mailto:norma.longoria@wic.co.hidalgo.tx.us)>, "Linda Fong" <[linda.fong@auditor.co.hidalgo.tx.us](mailto:linda.fong@auditor.co.hidalgo.tx.us)>  
**Sent:** Thursday, October 2, 2014 11:58:39 AM  
**Subject:** Re: Agreement for Lease of Office Space-Alamo-WIC Program

Ms. Fischer,

I am currently working on finalizing the lease agreement for the WIC Program Office Space in Alamo with GBB Rentals. I have review Ms. Marty email dated on 9/26/14 and I am need of some clarification. Can you please clarify the requested modification from you on the term of the agreement? Initially the term is for a 5 yr contract commencing 10/31/14 and ending 10/30/19 with option to extend for 2 year term (10/31/19-10/30/21).

Is your request for the agreement to be commencing 10/31/14 to 09/29/15 and the remainder of the years to be consider yearly extensions commencing 09/30-09/29?

Please advise.

Thank you.

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**From:** "Martha Salazar" <[martha.salazar@co.hidalgo.tx.us](mailto:martha.salazar@co.hidalgo.tx.us)>  
**To:** "Deborah Fischer" <[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)>  
**Cc:** "norma.longoria" <[norma.longoria@wic.co.hidalgo.tx.us](mailto:norma.longoria@wic.co.hidalgo.tx.us)>, "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>, "Mague Gonzalez" <[mague.gonzalez@wic.co.hidalgo.tx.us](mailto:mague.gonzalez@wic.co.hidalgo.tx.us)>, "Darlene H. Betancourt" <[darlene.betancourt@co.hidalgo.tx.us](mailto:darlene.betancourt@co.hidalgo.tx.us)>, "Linda Fong" <[linda.fong@auditor.co.hidalgo.tx.us](mailto:linda.fong@auditor.co.hidalgo.tx.us)>  
**Sent:** Friday, September 26, 2014 6:21:24 PM  
**Subject:** Re: Agreement for Lease of Office Space-Alamo-WIC Program

Noted.

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**From:** "Deborah Fischer" <[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)>  
**To:** "Martha Salazar" <[martha.salazar@co.hidalgo.tx.us](mailto:martha.salazar@co.hidalgo.tx.us)>, "norma.longoria" <[norma.longoria@wic.co.hidalgo.tx.us](mailto:norma.longoria@wic.co.hidalgo.tx.us)>  
**Cc:** "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>, "Mague Gonzalez" <[mague.gonzalez@wic.co.hidalgo.tx.us](mailto:mague.gonzalez@wic.co.hidalgo.tx.us)>, "Darlene H. Betancourt" <[darlene.betancourt@co.hidalgo.tx.us](mailto:darlene.betancourt@co.hidalgo.tx.us)>, "Linda Fong" <[linda.fong@auditor.co.hidalgo.tx.us](mailto:linda.fong@auditor.co.hidalgo.tx.us)>  
**Sent:** Friday, September 26, 2014 5:50:44 PM  
**Subject:** RE: Agreement for Lease of Office Space-Alamo-WIC Program

Marty,

The only correction to your notation below would be the start date in item 1 below. The start date could remain as 10/31/14 since the current lease ends 10/30/14 and we would not want a gap between the ending and starting date of one day.

I also would like to emphasize that with the current start and end dates as indicated on the lease from 10/31 through 10/30 the last month of the lease for each year (Oct 1<sup>st</sup> through Oct 30<sup>th</sup>) would be unfunded at the time of the lease presentation to Commissioner's Court. If the WIC department did not receive funding in the subsequent year the county (i.e. general fund) would be obligated for the additional month.

Deborah

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**From:** Martha Salazar [<mailto:martha.salazar@co.hidalgo.tx.us>]  
**Sent:** Friday, September 26, 2014 1:33 PM  
**To:** Deborah Fischer; norma.longoria  
**Cc:** Rocio Villarreal; Mague Gonzalez; Darlene H. Betancourt  
**Subject:** Fwd: Agreement for Lease of Office Space-Alamo-WIC Program

Ms. Fischer:

Please note that Ms. Rocio had provided you a draft form of lease a week ago. However after our conversation, I have instructed Ms. Rocio to consult with legal counsel on the following request by your office:

1. Attempt to amend the initial year of the five year lease to commence 11-01-14 and end on 09-30-14 (WIC Program's Fiscal Year) with the other 4 years to run 10-01-thru 09-30; Your rationale is to get all WIC Program leases to eventually have the same start and end dates to coincide with funding FY dates;
2. We need to get Mr. Crain's position as this was a bid with a five (5) year term- and vendors were given that information;
3. As Ms. Rocio is still lacking information for Mr. Crain's final review and approval as to form, she will request the AI moved to 10-14-14.

Thanks,  
Marty

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**From:** "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>

**To:** "Martha Salazar" <[martha.salazar@co.hidalgo.tx.us](mailto:martha.salazar@co.hidalgo.tx.us)>  
**Sent:** Friday, September 26, 2014 12:58:48 PM  
**Subject:** Fwd: Agreement for Lease of Office Space-Alamo-WIC Program

Attached as requested is the contract for the lease in Alamo for the WIC Program.

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**From:** "Rocio Villarreal" <[rocio.villarreal@co.hidalgo.tx.us](mailto:rocio.villarreal@co.hidalgo.tx.us)>  
**To:** "deborah fischer" <[deborah.fischer@auditor.co.hidalgo.tx.us](mailto:deborah.fischer@auditor.co.hidalgo.tx.us)>  
**Sent:** Friday, September 19, 2014 4:17:40 PM  
**Subject:** Agreement for Lease of Office Space-Alamo-WIC Program

Ms. Fischer:

Attached as requested is the lease agreement for WIC Program.

Thank you.

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